***Introduction***

*This document is part of the documentation required to ask for a FAI/CIA Sanction for an official event.*

*It helps the Organizer with the event planning, provide detail information to CIA Delegates to approve the event at the CIA Plenary, provide information to competitors and officials so they would be interested in attending the event, etc. so it is important that all information is completed.*

*Before starting to fill in the Sanction Application Form, you may wish to read the following documents to clarify any issues:*

* *FAI First Category Event Sanction Procedures or CIA Sporting Event Sanction Procedures*
* *FAI Sporting Code - Section 1*
* *FAI Sporting Code - General Section*
* *Protocol for FAI and CIA Sanctioned Events*
* *CIA Competition Operation Handbook*

*The NAC Letter of Approval needs to be sent together with this application and no later than the Plenary where the Sanction will be granted.*

*Please, take into consideration that not all information is needed for all types of events. So when the information doesn’t concern your event, please write « not apply » in the respective field.*

*Please use the DDMMYYYY format for all dates in the form.*

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| *When the Sanction Application Form is completed, please send it to the FAI/CIA Event Development Service –EDS to start the Sanction Process***Section 1 - Main Information**  *All the information in this section is mandatory and need to be updated before the CIA Plenary where the event will be asking for a FAI/CIA sanction. No changes are allowed after the sanction is granted.*  *This section will become Annex C to the FAI Organiser Agreement, therefore ALL parts MUST be fully completed.* | | | | | | | |
| **Date of initial submission: 14/01/2019\_** | | **Date of last modification: \_\_/\_\_/\_\_\_\_\_** | | | | **Date of final version:**  **\_\_/\_\_/\_\_\_\_** | |
| **EVENT DETAILS** | | | | | | | |
| Event Title & Sub-Title: | **4th Women’s World Hot Air Ballooning Championships** | | | | | | |
| Event Venue  *Location name and country (include any countries that may be overflown)* | **Northam, Australia** | | | | | | |
| Event Dates ***August/September 2021*** | Opening Ceremony *(date & time)* ***TBA*** | | | Closing Ceremony *(date & time)* ***TBA*** | | | |
| FAI / CIA Sub-class | AX – Hot Air Balloons  BX – Hot Air Airship | | AA – Gas Balloons  AA – WLD - Gordon Bennett | | | | BA – Gas Airships  AM – Rozier Balloons |
| FAI Type of Event | FAI World Championship  FAI Continental/Regional Championship  CIA Category One International Event | | | | CIA Sporting Event  Other: | | |
| FAI / CIA Category | General | | Women | | | | Junior |
| Registration Starts *(date & time)* | **TBA** | | General Briefing *(date & time)* | | | | **TBA** |
| 1st Competition Flight *(date & time)* | **TBA** | | Last Competition Flight *(date & time)* | | | | **TBA** |
| Extra Flight if needed *(date & time)* | **TBA** | | Resting Period *(if any, date & time)* | | | | **TBA** |
| Invitation Process Starts *(date)* | **TBA** | | Entry Closing Date *(1st round)* | | | | **TBA** |
| Organising National Airsport Control – NAC | **Air Sport Australia Confederation (ASAC)** | | Organising NAC’s CIA Delegate *(name, email, phone)* | | | | **Steve Ireland**  [**Sji213@webone.com.au**](mailto:Sji213@webone.com.au)  **+61 418 628 962** |
| Organising Body *(Entity / Club / Company)* | **Northam Balloon Events** | |  | | | |  |
| Main Contact / General Manager *(name, email, phone)* | **Gren Putland,** [**gren.putland@gmail.com**](mailto:gren.putland@gmail.com)**, +61 409 113 011** | | | | | | |
| Official Mailing Address  *(postal address, email, fax, phones)* | Address: **PO Box 1, Northam, Australia** | | | | | | Email: **TBA** |
| Phone: |

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| **ORGANISERS EVENT EXPERIENCE** | | | | | | |
| *Organiser’s previous event organisation experience (list of main events and all FAI events with year, place, number of competitors, number of flights and tasks flown)*  ***Australian National Hot Air Balloon Championships 1982, Northam, 4 tasks***  ***Australian National Hot Air Balloon Championships 1984, Northam, 10 tasks***  ***Australian National Hot Air Balloon Championships 2015, Northam, 12 competitors (\*), 9 flights, 23 tasks***  ***Australian National Hot Air Balloon Championships 2017, Northam, 22 competitors (\*\*), 9 flights, 20 tasks***  *\*plus 4 international pilots who competed in the Northam Aero Club International Cup*  *\*\*plus 4 international pilots who competed in the Geoff Green International Memorial Cup* | | | | | | |
| **EVENT OFFICIALS** | | | | | | |
| Event Director *(name, country, email, attach CV)* | **Gary Lacey, AUSTRALIA, drgaz@yahoo.com** | | | | | |
| Deputy Director *(name, country, email, attach CV)* |  | | | | | |
| Safety Officer *(name, country, email, attach CV)* |  | | | | | |
| PR Officer / Media Officer *(name, email)* |  | | | | | |
| Organisational Structure *(Article 3.4 of the Organisers Agreement*) | *(Summery of the organizers Organisational Structure. A full version shall be submitted seperatly as an appendix to this document)* | | | | | |
| Proposed Jury members (at least 6 names are required) | 1.  2.  3. | 4.  5.  6. | | | |  |
| **INVITATION AND ENTRY PROCEDURE** | | | | | | |
| Number of eligible NACs | **ALL** | | | Equal number of competitors / NAC | | **2** |
| Additional Invitations Procedure  (SC01 5.6.4.3) |  | | | | | |
| Maximum number of entrants | **42** | | Number of medal holders invited | | **3** | |
| Entry Conditions  (SC01 5.6.4.1) |  | | | | | |
| **DEADLINES AND REGISTRATION DETAILS** | | | | | | |
| Registration Method and Details *(mail, fax, email, online)* |  | | | | | |
| Entry Fee for Competitors *(amount, currency and what is included)* | **AUD$500** | | | | | |
| Entry Fee Method of Payment and Details | Money order  Cheque  Cash  Credit card  Other:  Details: | | | | | |

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| Dates for Invitation process *(dd.mm.yyyy)* | Letter to NACs will be sent on |  |
| Deadline for NACs to send nominations |  |
| Individual Invitation to Competitors will be sent on |  |
| 1st round deadline for Competitors application and entry fee |  |
| 2nd round deadline for Competitors application and entry fee |  |
| Remarks: |  |

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| Protest Fee *(amount, currency)* |  |
| Official Language | **ENGLISH** |

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| ORGANISER AGREEMENT DETAILS | | |
| Safety Plan and Risk Assessment: | ***(Summery of the organizers Safety Plan / Risk Assessment. A full version shall be submitted seperatly as an appendix to this document)*** | |
| Medical Rescue and Emergency Assistance | Briefing Centre: *(please describe what kind of medical assistance will be guaranteed)* | |
| Launch Fields: *(please describe what kind of medical assistance will be guaranteed)* | |
| During the flight times *(please describe what kind of medical assistance will be guaranteed)* | |
| Other | |
| Media Rights (*as required by Article 6 of the Organisers Agreement*) | (State if the Organiser will have a media production for the event. If no then explanation is required) | |
| Commercial Rights (*as required by Article 7 of the Organisers Agreement*) | (Describe the Commercial/Sponsorship concept, and how the revenue distribution will be implemented) | |
| Event Budget: *as required by Article 8 of the Organizers Agreement)* | *(Summery of the organizers Event Budget, A full version shall be submitted seperatly as an appendix to this document)*  ***See attached.*** | |
| Insurance Provided & Covered by Organisers *(as required by Article 9 of the Organizers Agreement)* | Third Party: |  |
| Air Display Public Liability: |  |
| Organisers & Officials On-ground Risks: |  |
| Observer On-board: |  |
| Other: |  |

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| FAI Authority to be shown on: | Rules  Logo  Program  Official documents  Other: | | |
| Courtesy Invitations to be sent to: | FAI President:  Yes  No Date:  CIA President:  Yes  No Date:  Remarks: | | |
| CIA and FAI Protocol will be followed? | Yes  No  Remarks: | The organisers will respect the FAI Environmental Code of Ethics? | Yes  No  Remarks: |
| Event with Loggers | Yes  No Event with Observers  Yes  No | | |
| GPS Loggers | Type of GPS Logger to be used:  Details: | | |

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| **Section 2 - Additional Information**  *The information in this section is important for the evaluation of the event in the Sanction Process. Additionally it provides competitors information on how they can plan their participation. Therefore, please fill in all information as complete as possible.*  *Changes are allowed after the Sanction is granted only in order to improve the event.* | | | | | | |
| Official Event Website |  | | | | | |
| Event President *(name, email)* |  | | | | | |
| Event Prizes Offered and Details |  | | | | | |
| Opening Ceremony  *(Location & Coordinates)* |  | | | | | |
| Closing Ceremony / Prize-giving *(Location & Coordinates)* |  | | | | | |
| Country Admission Conditions *(Visa’s required, etc.)* |  | | | | | |
| Preferred Place of Entry & Closest Major Cities *(Special custom clearance & directions and distances to main cities)* |  | | | | | |
| Local language | English | | | | | |
| Location Description & Characteristics | General Description | | | |  | |
| Geographic Position *(coordinates of competition map center)* | | | |  | |
| Topography *(mountains, sea, lakes, rivers)* | | | |  | |
| Landing Areas *(open fields, wooded area, farming, crops, cattle)* | | | |  | |
| Main villages around the flying area | | | |  | |
| Other Description | | | |  | |
| Common Launch Areas *(coordinates & description)* |  | | | | | |
| Landowner Restrictions |  | | | | | |
| Meteorological characteristics *(as expected for the period of the event)* | Weather conditions:  Prevailing winds (speed / directions):  Temperatures:  Sunrise & Sunset time for the first competition day: | | | | | |
| Airspace Structure & Limitations | NOTAM Description | | | |  | |
| Flight Limitations | | | |  | |
| Number of PZs expected & Descriptions | | | |  | |
| Competition Area Altitude Limitations | | | |  | |
| Competition Area Dimensions *(based on CLP, in km – north/south & east/west*) | | | |  | |
| Competition Map Details | DATUM |  | | | | |
| Scale |  | | | | |
| Grid lines |  | | | | |
| Paper Size |  | | | | |
| Electronic Version Available | | No  Yes – expected on date: | | | |
| Electronic Version File Format | | JPEG  PNG  Other (please state): | | | |
| Remarks |  | | | | |
| Driving Particularities *(Right hand, left hand, speed limitations, International Driver’s License required, etc.)* |  | | | | | |
| Road Network and Infrastructure |  | | | | | |
| Venue Description, Coordinates & Characteristics | Competition Center *(coordinates & description)* | | | |  | |
| Briefing Facilities *(coodinates & description – tent, hall, etc.)* | | | |  | |
| Media centre *(description)* | | | |  | |
| Internet connection | | | |  | |
| Social activities | | | |  | |
| Other information | | | |  | |
| Stewards *(name, country, email, attach CV)* |  | | | | | |
| Chief Scorer *(name, country, email, attach CV)* |  | | | | | |
| Chief Debriefer *(name, country, email, attach CV)* |  | | | | | |
| Chief Observer *(name, country, email, attach CV)* |  | | | | | |
| Technical Support Officer *(name, country, email, attach CV)* |  | | | | | |
| Scoring Program *(name, developer, email, brief description, last FAI events using the program, link for downloading)* |  | | | | | |
| Special Arrangements and Assistance for Competitors *(Details on balloon equipment rental services, additional crew available, rent-a-car assistance, accomodation, meals, travel allowance, etc.)* |  | | | | | |
| Equipment Limitations |  | | | | | |
| Special Safety Requirements |  | | | | | |
| Insurance Requirements for Competitors and Details | Third party:  Passenger: | | | | | CSL:  Other: |
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| Travel & accommodation arrangements for officials | Travel Arrangements: | | |  | | |
| Travel Allowance *(amount and currency)*: | | |  | | |
| Vehicles Provided: | | |  | | |
| Type of Accommodation: | | |  | | |
| Meals Provided: | | |  | | |
| Other Information / Remarks: | | |  | | |
| Travel & accommodation arrangements for observers | Travel Arrangements: | | |  | | |
| Travel Allowance *(amount and currency)*: | | |  | | |
| Vehicles Provided: | | |  | | |
| Type of Accommodation: | | |  | | |
| Meals Provided: | | |  | | |
| Other Information / Remarks: | | |  | | |

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| **For EDS use only**  *This section if for EDS use only and the Organizer will get an update* ***when*** *change****s******are*** *made.* | | | |
| Bid Document submitted to EDS |  | Date |  |
| Sanction Application submitted to EDS |  | Date |  |
| Status / Report on new versions |  | | |
| ASC Coordinator *(name, email)* |  | | |
| NAC Letter of Approval Status |  | | |
| Organizer Agreement Status |  | | |
| Event Logo Status |  | | |
| Sanction Fee (CHF) |  | Sanction Fee Status |  |
| Performance Bond (CHF) |  | Performance Bond Status |  |
| Event Rules Status |  | | |
| Jury approved by Plenary / Jury Board (names, emails) | Jury President:  Jury Member:  Jury Member: | | |
| Bid Status to FAI | Recommend:  Yes  No Date: | | |
| FAI Sanction “Kit” Status | FAI & CIA Flags:  Medals:  Diplomas:  Remarks: | | |
| Opening and Closing Ceremonies Agenda Reviewed |  | | |