

Site Specifications, Requirements  
and Application to Host a  
**2012 USA HOCKEY**  
**TIER I YOUTH**  
**NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



PRESENTED BY



**Host Name & Affiliate:** \_\_\_\_\_

**This application is for (12 teams per level):**     24 teams     48 teams

**This application is for (check all that apply):**

- Tier I 12 & Under
- Tier I 14 & Under
- Tier I 16 & Under
- Tier I 18 & Under

**If the first choice is not awarded, the following levels would also be of interest  
(check all that apply):**

- Tier I 12 & Under
- Tier I 14 & Under
- Tier I 16 & Under
- Tier I 18 & Under

**The submitting party would accept whatever level(s) assigned:**     Yes     No

Each year USA Hockey designates eight (8) different levels of National Championships for the youth, eight (8) levels of girls'/women's and four (4) levels of high school classifications. These events are the property of USA Hockey, Inc. and are awarded to the host on a one-year basis by the USA Hockey Youth Council. The Youth Council Chairman appoints a National Championship Director. This person will coordinate the event with the selected hosts.

The following will be in effect for the 2012 National Championship site selection process:

1. This application must be completed, signed by a District Risk Manager and Affiliate President, and returned to the USA Hockey Senior Director, Hockey Development by May 1, 2010.
2. A sub-committee will then complete site visits between June and mid-September 2010.
3. The Youth Council will select the 2012 National Championships sites during its Fall meeting held the last weekend of September 2010. An official announcement will be made the first week of October 2010.

The 2012 USA Hockey National Championships will be held March 23-25 for all Women's levels and March 28 - April 1 for all Youth and Girls' divisions. The high school dates are yet to be determined.

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and Application to Host a  
**2012 USA HOCKEY**  
**TIER II YOUTH**  
**NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



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Host Name & Affiliate: \_\_\_\_\_

**This application is for (check all that apply):**

- Tier II 12 & Under
- Tier II 14 & Under
- Tier II 16 & Under
- Tier II 18 & Under

**If the first choice is not awarded, the following levels would also be of interest (check all that apply):**

- Tier II 12 & Under
- Tier II 14 & Under
- Tier II 16 & Under
- Tier II 18 & Under

**The submitting party would accept whatever level(s) assigned:**     Yes     No

**ALL TIER II HOST SITES MUST BE ABLE TO ACCOMMODATE UP TO 48 TEAMS.  
NO 24 TEAM APPLICATIONS WILL BE ACCEPTED.**

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Site Specifications, Requirements  
and Application to Host a  
**2012 USA HOCKEY**  
**TIER I GIRLS'**  
**NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



PRESENTED BY



Host Name & Affiliate: \_\_\_\_\_

This application is for:  24 teams  48 teams

This application is for (check all that apply):

- Tier I Girls' 12 & Under
- Tier I Girls' 14 & Under
- Tier I Girls' 16 & Under
- Tier I Girls' 19 & Under

If the first choice is not awarded, the following levels would also be of interest  
(check all that apply):

- Tier I Girls' 12 & Under
- Tier I Girls' 14 & Under
- Tier I Girls' 16 & Under
- Tier I Girls' 19 & Under

The submitting party would accept whatever level(s) assigned:  Yes  No

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and Application to Host a  
**2012 USA HOCKEY**  
**TIER II GIRLS'**  
**NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



PRESENTED BY



Host Name & Affiliate: \_\_\_\_\_

This application is for:  24 teams  48 teams

This application is for (check all that apply):

- Tier II Girls' 12 & Under
- Tier II Girls' 14 & Under
- Tier II Girls' 16 & Under
- Tier II Girls' 19 & Under

If the first choice is not awarded, the following levels would also be of interest  
(check all that apply):

- Tier II Girls' 12 & Under
- Tier II Girls' 14 & Under
- Tier II Girls' 16 & Under
- Tier II Girls' 19 & Under

The submitting party would accept whatever level(s) assigned:  Yes  No

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Site Specifications, Requirements  
and Application to Host a  
**2012 USA HOCKEY  
WOMEN'S  
NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



PRESENTED BY



**Host Name & Affiliate:** \_\_\_\_\_

**This application is for:**

- Women's Senior A
- Women's Senior B
- Women's Senior C
- Women's 30 & Over

**The submitting party would accept whatever level(s) assigned:**     Yes     No

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Site Specifications, Requirements  
and Application to Host a  
**2012 USA HOCKEY  
HIGH SCHOOL VARSITY  
(COMMUNITY-BASED)  
NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



PRESENTED BY



**Host Name & Affiliate:** \_\_\_\_\_

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The “Varsity” designation applies to pure teams that are community-based public high schools, private schools drawing their students exclusively from a local metropolitan area (excluding any school that boards students/players) or combined teams from a state that has **no** pure teams. Representation from each state will be determined by the Affiliate Association participating in the tournament.

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and Application to Host a  
**2012 USA HOCKEY**  
**HIGH SCHOOL GIRLS' VARSITY**  
**(COMMUNITY-BASED)**  
**NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



PRESENTED BY



**Host Name & Affiliate:** \_\_\_\_\_

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The "Varsity" designation applies to pure teams that are community-based public high schools, private schools drawing their students exclusively from a local metropolitan area (excluding any school that board players) or combined teams from a state that has **no** pure teams. Representation from each state will be determined by the Affiliate Association participating in the tournament.

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Site Specifications, Requirements  
and Application to Host a  
**2012 USA HOCKEY  
HIGH SCHOOL PREP  
(NON-COMMUNITY-BASED)  
NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



PRESENTED BY



**Host Name & Affiliate:** \_\_\_\_\_

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The “Prep” designation applies to boarding schools, non-community-based high schools and others. All teams, players and coaches must register with USA Hockey prior to application for participation.

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**2012 USA HOCKEY  
HIGH SCHOOL GIRLS' PREP  
(NON-COMMUNITY-BASED)  
NATIONAL CHAMPIONSHIP**

*(revised March 2010)*



PRESENTED BY



**Host Name & Affiliate:** \_\_\_\_\_

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## HOST BENEFITS

1. Retain 100% of admission fees.
2. Retain 100% of any commissions earned (hotel, concessions, merchandise, etc.).
3. Retain the right to sell local, non-conflicting sponsorships, retaining 100% of the revenues.
4. Be recognized nationally, in various forms of advertising, as an elite host site of the prestigious USA Hockey National Championships.
5. Host must meet USA Hockey's indoor air quality requirements.

## HOST REQUIREMENTS

**The host must agree to all of the rules and regulations of the National Championships, as designated by the USA Hockey Youth Council.**

### A. FINANCIAL OBLIGATIONS

1. Ice for up to 30 games per level. Length of game slots and resurfacing requirements will be based upon specific age levels.
2. Referees – Three-official system at all levels. A flat fee of \$3,000 per level awarded payable to USA Hockey is required. The fee covers game fees, per diem, housing and transportation. An additional fee of \$500 is payable to USA Hockey if the on-ice officials do not have access to a hospitality facility and game admission credentials. On-ice officials will be assigned by USA Hockey.
3. Off-ice officials (scorers, timekeepers, penalty box operators, spectator control, etc.).
4. Hotel accommodations for the National Championship Director and Tournament Director(s).
5. Emergency medical coverage at all games, as outlined by the Youth Council.
6. Printing and assembly of tournament program insert. Program wrap is provided by USA Hockey.
7. Any and all expenses associated with the operation of the event.

### B. PHYSICAL REQUIREMENTS

1. Regulation-sized ice sheet(s) in a well-maintained and modern facility.
2. Ensure that arena is clean of any signage or dashboards which conflict with USA Hockey sponsors.
3. Provide space for sponsor display areas inside and outside of venue (could include vehicle display).
4. Create insert for tournament program.
5. Ensure that no scoring system will be used at the rink for the entire event other than USA Hockey's live scoring system (see "Scoring Rights").
6. Provide broadband internet access at the rink throughout the entire event for USA Hockey and its designees.
7. Provide sufficient computer equipment and manpower for data entry into USA Hockey's designated tournament tool.
8. Ability to accept credit/debit transactions for merchandise and ticket sales.
9. Provide all qualifying teams with a standard tournament information binder.
10. Provide an appropriate block of hotel rooms in each of the following classifications: economy, value, distinctive. Hotel override limits shall be set by the Youth Council and shall be adhered to when negotiating contracts with local hotels.

## TOURNAMENT SCHEDULING

The local tournament Chair, rink management and the National Championship Director must mutually agree upon scheduled ice times and building availability in accordance with USA Hockey rules and regulations. The local tournament Chair, with the assistance of rink management, will be responsible for providing the National Championship Director with a proposed schedule that is in the best interest of the players. All games played on Wednesday, Thursday or Friday shall not begin earlier than 8:00 a.m. The National Championship Director has final approval over all schedules.

## USA HOCKEY RESPONSIBILITIES

### A. MATERIAL SUPPORT

1. Provide gold, silver and bronze individual player awards.
2. Provide championship and runner-up awards.
3. Provide event banners and championship banners to each site.
4. Provide a four-color program wrap to all sites.
5. Provide event patches to all participants.
6. Provide dasherboards and signage for USA Hockey and USA Hockey Sponsors.
7. Provide official scoresheets for all games.
8. Provide a media operations manual for promoting the event.
9. Provide site-specific and general national championship logos.

### B. ADMINISTRATIVE SUPPORT

1. USA Hockey will designate all participating teams and the appropriate tournament format.
2. Provide on-going direction and assistance with event preparation (i.e. conference calls).
3. Provide on-site Tournament Director(s).
4. Provide staff support throughout entire event process.
5. Provide liaison between USA Hockey licensees, sponsors, partners and suppliers.
6. Provide historical data and direction, as needed.
7. Promote National Championships through press releases, *USA Hockey Magazine* and [usahockey.com](http://usahockey.com).
8. Provide liability, excess accident and catastrophic coverage for the duration of the event.

## MARKETING OBLIGATIONS

### A. SPONSORS/PARTNERS/SUPPLIERS

1. Hosts must:
  - a. Provide at least one dasherboard, banner and in-ice logo space available for use on every ice sheet 12 months prior to the event as requested by USA Hockey.
  - b. Display of a reasonable number of dasherboards, banners and other signage one week prior to and through the conclusion of the event as requested by USA Hockey.
  - c. Show reasonable efforts to provide local publicity, including but not limited to: print, TV, radio advertisements, editorials, PA's and PSA's, 12 months prior to and during the event, as directed in the media operations manual provided by USA Hockey. All publicity campaigns must be approved by USA Hockey.
  - d. Use USA Hockey sponsors as required by USA Hockey as part of their contractual obligations to the USA Hockey sponsors.
  - e. Allow USA Hockey and USA Hockey sponsors to include information in all communications sent to participants and attendees. USA Hockey must have final approval of all such communications.
  - f. Work with USA Hockey sponsor employee volunteers as requested by USA Hockey.
  - g. Coordinate and execute pre and post event ceremonies, intermission activities and skills challenges as requested by USA Hockey.
  - h. Provide booth space for USA Hockey sponsors that wish to exhibit during the event.
  - i. Supply tickets, VIP and parking passes as requested by USA Hockey.
2. USA Hockey reserves the right to require the host facility to cover all competitive signage and will not allow a competitive company to promote their products or services on-site or at any event associated with the tournament.

**B. EVENT MERCHANDISE**

- 1. National Championships merchandise and hard goods for resale must be purchased from USA Hockey selected licensee(s). Items not purchased through the USA Hockey merchandising program cannot be sold during the event.
- 2. USA Hockey will establish suggested retail pricing for all sites.
- 3. USA Hockey will develop and approve all designs and logos for these events.
- 4. Hosts may not develop their own nor alter the National Championships logos and designs provided.
- 5. USA Hockey will require Host site to order a minimum quantity of event merchandise.

**C. TELEVISION/RADIO/INTERNET RIGHTS**

- 1. All broadcast rights are to be retained by and are the exclusive property of USA Hockey. If local broadcast rights are granted by USA Hockey to a Host site, eight commercial spots of at least 30 seconds per hour shall be reserved for use by USA Hockey and its designated sponsors at no cost.
- 2. The selling of these rights must be negotiated with the USA Hockey National Office.

**D. PHOTOGRAPHS AND VIDEO**

- 1. USA Hockey retains exclusive rights to any photo or video taken during or in conjunction with the event.
- 2. Professional photographer and video arrangements will be negotiated with each site but are subject to the written approval of USA Hockey.
- 3. Professional photographers and videographers that do not have prior written consent from the host site and USA Hockey shall be prohibited from taking pictures or video during the event.
- 4. Media personnel must be credentialed prior to entering the event.

***All sites will be required to produce a final report and standard sales summary report to the National Office within 30 days of completion of the event.***

**SCORING RIGHTS**

USA Hockey owns all rights to scoring of the event. Scoring means any scoring systems used to post scores, statistics, standings or other game or tournament information, that are directed to locations outside of the rink, such as Internet live scoring systems. USA Hockey owns and uses the “Official National Championship Tournament Tool” scoring system, which all host locations are required to use exclusively to post live scores, statistics, game information and standings from each game of the tournament. No other scoring system or data publication system may be used during this USA Hockey owned event, regardless of any other rink arrangements. Host will not permit any such information to be displayed on any websites other than **usahockey.com** without the expressed prior written consent of the National Championship Director and USA Hockey.

**APPLICATION FEES**

The following application fees are required to be submitted with the application:

Youth .....	<b>\$300 per age classification</b>
Girls’/Women’s .....	<b>\$300 per age classification</b>

***The fee is non-refundable to Hosts which are awarded an event.  
All other application fees will be refunded.***

# APPLICATION TO HOST A 2012 USA HOCKEY NATIONAL CHAMPIONSHIP

Name of Host: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Web Site: \_\_\_\_\_

President: \_\_\_\_\_ Term Expires: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_

E-mail: \_\_\_\_\_

Is Applicant a Non-Profit Corporation (*check one*):  YES  NO

Type: \_\_\_\_\_ Federal ID#: \_\_\_\_\_ Year Incorporated: \_\_\_\_\_

Are all of its hockey programs registered with USA Hockey?  YES  NO



PRESENTED BY



## FACILITIES

**If application includes two facilities, please copy this page and complete one informational sheet for each facility.**

Name of Arena: \_\_\_\_\_

General Manager: \_\_\_\_\_

E-mail: \_\_\_\_\_ Web Site: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_

STAR Member?  YES  NO Number of C.I.T.'s (*Certified Ice Technicians*) employed? \_\_\_\_\_

Type of Ownership:  PRIVATE  MUNICIPAL Year Built: \_\_\_\_\_

Estimated Annual Rink Traffic: \_\_\_\_\_

Recent/Future Facility Updates/Improvements: \_\_\_\_\_

Size of Surfaces: #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ #5 \_\_\_\_\_ #6 \_\_\_\_\_

Seating Capacity: #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ #5 \_\_\_\_\_ #6 \_\_\_\_\_

Number of Locker Rooms: \_\_\_\_\_ Showers in all rooms?  YES  NO

Number of Referee Rooms: \_\_\_\_\_ Showers in all rooms?  YES  NO

Accommodates how many officials? \_\_\_\_\_

Other Rooms (*party rooms, meeting rooms, etc.*): \_\_\_\_\_

Number of Ice Resurfacers: \_\_\_\_\_ Age of each Resurfacer? #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

Type of Internet Connection: \_\_\_\_\_

Describe any scoring systems used or installed at the rink or that the rink is committed in the future to use (other than the rink's physical in-rink only scoring system), including any internet based scoring systems: \_\_\_\_\_

Pro-Shop Description: \_\_\_\_\_

Concessions Description: \_\_\_\_\_

Is alcohol sold on the premises?  YES  NO

First Aid and/or Training Room Description: \_\_\_\_\_

Miles to Hospital: \_\_\_\_\_ Distance to First Aid: \_\_\_\_\_

General Manager Signature: \_\_\_\_\_

**LODGING**

Nearest Major Airport: \_\_\_\_\_

Miles to Lodging from Airport: \_\_\_\_\_ Miles to Arena from Airport: \_\_\_\_\_

Provide listing and approximate nightly costs for hotels within area that are being considered for the event. Please list at least one hotel in each of the following: economy, value, distinctive.

1. Name: \_\_\_\_\_ Cost Per Night Per Room: \$ \_\_\_\_\_

Miles to Airport: \_\_\_\_\_ Miles to Rink: \_\_\_\_\_

Amenities: \_\_\_\_\_

2. Name: \_\_\_\_\_ Cost Per Night Per Room: \$ \_\_\_\_\_

Miles to Airport: \_\_\_\_\_ Miles to Rink: \_\_\_\_\_

Amenities: \_\_\_\_\_

3. Name: \_\_\_\_\_ Cost Per Night Per Room: \$ \_\_\_\_\_

Miles to Airport: \_\_\_\_\_ Miles to Rink: \_\_\_\_\_

Amenities: \_\_\_\_\_

Off-ice Attractions *(list local attractions that would benefit the event)*: \_\_\_\_\_

The applicant agrees to abide by all USA Hockey requirements of a Host as set forth in this document and as set forth in the USA Hockey Annual Guide and any other provisions that may be imposed by the appropriate council.

**This bid application is to assist the parties in their negotiations to a final definitive agreement. USA Hockey requests that this application be submitted before May 1, 2010. If this event is awarded to the applicant, a final agreement will be completed and will deem to have a binding effect on both parties. This agreement is subject in its entirety to negotiation and execution of such a definitive agreement.**

**USA Hockey is not obligated to award the bid for the 2012 Youth, Girls'/Women's and/or High School National Championships to this applicant or to any other applicant.**

Application Submitted By: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## INDOOR AIR QUALITY

Does facility own measuring equipment for Carbon Monoxide (CO) and Nitrogen Dioxide (NO<sub>2</sub>) gases?  YES  NO

Does facility regularly measure and log Carbon Monoxide (CO) and Nitrogen Dioxide (NO<sub>2</sub>) levels?  YES  NO

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### **APPLICATION MUST BE APPROVED BY AFFILIATE PRESIDENT**

Affiliate President: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ — \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**A District Risk Manager acknowledges that this facility is acceptable to host a USA Hockey National Championships.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **APPLICATION MUST BE RETURNED TO:**

Senior Director, Hockey Development

USA Hockey, Inc. • 1775 Bob Johnson Drive • Colorado Springs, CO 80906-4090

No later than **May 1, 2010** with the following attachments:

1. Check made payable to USA Hockey, Inc. in the amount established in this request for proposal.
2. A site and/or floor plan of the facility to be used.
3. Area map depicting airport(s), considered hotel(s) and attractions.
4. Listing of current round trip airfares from: Anchorage, Atlanta, Boston, Chicago, Dallas, Denver, Detroit, Los Angeles, Minneapolis, New York and Orlando.



PRESENTED BY

