

**WYOMING USA GYMNASTICS BID FORM for
STATE CHAMPIONSHIP FOR THE 2020-2021 COMPETITIVE SEASON
DEADLINE: Saturday, August 1, 2020 at Midnight (12:00 p.m. Mountain Time)**

PLEASE INDICATE BELOW THE MEET(S) YOU ARE BIDDING:

Wyoming State Competition March 19-21, 2021

The weekend of March 19-21, 2021 is a Friday, Saturday and Sunday. Bids may be based on availability of the facility, personnel availability, etc., but the specific dates and times for the specified weekend will need to be clarified in the bid.

GENERAL REQUIREMENTS: When planning and bidding for the State Championship(s), the Meet Director and/or host organization must consider and will be held responsible for the following items:

1. **Rules and Procedures.** Entry regulations, pre-meet organization, competition procedures and post-meet reporting must be followed according to the current Regional and State Administrative Committee (RAC & SAC) guidelines and USA Gymnastics Rules and Policies (R&P).
2. **Meet Director.** The host organization must designate an individual(s) as Meet Director in the bid. The individual(s) must hold a Meet Director certification issued by USA Gymnastics prior to bidding for the State Championship.
 - a. The Meet Director(s) must be certified by USA Gymnastics and must be current with all USA Gymnastics memberships, safety certifications and background checks.
 - b. The host organization and/or Meet Director must have past experience in hosting an optional level meet.
 - c. Meet Director(s) must be available for any meetings required by the State Administrative Committee Chairman (SACC) and the State Administrative Committee (SAC) to discuss State Championship planning. Meeting date(s) and time(s) are to be determined (TBD).
 - d. The host organization must have a minimum of one (1) Meet Director who is present and available on site during the State Championship at all times.
3. **Format.** The host organization must be able to host all Junior Olympic (JO) and Xcel program levels in a three (3) day or less meet format.
 - a. The host organization must list the format being used. Two (2) sets of equipment are not a requirement to host the State Championships, but the organization must be very specific in what type of format will be provided (refer to section titled "TYPE OF COMPETITION FORMAT" of this bid form to indicate format being used).
 - b. Age Divisions must be followed according to the current Wyoming State Administrative Committee (SAC) policies and procedures.
 - c. The host organization must have a support system in place for a successful competition including sufficient trained volunteer helpers for set up, competition and teardown.
4. **Apparatus and Equipment.** Apparatus and equipment (including mats) must meet the requirements set forth in the USA Gymnastics Rules and Policies (R&P). Please note that the Xcel, JO Compulsory and JO Optional requirements are different and that all required equipment must meet or exceed

the USA Gymnastics requirements. The State Championship site must have a solid surface to place the equipment on.

5. Budget and Expenses. The host organization must submit a detailed and accurate budget with their State Championship bid application.
 - a. The host organization assumes all financial responsibility for the competition, including loss of revenue due to any circumstance.
 - b. If any expense is not included in the original bid proposal for the State Championship, the expense(s) will be one hundred percent (100%) the responsibility of the host organization unless unforeseen circumstances arise and the State Administrative Committee (SAC) approves the unforeseen expense(s).
 - c. The host organization must complete the budget form provided by the State Administrative Committee (SAC) to the best of their knowledge and include detailed information in the budget for the following items:
 - i. Athlete entry fees must be followed according to the current Wyoming State Administrative Committee (SAC) established rates. The current rates established by the Wyoming State Administrative Committee (SAC) are the maximum rates listed in the current competitive season's USAG Women's Program Rules and Policies (R&P).
 - ii. The host organization must indicate whether the organization can supply the equipment or will be renting equipment. If renting the equipment, the cost of the equipment must be provided.
 - iii. The host organization must indicate the details and expense of any facility or venue.
6. Spectators. Adequate seating for spectators must be provided. Spectator seating and viewing cannot be obstructed.
7. Awards. All award guidelines set and published by the Wyoming USAG State Administrative Committee (SAC) will be adhered to.
 - a. An awards area that is separate from the competition area is desirable.
 - b. An appropriate award's stand for athletes and seating for athletes and spectators must be provided.
8. Scoring System. The host organization must have an electronic scoring system. It is strongly recommended to have a backup system (flasher's or volunteers available) as a manual back-up scoring system if failure of an electronic system should happen.
9. Information for Intended Purpose. State Championship information is not to be used for personal gain such as promotion of host organization events or services that are beyond what other vendors get. The host organization may not use any information gathered in the hosting of the State Championship for any purposes other than communication regarding the State Championship competition.

HOST ORGANIZATION AND MEET DIRECTOR'S RESPONSIBILITIES: Once the State Championship bid is awarded, the Meet Director and host organization must consider and will be responsible for the following items and deadlines (deadline dates are indicated in '**BOLD**')

1. Logo. The host organization may create a logo for their theme for the State Championship.
 - a. Any theme must be included with the original bid application.
 - b. All logos created for the State Championship must follow USA Gymnastics brand guidelines. State Championship logos must be approved by the Wyoming USAG State Administrative Committee (SAC) through submission to the Wyoming State Administrative Committee Chairman (SACC).
 - c. The logo design must be submitted to the State Administrative Committee Chairman (SACC) by **November 1st** prior to the date of the State Championship.
 - d. If a theme and logo design is not submitted to the State Administrative Committee Chairman (SACC) by **November 1st** prior to the date of the State Championship for approval, the theme and logo will default to the USA Gymnastics' logo and a red, white and blue color scheme.

2. Pre-Meet Information. One (1) document should be sent containing all pre-meet information to all State USAG members by the host organization and the State Administrative Committee (SAC). Pre-meet information must be a coordinated effort between the host organization and the State Administrative Committee (SAC).
 - a. Pre-meet information must be sent by the host organization to the State Administrative Committee Chairman (SACC) for approval by the State Administrative Committee (SAC) by **December 1st** prior to the date of the State Championship. The pre-meet information at a minimum should include the following:
 - i. Name/theme/logo and dates of meet;
 - ii. Location of meet including map and directions;
 - iii. Name of Meet Director(s) and contact information;
 - iv. Manufacturer of apparatus and equipment;
 - v. Session Order (refer to #5 under WYOMING USA GYMNASTICS' STATE ADMINISTRATIVE COMMITTEE CHAIRMAN (SACC) AND STATE ADMINISTRATIVE COMMITTEE (SAC) RESPONSIBILITIES);
 - vi. Information on how to register athletes and coaches on the National USAG's website;
 - vii. Registration and entry fee deadline information;
 - viii. Entry Fee including "Check Payable To" and mailing address;
 - ix. Spectator costs;
 - x. Name of host hotel(s) including addresses, telephone numbers and block room reservation deadlines; and
 - xi. Fund raising information including deadlines, where to submit, etc. (refer to #6 above). (Example, if pictures and/or 'shout outs' need to be submitted for creation of a State Championship program deadline dates, where to send, costs and forms should be included in the pre-meet information).
 - b. The pre-meet information is sent by the State Administrative Committee Chairman (SACC) to all Wyoming USAG members by **January 1st** prior to the date of the State Championship.

3. Judge's Hotel Accommodations. The host organization is encouraged to negotiate with host hotel(s) comp or donated room(s) for judges. Comp or donated room(s) for judges is encouraged to reduce expenses. If comp or donated room(s) are negotiated with a host hotel(s), the information and details of any agreements should be included in the original bid or provided to the State Administrative Committee Chairman (SACC) as soon as it is available.
 - a. The host organization should coordinate judge's hotel rooms with the State Administrative Committee Chairman (SACC) so that room assignments can be made and judge's names can be listed on rooms with the hotel(s) or judges can be informed the name the hotel rooms are listed under for check-in.
 - b. If judge's hotel room(s) must be secured, the State Administrative Committee Chairman (SACC) will reserve the room(s) with the State's credit card. The host organization should notify the SACC if judge's hotel room(s) need to be secured with the State's credit card.

4. Judge's Transportation. The host organization should secure transportation to and from airports, hotel and competition site for judges.
 - a. Transportation can be coordinated with the State Administrative Committee Chairman (SACC) and State Judging Director (SJD) in case other judges driving to the State Championship can provide transportation to and from the competition site, hotel, restaurant(s), etc.

5. Hospitality Room(s). The host organizations should secure hospitality for coaches and judges including seating areas and appropriate meals for each session throughout the competition.
 - a. Ample meals, snacks and drinks for coaches and judges must be provided.
 - b. Providing meals, snacks and drinks for volunteers is at the discretion of the host organization members.
 - c. A separate area for judges to view and discuss the State Championship base scoring video must be provided. Internet connection must be available.

6. Promotional Item(s). Additional fund raising is at the discretion of the host organization. This can include such items as concessions stands, pictures, T-shirts, athlete 'shout outs', programs, leotards and/or pro-shops, etc.
 - a. Promotional item(s) sales and funds are one hundred percent (100%) maintained by the host organization, so creativity in fund raising is encouraged.
 - b. The host organization assumes all financial responsibility for promotional items. Promotional item(s) are one hundred percent (100%) the responsibility of the host organization unless unforeseen circumstances arise and the State Administrative Committee (SAC) approves the unforeseen expense(s).

7. Spectators. Set-up entry location and information services for spectators.
 - a. Admission fees for spectators are one hundred percent (100%) maintained by the host organization.
 - b. Admission fees for spectators shall not exceed the amount specified by the State Administrative Committee (SAC). The current admission fees rates for spectators are established by the Wyoming State Administrative Committee (SAC) as follows:

Description	Spectator Entry Fee
Adults (13+)	\$10.00/session

Seniors (65+), Children 12 & under	\$5.00/session
Veterans & Active Military	\$0.00 (free)
Weekend Pass – Adults (13+)	\$25.00/person
Weekend Pass – Seniors (65+), Children 12 & under	\$15.00/person

- c. Create signs for spectator fees if necessary.
- d. The amount of spectator fees collected and the number of spectators admitted to the State Championship must be maintained. The amount collected and the number of spectators' information must be provided no later than one (1) week following the State Championship to the Wyoming State Administrative Committee Chairman (SACC) for inclusion in the financial report submitted to the Regional Administrative Committee Chairman (RACC).

8. Awards.

- a. The State Administrative Committee Chairman (SACC) will order medals, ribbons and trophies and have shipped to the host organization.
- b. The State Administrative Committee Chairman (SACC) will provide the host organization with any remaining medals, ribbons and trophies from the previous year's State Championships.
- c. The host organization should verify the count of medals, ribbons and trophies that were received match those ordered by the State Administrative Committee Chairman (SACC).
- d. The host organization should check for any damage to medals, ribbons and trophies in enough time to obtain replacements if required.
- e. The host organization should verify the inventory received (both new and old) and make sure that there are enough medals, ribbons and trophies to match the age groups established in the scoring system.
- f. The host organization should have a method for printing regional qualifiers' certificates at the meet. Regional qualifying athlete's certificates have to be printed with the athlete's name and presented to regional qualifiers at the end of individual event and All-Around (AA) awards.
- g. Any issues regarding awards should immediately be communicated to the State Administrative Committee Chairman (SACC).
- h. Any excess ribbons, medals or trophies not used at the State Championship are required to be returned to the State Administrative Committee Chairman (SACC).

9. Facility or Venue Review. The host organization should finalize any facility or venue requirements prior to the date(s) of the State Championship.

- a. Have contact information for individuals that need to unlock doors.
- b. Assure that adequate stocked and clean restroom facilities are available.

10. USAG Branding Kit. The host organization should display the signs from the USA Gymnastics Branding Kit.

- a. The State Administrative Committee Chairman (SACC) will provide access to the sanction information which the host organization can then use to obtain the branding kit documents.

11. Scoring System, Age Groups, Competition Sessions, Event Order and Athlete Draw. Creation of the age groups, competition sessions, event order and athlete draw will be coordinated by the Wyoming

USAG State Administrative Committee Chairman's (SACC's) designee, the Meet Director and the host organization.

- a. **The day after the on-line registration date has closed**, the host organization should import all athlete information into the electronic scoring system.
- b. Athlete competition numbers should be assigned.
- c. Age groups must be established based on the State Administrative Committee's (SAC's) policies and procedures for the State Championship.
- d. Competition sessions, event order and athlete draw should be generated using the scoring system when possible.
- e. Age groups, competition sessions, event order and athlete draw information and schedules must be submitted **within three (3) days of the on-line registration close date** for review and approval by the Wyoming State Administrative Committee (SAC) before being sent to the competing clubs.

12. Create Score Cards. The host organization must create score cards for each athlete.

- a. Score cards should provide an area for open scoring (a place for the Start Value to be written and both judges scores must be listed) as required at the State Championship for the Xcel program and all JO program optional levels.

13. Verify Professional Memberships. The host organization should check and/or verify that the USAG memberships of all coaches, judges and athletes are active and valid.

- a. All coaches and judges must be current USAG professional members and in good standing. ALL COACHES HAVE TO BE VERIFIED BY THE MEET DIRECTOR OR MUST SHOW THEIR USA GYMNASTICS PROFESSIONAL MEMBERSHIP CARD TO BE ON THE COMPETITIVE FLOOR.
- b. Only athletes competing in the designated session will be permitted on the competition floor.

14. Judge's Tables. The host organization should provide the following information on the judge's tables:

- a. Following items MUST be included at judge's tables
 - i. Warm-up time charts (can be obtained from the USA Gymnastics Branding Kit);
 - ii. Stop watches (at least one (1) on Vault and Bars, two (2) on Beam and Floor);
 - iii. Instructions for volunteers on how to time events, including how to time falls on beam.
- b. Items that can be considered on judge's tables, but NOT required
 - i. Calculators;
 - ii. Notebooks and pens/pencils;
 - iii. Snacks, tissue and water.
- c. Volunteers needed at judge's table include:
 - i. Warm-up timer;
 - ii. Timer for timed events (Beam and Floor);
 - iii. Out of Bounds indicator(s) for Floor;
 - iv. Separate 'Fall' timer for Beam;
 - v. Score keeper – individual to enter scores into electronic system and separate individual to write scores, if also keeping heat sheets.

15. Final Documentation and Report Requirements. The host organization and the State Administrative Committee Chairman (SACC) must complete and submit any and all required reports to the Regional Administrative Committee Chairman (RACC) and the National USA Gymnastics office by the deadline(s) required.
- a. All required sanction report information must be submitted to the National USA Gymnastics' office by the required deadline dates.
 - b. The host organization must submit all receipts to the State Administrative Committee Chairman (SACC) for reimbursement. Detailed receipts or invoices must be provided no later than one (1) week following the State Championship to the Wyoming State Administrative Committee Chairman (SACC). Expenses not submitted to the State Administrative Committee Chairman (SACC) within one (1) week from the date of the State Championship will be the full and complete responsibility of the host organization.
 - c. The host organization must submit promotional item income and expense information and spectator information (refer to #7 under HOST ORGANIZATION AND MEET DIRECTOR'S RESPONSIBILITIES) to the State Administrative Committee Chairman (SACC) for inclusion in the final income and expense report.
 - d. The host organization or the Meet Director must mail or e-mail results from the State Championship to the State Administrative Committee Chairman (SACC) within seventy-two (72) hours of the competition. (R&P 2018-2019, P. 52 (Xcel) and P. 83 (JO)).

WYOMING USA GYMNASTICS' STATE ADMINISTRATIVE COMMITTEE CHAIRMAN (SACC) AND STATE ADMINISTRATIVE COMMITTEE (SAC) RESPONSIBILITIES: Once the State Championship bid is awarded, the State Administrative Committee (SAC) must consider and will be responsible for the following items and deadlines (deadline dates are indicated in '**BOLD**')

1. Sanction. The State Administrative Committee Chairman (SACC) applies for the sanction through USA Gymnastics.
 - a. The sanction request should be completed and open for athlete registration by **January 1st** prior to the date(s) of the State Championship.
 - b. Once sanction is approved, provide access to the host organization's meet director and/or personnel.
 - c. Once sanction is approved, provide access to all members of the State Administrative Committee (SAC).
 - d. Indicate judge's Meet Referee on Sanction once decided by SAC.
 - e. Verify judge's professional membership(s) on Sanction once decided by SAC.
2. Certificate of Insurance. Once the sanction is received, the certificate of insurance form should be completed and submitted per the instructions provided on the USA Gymnastics' website by the State Administrative Committee Chairman (SACC).
3. USAG Branding Kit. The State Administrative Committee (SAC) will supply the signs from the USA Gymnastics Branding Kit to the Meet Director and/or host organization personnel.
 - a. This is completed by providing access to the host organization and/or meet director (refer to WYOMING USA GYMNASTICS' STATE ADMINISTRATIVE COMMITTEE CHAIRMAN (SACC) AND STATE ADMINISTRATIVE COMMITTEE (SAC) RESPONSIBILITIES #1 above).

4. Judges. The judges contracted for the State Championship are determined by the State Administrative Committee (SAC).
 - a. The State Administrative Committee Chairman (SACC) should setup the judge's request in the GymJas on-line system so that the Wyoming National Association of Women's Gymnastics Judges (NAWGJ) State Judging Director (SJD) can begin assigning judges. Eight (8) judges are requested. This should be completed immediately following the bid award.
 - b. The State Administrative Committee Chairman (SACC) should send required fees to the Wyoming National Association of Women's Gymnastics Judges (NAWGJ) State Judging Director (SJD) who will contract the judges. There is a three dollar (\$3.00) assigning fee for each judge charged by the National Association of Women's Gymnastics Judges (NAWGJ).
 - c. The State Administrative Committee (SAC) determines the Meet Referee and the judge's event assignments.
 - d. The State Administrative Committee Chairman (SACC) creates travel arrangements or purchases plane ticket if needed for judges.

5. Session Order. The State Administrative Committee (SAC) will determine a session order by program and level for the State Championship based on total registered athletes in the State for the competitive season. The session order will be included with the Pre-Meet Information sent out by **January 1st**.

6. Pre-Meet Information. The State Administrative Committee Chairman (SACC) must coordinate with the host organization to provide pre-meet information (refer to #2 under HOST ORGANIZATION AND MEET DIRECTOR'S RESPONSIBILITIES). The pre-meet information must be received by the host organization by **December 1st** for review by the State Administrative Committee (SAC). The pre-meet information is sent by the State Administrative Committee Chairman (SACC) to all Wyoming USAG members by the **January 1st** prior to the date of the State Championship.

7. Judge's Hotel Accommodations. If judge's hotel room(s) must be secured, the State Administrative Committee Chairman (SACC) will reserve the room(s) with the State's credit card (refer to #3 under HOST ORGANIZATION AND MEET DIRECTOR'S RESPONSIBILITIES).

8. Judge's Information Prior to Date of State Championship. The State Administrative Committee Chairman (SACC) coordinates and notifies judges of information that would be helpful to the judges prior to the State Championship date(s). Information should include:
 - a. Report time(s);
 - b. Session times if available;
 - c. Hotel information including address, phone number(s) and room assignments;
 - d. Meet site address and directions;
 - e. Contact information (ex. host organization/Meet Director, SACC and SJD);
 - f. Include meal information including which meals will be provide at the meet site and which meals the judges need to obtain themselves.

9. Judge's Folders. The State Administrative Committee Chairman (SACC) should coordinate with the host organization and the NAWGJ State Judging Director (SJD). Items that need to be included in judge's folders include:
 - a. Current Internal Revenue Service (IRS) W-9 form;

- b. Judge's expense vouchers (duplicate copies). Expense vouchers can be obtained from the State Judging Director (SJD).
 - c. Print out of meet information, schedules, rotations times, etc.
10. Awards. The State Administrative Committee Chairman (SACC) orders the medals, ribbons and trophies for the State Championship.
- a. Obtain any remaining medals, ribbons and trophies from the previous year's State Championships.
 - b. Determine need based on registered athletes in the State and age groups.
 - c. Medals, ribbons and trophies can be sent directly to the gym hosting the State Championships and any remaining awards from the previous year should be given to the host gym.
 - d. Create certificates for regional qualifiers and provides documents to host organization prior to the meet.
11. Senior Recognition. Graduating seniors are recognized at the State Championship by the State Administrative Committee (SAC) in coordination with the athlete's coach.
- a. Emails all Wyoming USAG members to obtain list of graduating seniors for year.
 - b. Creates certificates (judge's testing fee reimbursement) for senior recognition awards.
 - c. Coordinates with host organization to determine sessions that seniors will compete and when during competition seniors will be recognized (ex. recognized at the opening ceremonies or during the awards).
12. Verify Qualified Athletes. The State Administrative Committee's (SAC's) JO and Xcel Coordinator positions must verify that every competing athlete registered for the State Competition has qualified to enter. This is done by comparing sanction entries to records maintained by the State Administrative Committee's (SAC's) JO and Xcel Coordinator positions throughout the competitive season(s).
13. Competition Sessions, Event Order and Athlete Draw. Creation of the competition sessions, event order and athlete draw will be coordinated by the Wyoming USAG State Administrative Committee Chairman's (SACC's) designee and the Meet Director (refer to #11 under HOST ORGANIZATION AND MEET DIRECTOR'S RESPONSIBILITIES for additional information).
- a. Meet information and schedules must be reviewed and approved by the Wyoming State Administrative Committee (SAC) before being sent to the competing clubs.
 - b. The State Administrative Committee Chairman (SACC) sends all final approved meet information and schedules to State members.
14. Final Documentation and Report Requirements. The State Administrative Committee Chairman (SACC) in coordination with the host organization must complete and submit any and all required reports to the Regional Administrative Committee Chairman (RACC) and the National USA Gymnastics office by the deadline(s) required.
- a. Immediately following the meet, the State Administrative Committee Chairman (SACC) processes the judges' checks via the USA Gymnastics accounting system.
 - b. Within seventy-two (72) hours of the competition, mail or e-mail a copy of the sanction report form to USA Gymnastics, Indianapolis, IN.

- c. Within four (4) weeks of the competition and receiving the final receipts, send the financial report and payment for hosting the State Competition to the host gym and a copy to the Regional Administrative Committee Chairman (RACC) with any fees due to the Region.

STATE CHAMPIONSHIP BID APPLICATION DETAILED INFORMATION (Please type answers in the boxes below):

The Wyoming USAG State Administrative Committee (SAC) will meet to review bids and vote on the site of the State Championship. This evaluation procedure requires bid forms to be very explicit; addressing all aspects of directing the Wyoming State Championship. Indicate clearly, specifically and in detail the following information:

1. A detailed and accurate answers to all questions provided below.
2. An estimated, detailed, budget and break down of all costs (spreadsheet form is included with this bid form).
3. Any and all additional information that the organization would like the Wyoming USAG State Administrative Committee (SAC) to consider when reviewing competing bids.

<u>Question</u>	<u>Detailed & Specific Answer</u>
1. Host Organization.	
2. Meet Director(s) name(s).	
3. USAG #'s for Meet Director(s).	
4. Email and phone contact information for Meet Director(s).	
5. Has the organization ever hosted a State Meet? If "Yes", please enter meets and dates.	
6. Has the organization hosted invitational meets? If "Yes", please enter meets and dates.	
7. Is this an experienced Meet Director(s)? If "Yes", please explain.	
8. Approximate number of trained volunteers available to work during the weekend. Explain in what positions volunteers will be used during the meet.	

<p>9. Competition Facility or Venue. Explain any time or date constraints that may affect the State Championships. For example, “the facility or venue is not available until 3:00 p.m. on Friday, March 19th for setup”. Please be very specific regarding any restrictions.</p>	
<p>10. Competition Facility or Venue Location (Address).</p>	
<p>11. Facility or Venue Dimensions/Square Footage.</p>	
<p>12. Number of Restrooms and locations at facility or venue.</p>	
<p>13. Number and type of seats available for spectators in the competition area.</p>	
<p>14. Does Facility or Venue have separate changing area/locker room/bathrooms for athletes?</p>	
<p>15. Is the awards area separate from the competition arena?</p>	
<p>16. Describe awards set up/area.</p>	
<p>17. Number and types of seats available for spectators in the awards area.</p>	
<p>18. Please provide the dimensions of the coaches and judges’ hospitality area.</p>	
<p>19. Is there a private room or separate room for judges (to watch required base score</p>	

video and discuss)?	
20. Concession space available. Include any specifics regarding concessions such as who will run, food to be served, costs, etc.	
21. Description of parking lot.	
22. Number of parking spaces available adjacent to meet site.	
23. Is parking free? If not, explain the amount of parking fees. Explain any discounts such as group, multiple sessions, senior citizens, etc.	
24. Scoring program that will be used.	
25. Score flashing system that will be used. Note: This might only be used in the event of a scoring program malfunction.	
26. Equipment supplier if needed. Include all costs of equipment supplier.	
27. Manufacturer of Equipment.	
28. Name of medical service you will be providing. This is recommended, but not required to have an on-site medical service(s).	
29. Describe if there is a theme for the State Meet. Include any copies of design(s) if they have been created (If not, these can be submitted to the State Administrative Committee by November 1st).	

<p>30. Approximate number of hotels within a ten (10) mile radius of meet facility or venue.</p>	
<p>31. Hotel venue and information for judges. Include detailed cost information for judges' hotel expenses, including any donated meals or room expenses.</p>	
<p>32. Include any additional information that should be considered in reviewing this bid. This can include any information which distinguishes this bid proposal from other potential bids.</p>	

TYPE OF COMPETITION FORMAT (2019-2020 Rules & Policies (R&P) P. 99-102):

Please Indicate the Type of Competition Format indicated in USA Gymnastics Rules & Policies that is available for the State Championship by placing an "X" in the field next to the description. If the bidder has a venue and equipment that is capable of using various formats, please select all that apply. If multiple formats are available, the State Administrative Committee (SAC) will decide on the final format based on number of athletes.

Traditional Format:

- _____ 1. Meets in which the open stretch, timed warm-ups and competition are conducted in one (1) gym, with the timed warm-ups on all four (4) events first, then competition on all four (4) events (30-second touch warm-ups are required under certain conditions);
or

- _____ 2. Meets in which the open stretch and timed warm-ups on all four (4) events are conducted in a warm-up gym, then the athletes move to a competition gym in order to compete on all four (4) events. (30-second touch warm-ups are always required when the timed warm-ups are conducted on apparatus other than the competition apparatus.

Modified Traditional Format:

- _____ 1. Meets in which the open stretch, timed warm-ups and competition are conducted in one (1) gym in which there is only one (1) set of apparatus. The timed warm-ups immediately precede competition on each event (this format eliminates the requirement of a 30-second warm-up).

Non-Traditional Formats:

- _____ 1. Capitol Cup Type - meets that have two (2) sets of apparatus (one (1) for competition and a duplicate set for warm-ups) either in the same or in separate gyms and that alternate the warm-ups and competition, one (1) event at a time; or

- _____ 2. Modified Capitol Cup – meets which have two (2) sets of apparatus in one (1) gym and in which the first (1st) four (4) squads (Flight 1) have timed warm-ups and competition on one (1) set of apparatus, while the second (2nd) four (4) squads (Flight 2) have timed warm-ups and competition on the other set of apparatus.

ACKNOWLEDGEMENT AND SUBMISSION OF STATE MEET BID FORM:

By submitting this bid, I acknowledge that I have read and understand all the requirements and that the information submitted in this bid is factual. Failure to fulfill the agreement will result in the possible rejection of future bids by the Wyoming USAG State Administrative Committee (SAC) to host State Championship(s).

Any changes to the above prior to or after bid is awarded must be submitted to the State Administrative Committee (SAC) to approve. If any of the requirements above, any rules listed in the USAG Rules and Policies (R&P) are not met, every possibility will be made to relocate the meet.

I agree to uphold all State Championship requirements including any pre-meet and post-meet requirements as dictated by USA Gymnastics and the Wyoming USAG State Administrative Committee (SAC). I also assume all financial responsibility for this competition. This bid proposal and any attached documents, budget documents and USAG Rules and Policies (R&P) serve as a contract agreement between myself as representative for the host organization and the Wyoming USAG State Administrative Committee (SAC).

Host Organization/Club Name: _____

Meet Director's Printed Name: _____

Meet Director's Signature: _____ **Date:** _____

Meet Director's USAG Pro Member Number: _____ **Expiration Date:** _____

SUBMIT BIDS VIA EMAIL:

1. Bids Due By: Saturday, August 1, 2020 at Midnight (12:00 p.m. Mountain Time)

2. Email Completed Signed Bid and Budget To the following three (3) SAC members:
 - a. State Administrative Committee Chairman (SACC) at usagwy@gmail.com; and
 - b. State Administrative Committee (SAC) East Representative at usagwyeast@gmail.com; and
 - c. State Administrative Committee (SAC) West Representative at usagwywest@gmail.com.