



Internal Bid Review Form

Region

Tournament Name

Circuit

Select an option

Events Contested

Select an option

Organizer History - Internal

Organizer used the template provided for Organizer History (5pts)

- ☐ Yes
- ☐ No

Organizer has....

(10pts)

- ☐ 10+ years of experience running local/regional tournaments - 10 pts
- ☐ 7-10 years of experience running local/regional tournaments - 8 pts
- ☐ 4-7 years of experience running local/regional tournaments - 5pts
- ☐ 1-3 years of experience running local/regional tournaments - 2 pts
- ☐ First time organizer - 1 pt

Organizer provided complete and accurate venue address

(5pts)

- ☐ Yes
- ☐ No

Number of grounded strips meets requirements outlined in the Tournament Requirements document

(5pts)

- ☐ Exceeds minimum requirements - 5pts
- ☐ Meets minimum requirement - 2.5 pts
- ☐ Does not meet minimum requirement - 0 pts

Organizer has secured a vendor(s) for the tournament that can meet the needs of the tournament.

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

Organizer included a venue diagram

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

Organizer included the venue schematics

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

Venue diagram included dimensions

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

Dimensions were complete and provided an accurate depiction of the tournament space

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

Space for referees to officiate

(5pts)

- ☐ more than 12ft - 5pts
- ☐ 9ft-12ft - 2.5 pts
- ☐ less than 9ft or dimensions not included- 0 pts

Distance between score box and strip

(5pts)

- ☐ score box is placed at least 1 meter (3.3ft) from edge of strip - 5pts
- ☐ score box is placed at least 0.75 meters (2.5ft) from the edge of the strip ...
- ☐ score box is placed less than 0.75 (2.5ft) meter from the edge of the strip...

All strips are at least 1m (3ft) from any walls, pillars, tables, safety hazards

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

Run off space for strips

(5pts)

- ☐ There is at least 2 meters (6.5ft) of run off space at the end of each strip - ...
- ☐ There is less than 2 meters (6.5ft) of run off space at the end of each strip...

There is a designated space for equipment storage

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

There is a designated space for the armory

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

There is a designated space for medical staff

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

There is a designated space for Bout Committee that is easily accessible from all strips

There is a designated space for officials to take breaks

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

Head Armorer has seen and signed off of the venue layout

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

BC Chair and Head Referee have seen and signed off of the Strip Management Plan

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

There is a designated seating area for spectators outside of the competition floor - scored using registration numbers/day as indicated in the strip management plan.

(5pts)

Seating can accommodate 70% or more of anticipated daily participant load
- 5 pts

Seating can accommodate 40%-70% of anticipated daily participant load- 2.5
pts

Seating not included on venue diagram or will not be sufficient (<40% of
anticipated daily participant load)- 0 pts

☐ Exceeds expectations - 5 pts

☐ Average - 2.5 pts

☐ No - 0 pts

Strip management plan was included

(5pts)

☐ Yes - 5pts

☐ No - 0pts

Schedule on Strip Management Plan had no events starting
past 4PM

(5pts)

☐ No events - 5pts

☐ Events starting past 4PM - 0pts

If planning on using caps, they follow the capping requirements

(5pts)

☐ Follows requirements - 5pts

☐ Did not follow requirements - 0pts

☐ Does not plan to use caps - 5pts

Ease of access to airports

(5pts)

- ☐ 5 pts - airport within 15 miles of venue
- ☐ 4 pts - airport with 30 miles of venue
- ☐ 3 pts - airport within 45 miles of venue
- ☐ 2 pts - airport within 60 miles of venue
- ☐ 1 pt - airport farther than 60 miles from venue

Organizer used the provided hotel worksheet and had all information filled out for at least one hotel

(5pts)

- ☐ Yes - 5pts
- ☐ No - 0pts

Host hotel(s) pricing are withing an acceptable range for area hosting tournament

(5pts)

- ☐ 5 pts - hotel pricing \$150/night or less
- ☐ 4 pts - hotel pricing \$180/night or less
- ☐ 3 pts - hotel pricing \$210/night or less
- ☐ 2 pts - hotel pricing \$240/night or less
- ☐ 1 pt - hotel pricing is more than \$300/night
- ☐ 0 pts - Hotel info wasn't include

Host hotel is within walking distance to the venue OR shuttle is provided

(5pts)

- ☐ 5 pts - hotel is within a 5 min walk to venue OR shuttle provided
- ☐ 4 pts - hotel is within a 10 min walk to venue

- ☐ 3 pts - hotel is within a 20 min walk to venue
- ☐ 2 pts - hotel is within a 30 min walk to venue
- ☐ 1 pt - hotel is not walkable to venue
- ☐ 0 pts - Hotel info wasn't include

Host hotel is located close to restaurants and other amenities

(5pts)

- ☐ 5 pts - fifteen or more restaurants/stores
- ☐ 4 pts - ten or more restaurant/stores
- ☐ 3 pts - five or more restaurants/stores
- ☐ 2 pts - two or more restaurant/stores
- ☐ 1 pt - no options

Venue is located close to restaurants and other amenities copy

(5pts)

- ☐ 5 pts - fifteen or more restaurants/stores
- ☐ 4 pts - ten or more restaurant/stores
- ☐ 3 pts - five or more restaurants/stores
- ☐ 2 pts - two or more restaurant/stores
- ☐ 1 pt - no options

Number of parking spaces available is sufficient for participants
- scored by estimated registration number per day

(5pts)

Parking can accommodate 70% or more of anticipated daily participant load
- 5 pts

Parking can accommodate 40%-70% of anticipated daily participant load- 2.5
pts

Parking not included on venue diagram or will not be sufficient (<40% of anticipated daily participant load)- 0 pts

- ☐ 5 pts - more than enough parking
- ☐ 2.5 pts - adequate parking
- ☐ 0 pts - not enough parking

Cost of parking is reasonable

(5pts)

- ☐ 5 pts - parking is free
- ☐ 4 pts - parking is \$5/day or less
- ☐ 3 pts - parking is \$10/day or less
- ☐ 2 pts - parking is \$15/day or less
- ☐ 1 pt - parking is \$20/day or more

Head Referee (Rating must be from 2021 onward in at least one weapon (FIE has no year requirement). Every year prior to that -1pt)

(5pts)

- ☐ FIE or N1 - 10 pts
- ☐ N2 - 9 pts
- ☐ R1 - 8 pts
- ☐ Lower than R1 - 0 pts

Number of referees organizer is planning on hiring

(5pts)

- ☐ 1.5 x # of strips - 5pts
- ☐ 1.3 x # of strips - 4pts
- ☐ 1.2 x # of strips - 2 pts
- ☐ 1 x # of strips - 1pt

☐ Fewer - 0 pts

Number of BC Officials - scored using total estimated registrations number per day

(5pts)

☐ 1 BC staff member per 300 registrations/day - 5 pts

☐ 1 BC Staff member per 400 registrations/day - 2.5 pts

☐ Fewer than 1 per 400/day - 0 pts

Price Exemption Requests - Registration fees

(5pts)

☐ No price exemptions were requested - 5 pts

☐ Price exemption request was \$5 or less - 4 pts

☐ Price exemption request was \$10 or less - 3 pts

☐ Price exemption request was \$15 or less - 2 pts

☐ Price exemption request was \$16 or more - 1 pts

Price Exemption Requests - Event fees

(5pts)

☐ No price exemptions were requested - 5 pts

☐ Price exemption request was \$5 or less - 4 pts

☐ Price exemption request was \$10 or less - 3 pts

☐ Price exemption request was \$15 or less - 2 pts

☐ Price exemption request was \$16 or more - 1 pts

Field 58 Feedback from tournaments held in 2024-25 or 2025-26 seasons: Q1 How would you rate your overall experience?

(10pts)

- ☐ Good feedback - majority of those who responded agreed that the tourn...
- ☐ Poor feedback - majority of those who responded stated that the tourna...
- ☐ N/A - 5pts

Feedback from Tournaments held in 2024-25 or 2025-26
seasons: Q14 Would you recommend this tournament organizer
for future regional tournaments?

(10pts)

- ☐ Good feedback - majority of those who responded said yes - 10pts
- ☐ Poor feedback - majority of those who responded said no - 0pts
- ☐ N/A - 5pts

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