



INTENT TO BID

LEVEL 9 EASTERN / WESTERN CHAMPIONSHIPS

DEADLINE: Tuesday, December 1ST, 2026

* Completed form along w/ any other relevant bid documents to be sent the Women's Program @ women@usagym.org.

DATES

2028	Day 1 Wednesday Load-in	Day 2 Thursday Training	Day 3 Friday Competition	Day 4 Saturday Competition	Day 5 Sunday Competition / Load-out
Level 9 Easterns / Westerns	April 26	April 27	April 28	April 29	April 30

* Copy of venue contract with correct dates must be provided to USAG

* Venue must be available starting 12 pm on Day 1 through 11:59 pm on Day 5

BIDDER INFORMATION

Organization's Full Legal Name: _____

Organization City, State: _____

Contact Name: _____ Title: _____

E-mail: _____ Phone: _____

List of previous gymnastics or high-level sporting events hosted by organization within the last three years:

Organization (if different from above) that will be responsible for the event: _____

PARTNER ORGANIZATIONS COMMITTED TO ASSIST WITH EVENT

List of local organizations that may provide financial or other assistance to event:

1. Partner Organization 1: _____

Area of Assistance: _____

2. Partner Organization 2: _____

Area of Assistance: _____

3. Partner Organization 2: _____

Area of Assistance: _____

PROPOSED VENUE

Venue name(s): _____ City, State: _____

Seating capacity: _____ Type of seating available for event: _____

Distance between venue and closest airport(s): _____

Distance between venue and proposed hotel option(s): _____

- Please list any city-wide event that is scheduled to take place within 6 months of the scheduled event dates, including any events taking place within the vicinity of the host city during the weekend of the event:



TICKETING

Box office: YES NO Will be using an outside ticketing source: Name: _____

- Please list any city, state, county or facility sales tax or other surcharge (arena fee, parking fee, etc.) That will be imposed on event tickets: _____

TRAVEL

Closest international airport: _____

Other airport options: _____

Distance between closest airport and proposed hotel option(s): _____

Distance between venue and proposed hotel option(s): _____

PROPOSED HOTEL OPTION(S)

- USA Gymnastics housing partner, J Team Management, is responsible for contracting with the hotel or hotels directly on behalf of USA Gymnastics and will handle all reservations.
- Host is required and agrees to exclusively use and refer all persons associated with the Event including but not limited to Event participants (including judges), Event support personnel and vendors, and volunteers the services of USAG's Travel Agency for all hotel accommodations and hotel services for the Event.

HOTELS WITHIN 10 MILES OF VENUE

1. Hotel name: _____ Contact: _____
2. Hotel name: _____ Contact: _____
3. Hotel name: _____ Contact: _____

** The below grids show the required minimum room nights required for a city to hold this event successfully.*

WESTERN (R1, R2, R3, R4) Championships						
	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Single	20	40	40	30	10	140
Double	50	115	130	110	20	425
Total	70	155	170	140	30	565

EASTERN (R5, R6, R7, R8) Championships						
	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Single	30	40	50	40	5	165
Double	50	100	130	100	30	410
Total	80	140	180	140	35	575



INITIAL EACH ITEM BELOW TO SHOW THAT YOU UNDERSTAND THE EXPECTATIONS OF THE EVENT HOST:

HOST RESPONSIBLE FOR:	AGREE	USAG RESPONSIBLE FOR:
Securing & cover costs of judge flights, onsite transportation, hospitality		Secure sanction + liability insurance policy
Secure & cover costs of scoring provider (<i>ProScore</i>)		Create and distribute Official Event logo
Secure required medical		Securing hotel blocks(s) for event (<i>all attendees, officials, event staff, USAG personnel, national partners, etc.</i>)
Cover costs of housing (all officials + event staff)		Finance housing (<i>attending USAG personnel</i>)
Secure & cover cost of Welcome Party (<i>venue, entertainment, F&B, etc. – 100% of all proceeds remain w/ host</i>)		Securing judging panels + auxiliary judges
Finance awards order		Establish communication b/w host & National Partners
Secure and finance event credentials		Secure event merchandise provider (<i>ASO</i>) (<i>30% of all net sales to be provided to host after completion of event</i>)
Provide needed volunteers for set-up/tear down		Submit awards order (<i>A1 Awards</i>)
Submit vendor requests outside of National Partners for approval (<i>100% of all vendor & booth fees remain w/ host</i>)		Secure and finance competitor numbers
		Signage (2x East/West stand up banners, 1x hanging banner)
		Maintain website

Host is solely responsible for all expenses in connection with the Event.