



# **OFFICIAL BID FORM**

*To Host The*

# **MEN'S DEVELOPMENT PROGRAM EASTERN or WESTERN NATIONAL CHAMPIONSHIPS**

USA Gymnastics • 1099 N. Meridian St., Suite 800 • Indianapolis, IN 46204

## OFFICIAL BID

For consideration to host the Men's Development Program Eastern or Western National Championships, complete this bid packet and submit it to USA Gymnastics. Please be advised that after appropriate site visits, a more detailed contract shall be offered to the selected Host (formerly known as LOC) based upon the terms and conditions of this bid. If you have any questions relative to the completion of this bid, please contact:

USA Gymnastics  
1099 N. Meridian St., Suite 800  
Indianapolis, IN 46204

Jason Woodnick  
Vice President of Men's Program  
(317) 829-5634  
[jwoodnick@usagym.org](mailto:jwoodnick@usagym.org)

or Lisa Mendel  
Men's Program Manager  
(317) 829-5664  
[lmendel@usagym.org](mailto:lmendel@usagym.org)

The Men's Development Program East or West Championships will take place on these dates:

Year	Date of Event	Bid Packet Due By	Event Awarded By
2026	April 24-26	August 1, 2024	October 1, 2024
2027	April 30-May 2	July 1, 2025	October 1, 2025

*Bid packet will be updated with 2028 and beyond in the fall of 2026.*

- The Men's Development Program Western National Championships participants are from Regions 1, 2, and 3. See Appendix A for regional map.
- The Men's Development Program Eastern National Championships participants are from Regions 4, 5, and 6. See Appendix A for regional map.
- The Men's Development Program Eastern or Western National Championships includes competition for approximately 700 athletes from the following divisions:
  - Level 6 JE, age group 10-11-12
  - Level 7 JN, age groups 12-13, 14-15, and 16+
  - Level 8 JN, age groups 12-13 and 14+
  - Level 9 JN, age groups 13-14 and 15+
- Competition lasts from Friday to Sunday of the weekend scheduled for the event; an example schedule is shown below. Sessions may be run using either an A/B format (preferred) or a Capitol Cup/Modified Capitol Cup format and, therefore, may require a competition and a training gym. There are no scheduled training sessions. There are no finals.
- Two-judge panels will be used with one Meet Referee.
- Awards are based on single-age years. See Appendix B for award requirements.
- Entry fee for the event is currently set at \$185 per athlete and is subject to change, but will not be reduced.
- Competition is held in conjunction with the GymAct Conference Championships, which requires a separate contract.
- All bids will be reviewed and approved by USA Gymnastics in consultation with Regional Chairpersons.

## SCHEDULE OF EVENTS

Thursday:	Set-up for competition. No scheduled training.
Friday:	Session 1: Level 9 Youth Session 2: Level 9 Junior Session 3: Level 9 Senior
Saturday:	Session 1: Level 8 Youth Session 2: Level 8 Junior Session 3: GymAct Conference Championships
Sunday:	Session 1: Level 6 Junior Elite (Future Stars)* Session 2: Level 7 Youth Session 3: Level 7 Junior

*\*Level 6 JE may have its own session, if numbers permit. If Level 6 JE numbers are low, those athletes may be combined into a Level 7 or 8 session, if possible.*

- This format, including what level competes on what day, is subject to change; however, the number of days, projected number of athletes and facility requirements are projected to remain the same.*
- Coaches technical meetings should take place prior to each session.*

## DELEGATION INFORMATION

- Delegation size is approximately 1000 athletes, coaches, and staff, not including spectators.
- Adequate hotel space will need to be available beginning on Thursday of the week of competition and ending on Sunday following the competition, with a possible smaller block to carry over on Monday. USA Gymnastics will hold the right of first refusal for all hotel contracts associated with the event.

## SPECIFICATIONS NEEDED

**These sizes are field of play only and must also accommodate seating and off-field of play areas.**

- Competition hall minimum field-of-play size must be:  
90' x 130', 25' ceiling, unless approved by USAG  
Minimum 500 seat capacity of stadium type seating
- Training hall (for Capitol Cup format) field of play minimum size must be:  
90' x 130', 25' ceiling, unless approved by USAG
- Total venue area needed is a minimum of 35,000 square feet with a 25' minimum ceiling height.

**I. DESIGNATION OF BID**

Event Bidding On: \_\_\_\_\_

Year: \_\_\_\_\_

East Championships: \_\_\_\_\_

West Championships: \_\_\_\_\_

And is being submitted by:

Name(s): \_\_\_\_\_

Email(s): \_\_\_\_\_

Cell #(s): \_\_\_\_\_

**II. STATEMENT/ACKNOWLEDGMENT OF EVENT POLICY**

The event must be conducted under the direct control and supervision of USA Gymnastics. The acceptance of a bid and designation of a Host does not become official until an event contract has been executed between the Host and USA Gymnastics.

The Host, or local organizing committee, is responsible for submitting and securing the bid and the success of the overall event including, but not limited to, marketing, staff/volunteer assignments and financial obligations. The Host will appoint a Meet Director to represent the Host as the point of contact for the event. The Meet Director will be approved by USAG and will act as the lead for the overall execution of the event.

In submitting this bid, the prospective Host acknowledges the following USA Gymnastics policies by initialing the box in front of each section:

**A. ADMINISTRATIVE OBLIGATIONS**

	Initial	USA Gymnastics/MDPC	Meet Host
1.			Submit sanction information via email to the USAG Men’s Program a minimum of 60 days before the first day of competition. All criteria relating to the holding of the sanction must be adhered to per the <i>Men’s Rules and Policies</i> , including submitting the NGF Men’s Fund contribution.
2.			Submit an application for Certificate of Insurance (form is included in the sanction report packet) to the USA Gymnastics insurance carrier no less than thirty (30) days prior to the date of the Event, if the venue requires proof of the USA Gymnastics liability insurance.

3.	Supervise the technical aspects of the Event, interpret & enforce the Men's Rules & Policies	Ensure that the current <a href="#">USA Gymnastics Men's Rules and Policies</a> are followed completely for the Event, and any variance from these procedures must be approved in writing by the USA Gymnastics. The Host confirms and agrees that it has reviewed and will be bound by the current <i>USA Gymnastics Men's Rules and Policies</i> .
4.		Host shall ensure all USA Gymnastics Safe Sport protocol for sanctioned events is followed. Review Sanction Tool Kit for information and signage.
5.	Approve meet director	Submit for USAG approval a qualified person to serve as Meet Director for the Event.
6.	Approve final event floor plan	Host will submit a floor plan for the event to USAG for approval. USAG has right to make changes to said plan.
7.		Provide a ProScore system to score the event. Host will submit plans for the use of ProScore including, but not limited to, the person(s) selected to run ProScore, the use of iPads, wireless communication, approved scoring display projection and/or TV monitors, etc.
8.		Perform the draw for competition by computer, and provide the official start lists to the USA Gymnastics for approval.
9.		Provide and coordinate all support functions necessary to host this Event. These include, but are not limited to: <ul style="list-style-type: none"> <li>• all auxiliary personnel such as scoring personnel, announcer, administrative support, floor managers</li> <li>• a minimum of 4 adult persons must be provided for equipment set-up and tear-down, supervised by a gymnastics equipment representative, as needed</li> <li>• USA Gymnastics reserves the right to deny any auxiliary person(s) the Host may consider for a position.</li> <li>• Auxiliary personnel who will be on the field of play must be a current USA Gymnastics member with a valid background check and</li> </ul>

			completed SafeSport (U110) course. See appendix C.
10.		Select & invite 13 meet officials	
11.		USAG may assist with ordering of medals and banners	Assume responsibility for ordering medals and banners.
12.		Create, develop, and operate the sole website for the event.	Provide all content for the event website.
13.		Assist in providing biographical and background information, as available, on competing athletes and information on USA Gymnastics National Programs for use in promoting the event.	
14.		Verify that all participating coaches and officials are current USAG Competitive Coach members and have current requirements to hold a USAG Competitive Coach membership in order to comply with the USAG liability insurance coverage requirements.	Host shall be a member in good standing.  Host must be affiliated with a member club of USA Gymnastics and comply with all <a href="#">member club requirements</a> . These requirements include, but not limited to, compliance with USA Gymnastics <a href="#">Safety &amp; Response Policy</a> .
15.		Assume responsibility for securing hotel contracts for the event through USAG’s travel partner, J Team, as well as providing a booking link to the event website	USAG’s travel partner, J Team, will negotiate all hotel contracts with no risk to the Meet Host. Meet host must provide J Team with a list of potential hotels that meet host wants to use as host hotel(s). See Appendix E.
16.		Design the official event logo.	May provide auxiliary logos for approval that may be used for t-shirts, etc. No logos can be used without USA Gymnastics approval – design and it’s use.
17.			Eastern and Western Meet Host(s) will ensure that event ticket prices are consistent with each other
18.			Host will ensure that event ticket prices are in line with similar youth sporting events, approximately, the following prices: <ul style="list-style-type: none"> <li>• 5 and under: no charge</li> <li>• Day passes: maximum \$20</li> <li>• Weekend pass: maximum \$55</li> </ul> Prices can be altered only if a program or other benefit is included.

19.		Provide USA Gymnastics with a complete list of proposed vendors and patrons as well as a draft of the Event Program before final contracts are issued or printing is ordered. Host cannot offer rights to any vendor or patron without the approval of USA Gymnastics.
20.		Host will provide information on transportation arrangements, including maps, for all participants.
21.		Provide all office supplies for the event
22.		Host will provide USA Gymnastics, at no charge, a table and floor space with two chairs for the USAG official competitive apparel partner to utilize for the duration of the event. No other competitive apparel vendors may be present at the event.
23.		Host will provide, at no charge, adequate floor space for the USAG official event merchandise partner to utilize for the duration of the event. No other merchandise vendors may be present at the event.
24.		Host will provide USA Gymnastics with an event budget, which must be approved by USA Gymnastics. Host agrees to not make any changes to the approved Event budget regarding both projected revenues as well as estimated expenses without the approval of USAG. USAG will not unreasonably withhold its approval and, in the event of disapproval, will provide the Host with the reason for its disapproval. Host also recognizes USAG's interest and right to have a working knowledge of the Event budget. Host respects that USAG's experience in the event business is a valuable resource and agrees to seek USAG's guidance and advice where appropriate.
25.		Submit a written Marketing Plan and budget (if applicable) to promote the event through multiple media platforms including, but not limited to print, television, radio, posters, flyers, billboards, etc. All promotional materials must be submitted for prior

			approval from USA Gymnastics. A finalized promotional/marketing plan is due to the USA Gymnastics office for approval no later than February 1 of the year of the event.
26.			Host shall transmit a full accounting of all revenue and expenses related to or concerning the Event within forty-five (45) calendar days from the conclusion of the Event.

## B. FINANCIAL OBLIGATIONS

	Initial	USA Gymnastics/MDPC	Meet Host
1.			Assume responsibility to provide one competition arena venue and one identical adjacent warm-up gym/apparatus (for capitol cup) for one (1) set-up day and three (3) competition days.
2.		Equipment See Section III. Equipment below for requirements, financial obligations, etc.	Equipment See Section III. Equipment below for requirements, financial obligations, etc.
3.			Host will provide USA Gymnastics, at no charge, high-speed internet connection.
4.			Assume responsibility for the expense of all awards: medals and banners.
5.			Assume responsibility for the cost of the competitor numbers and safety pins (USAG recommends raceresult.com).
6.			Assume responsibility for the printing and distribution of all Event credentials, with approval of USA Gymnastics. The <i>Men's Rules and Policies</i> will be in effect as it pertains to the limit of number of credentials per club. Host acknowledges and agrees that USA Gymnastics retains sole discretion over credentials issued for the field of play.
7.			Host is encouraged to purchase and provide each athlete with a commemorative gift from the event. Examples include quality luggage/bag tag, key ring, quality water bottle, lapel pin, etc.
8.		Cover transportation expenses relating to USA Gymnastics Men's Program personnel.	Assume responsibility for the costs and all arrangements for travel, hotel, per diem (or meals), miscellaneous travel expenses, and

			local ground transportation for 13 USAG selected officials and event staff. All flights must be coordinated with J Team, USAG Gymnastics official travel partner.
9.			Assume responsibility for the honorariums for 13 USAG selected officials at a minimum rate of \$140 per competition session judged, excluding the GymAct Conference Championships.
10.			Assume responsibility to provide on-site meals on the three (3) days of competition for up to five (5) USA Gymnastics personnel, all medical personnel, and auxiliary personnel. This may be provided in conjunction with the meals provided on-site to the officials.
11.			Host will provide ground transportation for judges, meet referee, and USAG staff from the airport to the hotel and from the hotel to the arena/venue for training and competition days if host hotel is not in walking distance to the venue.
12.			Assume all associated expenses, including housing and meals, for scoring provider/personnel, as well as materials and computer software to coordinate the scoring.
13.			Assume responsibility to provide local certified athletic trainers, emergency medical technicians/transport, and/or physicians as deemed necessary by the USA Gymnastics Sanctioned Event Minimum Medical Requirements Policy in the <a href="#">Men's Rules and Policies</a> .
14.			Assume responsibility to provide a training or emergency first aid facility and first aid supplies on site during all training and competition sessions.
15.			Assume responsibility for producing an optional event program, making available a minimum of four (4) pages for USAG use, one of the four pages to be used for a welcome letter to participants and their families from a USAG official with the content of the

			remaining three pages to be at USAG discretion.
16.		Cause the competition venue and Host to be named as additional insured on USA Gymnastics liability insurance policy. The policy provides for coverage in the amount One Million Dollars (\$1,000,000) per occurrence with no general aggregate and excess liability coverage of Five Million Dollars (\$5,000,000) per occurrence and in the aggregate. To the extent Host or any third party with whom it has a relationship requires different or additional insurance, Host is responsible for obtaining that additional coverage at its sole expense.	Host shall be responsible for liability and worker's compensation coverage for all its own employees, contractors, agents, and volunteers.
17.		Grant a sanction for this event upon at no cost to the Host.	
18.		USA Gymnastics will provide the Host with 90% of the entry fees, which is currently set at \$175 per athlete.	Host shall guarantee USA Gymnastics 10% of the participant entry fees for the rights to host the Men's Development Program Eastern or Western National Championships. Entry fees will include all entry fees collected, less any refundable fees, regardless of the number of athletes who actually participate in the competition.
19.			Provide USA Gymnastics with up to ten (10) tickets in the best seating category per session. USA Gymnastics may request credentials with floor access.

**C. Equipment**

AAI is the exclusive gymnastics equipment supplier for the Event, which means no other company in this category may have any presence at the Event. AAI, through its partnership with USAG will provide the gymnastics equipment stipulated in Appendix F at no charge to the Host. Any additional equipment requests beyond the list provided in Appendix F will be the financial responsibility of the Host. AAI will provide two technicians for the duration of the event.

The Host must provide AAI the following:

Initial	
	1. Two (2) hotel rooms for AAI technicians for the duration of the event. AAI can work with Host to secure more rooms, but Host is financially responsible for only two.
	2. Provide a minimum of four (4) adult volunteers for equipment set up and tear down. Additional adult volunteers are encouraged but not required.
	3. Host shall arrange AAI access to any loading dock and use of a forklift and certified driver for no additional fee to AAI.
	4. Host will be responsible for setting up two (2) banners in prominent areas that AAI will provide in the competition area.
	5. Subject to availability, allow AAI an informational table, display, or exhibition in concourse, provided AAI gives notification of intent to do so 60 days prior to the event.
	6. If there is an event program, AAI logo or brand name must be included at no cost to AAI.

**D. Intellectual Property**

Initial	
	1. USAG shall retain all ownership rights, title, and interest in and to all of its Intellectual Property. "Intellectual Property" means intellectual property, confidential information and proprietary information, in any and all media, including digital media, and in any jurisdiction, including, without limitation, all (a) patents and patent applications (including all reissuances, continuations, continuations-in-part, revisions, extensions and reexaminations thereof) and patent disclosures and inventions (whether or not patentable and whether or not reduced to practice); (b) trademarks, service marks, trade dress, trade names, internet domain names, assumed names and corporate names, in each case, whether or not registered, together with all goodwill associated therewith; (c) published and unpublished works of authorship, whether copyrightable or not, including all statutory and common law copyrights associated therewith; (d) all registrations, registration applications, extensions and renewals for any of the items listed in clauses (b) and (c); (e) trade secrets; (f) websites and the contents thereof; (g) computer programs, including operating systems, applications, routines, interfaces, and algorithms,


whether in source code or object code form; (h) databases and the information contained therein; and (i) all proprietary rights relating to or embodied in any of the foregoing, including, without limitation, all causes of action, damages and remedies related thereto. Host shall not use USAG's Intellectual Property for any purpose without the express prior written consent of USAG.

2. Host agrees that prior to the use of any Intellectual Property in any form, it will submit to USAG for approval two (2) copies of the text and graphics of the proposed use of the Intellectual Property and a description of the proposed medium in which the Intellectual Property will be used. USA Gymnastics will not unreasonably withhold its approval, and in the event of disapproval, will provide the Host with a reason and suggest the changes in the proposed content and usage.
3. Included among the Intellectual Property is the Event name: "[Partner's name] [YEAR] Men's Development Program Eastern or Western Championships." USAG reserves the right to revise the name to refer to title or presenting sponsorship or partnership of the Event. No name other than that may be used by the Host to advertise, promote, or identify the Event.
4. USA Gymnastics retains the right to design and shall own and retain all rights to the official Event logo.

**E. Sponsorship, Partnership, Broadcasting**

**Initial**


1. Host shall obtain USAG's written consent, which USAG may withhold in its sole discretion, before the Host (i) grants any sponsorship, partnership or similar right to the Venue or any third party in connection with the Event or USAG, or (ii) uses, displays or portrays any third party Intellectual Property set forth in the Intellectual Property section, as a sponsor or partner for the Event or USAG. For the avoidance of doubt, this section means that the Host, Venue, and any third parties may not represent themselves as a sponsor or partner of the Event or of USAG without USAG's prior written approval, which USAG may grant or withhold in its sole discretion. Host shall indemnify and hold USAG harmless for any breach of this section.
2. Host may create a program for sponsorship/partnership of the Event. Host agrees to conform to the partnership guidelines indicated in Appendix D. In no case will the Host be allowed to sell a "title" or "presenting" sponsorship or partnership for the Event without prior approval from USA Gymnastics. This program must be submitted in advance to USA Gymnastics for review and approval, and this submission must include 1) a list of sponsor/partner categories, including benefits received, and fees charged for each category, and 2) a list by industry and/or company name of prospective sponsors/partners the Host intends to contact.
3. Host agrees that it will not enter into negotiations with any potential sponsor or partner prior to the time it has obtained USA Gymnastics approval of both its partnership program and the potential partner. USA Gymnastics will not unreasonably withhold its approval of the program or a prospect, but the Host


recognizes that potential conflict with United States Olympic Paralympic Committee or USA Gymnastics partners, suppliers, and broadcast regulations may:

- a. limit the benefits the Host may offer prospective sponsors or partners,
  - b. require that a United States Olympic Paralympic Committee or USA Gymnastics partner be given first opportunity to purchase a particular partner category, or
  - c. eliminate a prospective sponsor or partner from further consideration.
4. USAG expressly reserves the right to provide benefits associated with the Event to any of its national partners. These benefits may include, but are not limited to, site signage, identification on athlete or volunteer uniforms, program advertisements, on-site hospitality, Event tickets, inclusion of the partner's name in the Event name and other forms of public recognition. USAG shall provide such benefits or reimburse the Host if USAG requests that the Host provide such benefits, for any expenses incurred by the Host in association with the provision of such benefits to USAG's national partners.
5. Host recognizes that there will be a certain number of sponsorship/partnership categories that will be exclusive. USAG reserves the right to approve or refuse any companies and/or product categories to whom the Host may sell a local sponsorship/partnership, such approval not to be unreasonably withheld. Any agreements executed without USA Gymnastics approval shall be null and void.
6. USA Gymnastics reserves the right to live stream Eastern and Western National Championships through FlipNow. Should FlipNow be unable to provide streaming services, the Host will assume responsibility to secure and provide live streaming of each competition session. The video, television and broadband broadcast rights to the Event are the exclusive property of USA Gymnastics.
7. To indemnify fully and save harmless USA Gymnastics, its officers, agents and employees of and from any and all claims, demands and causes of action, including cost of attorney's fees arising out of anything done or purported to have been done by the Host or any of its agents.

**F. EVENT AND NON-EVENT MERCHANDISE**

GK is the exclusive gymnastics apparel partner of the USA Gymnastics Development Program. As such, GK has the exclusive rights to sell gymnastics apparel at Eastern and Western Championships. Gymnastics apparel refers to men’s competition shirts, compression shirts, competition shorts, competition pants, and competition socks designed and marketed specifically for gymnastics use.

Initial	
	1. As an exclusive partner of the Development Program, USAG’s gymnastics apparel partner (GK) will be provided the following by Host: <ul style="list-style-type: none"><li>• Two (2) GK provided signs to be displayed in venue.</li><li>• Two (2) PA announcements pre-event, technology permitting</li><li>• One (1) 10x10 display booth</li><li>• Twenty event tickets</li></ul>
	2. As an exclusive partner of USA Gymnastics, USAG’s event retail merchandise partner will have free booth space and will have exclusive rights to sell event merchandise. following <a href="#">USAG’s Brand Policy &amp; Guidelines</a> .
	3. Host agrees to submit a list of all vendors at the Men’s Development Program Eastern or Western Championships for approval from USA Gymnastics.

**G. EVENT INCOME**

Event income shall be defined as all income derived by the Host from entry fees, ticket sales, program advertising, program sales, concession stand sales / commissions, merchandise sales, parking revenues, hotel rebates, value of complimentary room nights and approved local sponsorships/partnership /donations.

Proposed Event: \_\_\_\_\_ Proposed Date(s): \_\_\_\_\_

**DECLARATION OF ANTICIPATED INCOME:**

Entry Fees	\$ _____
Ticket Sales	\$ _____
Program Advertising/Live Streaming	\$ _____
Program Sales	\$ _____
Concession Stand Sales/Commission	\$ _____
Vendor Fees	\$ _____
Merchandise/Apparel Sales Commission	\$ _____
Parking Revenues	\$ _____
Local Sponsorships/Partnerships/Donations	\$ _____
Other:	
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total Anticipated At-Site Income</b>	<b>\$ _____</b>

**H. EVENT EXPENSES**

Proposed Event: \_\_\_\_\_ Proposed Date(s): \_\_\_\_\_

**DECLARATION OF ANTICIPATED EXPENSES:**

Estimated Expenses as of Date: \_\_\_\_\_

Accommodations	\$ _____
Administrative (software, supplies, phone, etc.)	\$ _____
Contingency	\$ _____
Copying/Printing	\$ _____
Decorations	\$ _____
Equipment (Apparatus, Communications, Sound, etc.)	\$ _____
Facilities Fees	\$ _____
Additional facility – seating, electric hookups	\$ _____
Freight Charges	\$ _____
NGF Men’s Fund Contribution	\$ _____
Hospitality (per contracts)	\$ _____
Judges' Fees, Travel, Lodging, Breakfasts, etc.	\$ _____
Marketing Expenses/Live Streaming	\$ _____
Merchandise / Apparel	\$ _____
Scoring	\$ _____
Staffing Costs	\$ _____
Transportation (Officials, shuttles, parking, etc.)	\$ _____
USAG 10% of Entry Fees	\$ _____
<b>Total Anticipated Expenses</b>	<b>\$ _____</b>

**I. SITE INFORMATION**

PROPOSED EVENT: \_\_\_\_\_

PROPOSED DATE: \_\_\_\_\_

**1. Host Data**

- a. Name of Organization: \_\_\_\_\_
- b. President/CEO: \_\_\_\_\_
- c. Corporate Representative/Contact: \_\_\_\_\_
- d. Meet Director proposed for this Event: \_\_\_\_\_
- e. Address: \_\_\_\_\_
- f. Telephone: \_\_\_\_\_
- g. Staff Size: \_\_\_\_\_
- h. Funding Sources of Organization: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- i. Convention & Visitor Bureau Liaison: \_\_\_\_\_
- j. Gymnastics Community Liaison: \_\_\_\_\_

**2. Community Data**

- a. Name of City: \_\_\_\_\_  
Population: \_\_\_\_\_  
Metropolitan: \_\_\_\_\_
- b. Primary industry/major corporations: \_\_\_\_\_
- c. Name of closest major airport: \_\_\_\_\_  
Name of airlines serving airport: \_\_\_\_\_  
Distance from airport to downtown: \_\_\_\_\_  
Distance from airport to arena: \_\_\_\_\_

- d. Average temperature during event week: \_\_\_\_\_  
 Describe typical weather during event week: \_\_\_\_\_  
 Elevation (above sea level): \_\_\_\_\_
- e. How many gymnastics clubs are there in the metropolitan area from which to obtain volunteers and support? \_\_\_\_\_  
 List clubs with highest membership below:
- a. Club: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Membership #: \_\_\_\_\_
- b. Club: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Membership #: \_\_\_\_\_
- c. Club: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Membership #: \_\_\_\_\_
- f. Are there service organizations, other sport organizations or other civic groups, which would be willing to assist in the organization and promotion of this event?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please list below and their role:

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

- g. List any other major events / activities scheduled for the area within 30 days before or after the event week:

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- h. Check below the sources of financial support for this event:

City/County Funds	_____	Local Sponsorship/Partnership	_____
Corporate Funding	_____	City/County/State Tourism Grants	_____
Ticket Sales	_____	Charitable Donations	_____
Private Funding	_____	Other:	_____

### 3. Facility Data

a. Name: \_\_\_\_\_

b. Describe the ownership & operation of the facility:

---

c. Seating Capacity: \_\_\_\_\_

Does the facility have suites? \_\_\_\_\_

What are the suite holder's rights?

---

Type of seating in arena? \_\_\_\_\_

Please describe:

---

d. Size of arena competition event/convention space: \_\_\_\_\_

Type of existing floor surface: Over cement \_\_\_\_\_ Over ice \_\_\_\_\_

What is the unobstructed ceiling height? \_\_\_\_\_

What is the height and width of the openings into the arena floor?

---

e. Size of training gym area: \_\_\_\_\_

Type of floor surface: Over cement \_\_\_\_\_ Over ice \_\_\_\_\_

What is the unobstructed ceiling height? \_\_\_\_\_

What is the distance of the training gym to the competition floor?

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Describe the connection/walking path between the warm-up gym and the competition floor (i.e. level surface, stairs and number of flights, etc.).

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f. Does facility have onsite medical services? \_\_\_\_\_  
Provide details:

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g. Does facility provide security services? \_\_\_\_\_  
Provide details:

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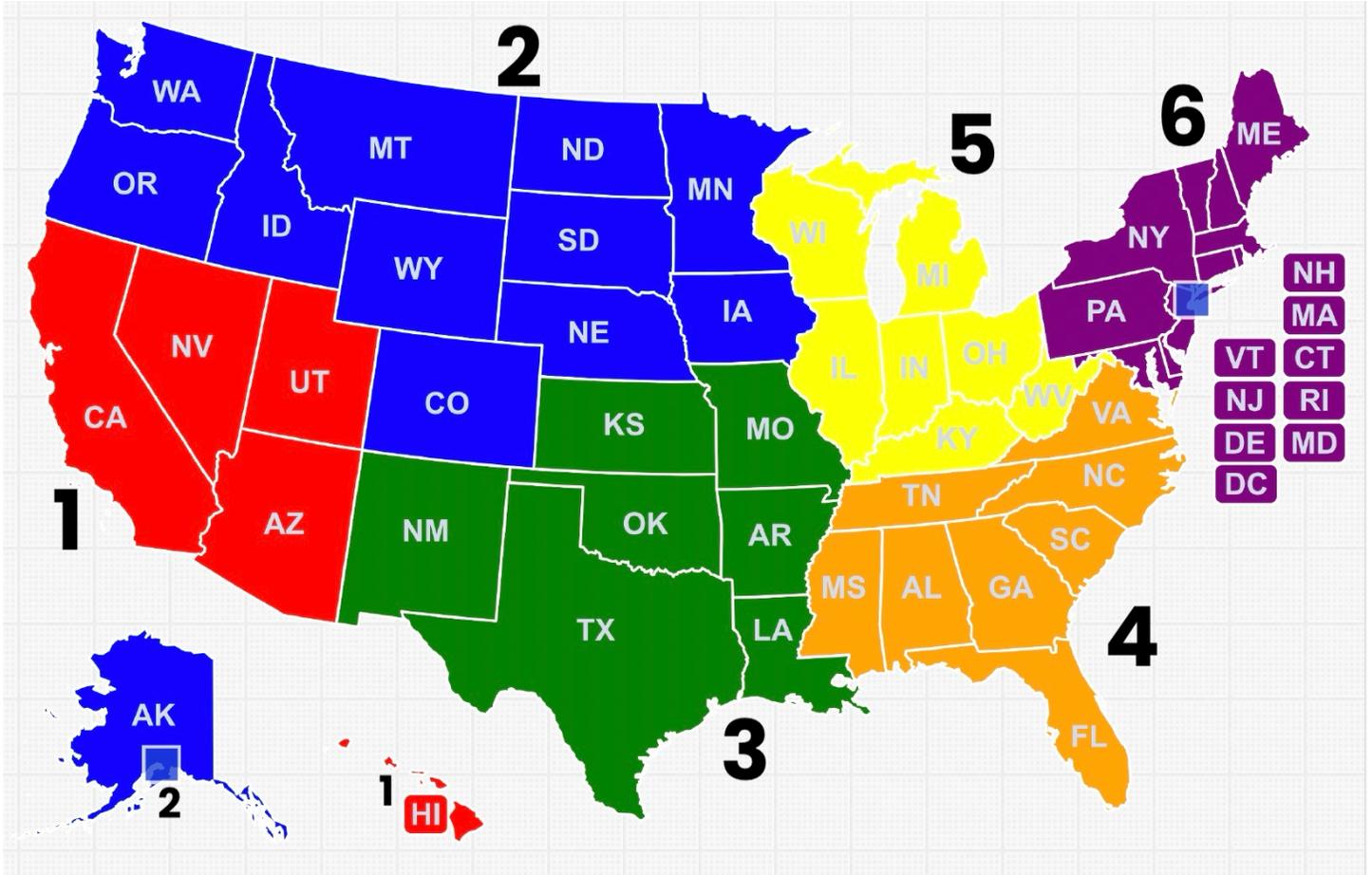
**I understand that the submission of this bid to host the Men’s Development Program Eastern or Western National Championships contains current information concerning the competition format and all agreements. This information is subject to change and could affect the terms in a final contract if provided one. All changes are subject to review by both parties. I also understand that this bid is subject to review and that additional information may be requested.**

**Submitted by:**

_____	_____
Printed Name	Date
_____	
Signature	
_____	_____
Title	Telephone - Day
_____	_____
Organization	Telephone - Evening
_____	_____
Fax Number	Cell Phone Number
_____	
E-mail	

# APPENDIX A

## Men's Program Region Designation



# Appendix B

## Awards Requirements

All medals and banners are required to be ordered from A1 Awards:

### Approx. Number of Medals

Type	Qty
Gold	260
Silver	260
Bronze	1370

- Top 8 awarded in individual event and all-around
- Medals awarded by single age year
- Ties are not broken and duplicate medals are awarded
- USA Gymnastics determines the logo/design of medal and, except for meet designation, East and West designs are identical

### Club Team

Twelve (12) banners total:

- The top three (3) clubs are recognized with a banner for Levels 6, 7, 8 and 9
- Club team scores are determined by top three (3) scores per event
- Size is 36" x 48" with grommets
- Official logo or auxiliary logo may be used, but must be approved by USA Gymnastics

### Regional Team

- No awards are given out for Regional Team
- Top three (3) Regional Teams in each level will be announced
- Team scores will be determined by the top three (3) scores per event

### Awards Format

- Awards should be presented in the same style as Development National Championships. Athletes in the top eight (8) places should be staged in presentation order prior to being presented on the awards podium. Athletes will be led onto the awards podium as a group. Once on the awards podium, athletes will be recognized individually by their placement.
- Athletes should not be called up individually from the floor
- While the current event is being awarded, the next group of award winners will be staged and ready to march out to the awards podium.

## Appendix C

### USA Gymnastics Minimum Event Personnel List

Title	Minimum Number of Personnel Needed	X Needs to be a Pro or Instructor Member
Scoring Personnel	1	X
Floor Managers	2	X
Announcer	1	X
Medical Personnel	See below	See below
Ticket Sales	2	
Participant Registration	2	
Safe Sport Compliance Mngr	1	X
Technical Director	1	X
Judges	12	X
Auxiliary Judges/Personnel (optional)	6	X
Equipment Set-up/Tear Down	20	

- *Refer to USA Gymnastics Rules and Policies, Sanctioned Event Minimum Medical Requirements Policy as well as the Safety & Response Guidelines for policy governing photographers and medical groups used.*
- *No auxiliary judges are required. However, if auxiliary judges are used, they are volunteer positions and are not paid for their services. An auxiliary judge must be a professional/judge member with a valid USAG membership.*

## Appendix D

### USA Gymnastics Protected Categories Updated March 2025 - SUBJECT TO CHANGE

*\*For a current list of partners and suppliers please click [here](#).*

Partner	Category	Competitive Examples
Nike	Official Apparel and Footwear Partner; Official National Team gymnastics competition and training apparel	Under Armor, Adidas, lululemon; Endemic competitors such as Ozone, Sylvia P, Quatro, etc.
Xfinity/Comcast	Official mobile, internet and video	AT&T, Verizon, T Mobile
Core Hydration/ Keurig Dr Pepper	Official Water and Flavored Water Partner	Propel, Smart Water, Dasani
GK Elite Sportswear	Apparel Supplier to Development Program	Endemic competitors such as Ozone, Sylvia P, Quatro, etc.
Prevagen	Brain Health Supplement	
saatva	Official mattress and restorative sleep provider	Casper, Leesa Sleep, Zebrands, DreamCloud, WinkBed, Helix, etc.
Spieth America	Official Gymnastics Equipment Supplier for USA Gymnastics Elite Artistic; USA Gymnastics Elite and Development Programs for Parkour, Acro, Rhythmic, and T&T	AAI
American Athletic Inc. (Spaulding)	Official Gymnastics Equipment Supplier for the USA Gymnastics Artistic Development and Xcel Programs	Spieth
Hyperice	Official Recovery Partner	Therabody, Orthopro...
Suppliers and Licensees		Category
A-1 Awards		Official medal and awards supplier
All Star Outfitters (ASO)		E-commerce retail store Event retail merchandise sales
Deary's Gymnastics Supply (DGS)		Gymnastics Grips Supplier
Positive Coaching Alliance		
Broadcast Partners		Category
NBC (Peacock, CNBC)		Linear Broadcast and Streaming Rights
FlipNow		OTT Streaming Broadcast Rights

## Appendix D Continued

On a local level, you must give the local company representative the “right of first refusal” on all partnership packages. In the event that one of our national partners declines to be involved on the local level, the Host may approach a competing company with a “Patron Package”.

A “Patron Package” allows the business to support the event on a local level and is restricted to tickets, hospitality and limited event exposure. The elements that can be included in a “Patron Package” are:

- Program advertising
- Tickets
- VIP Hospitality / pre and post event
- Public Address announcements
- Concourse sampling / booth space (with the exception of gymnastics apparel)

NOTE: In all advertising and PA announcements, the local company has to be identified as a Patron.

You may not include the following in your “Patron Package”:

- Banner placements in the arena or competition area
- Create promotions that tie the event to the competitive companies
- Corporate logo placement that creates an identity with the event logo
- Named as a “Sponsor” or “Partner” or placed in a category (i.e. “Official \_\_\_\_\_ ” )

*At no time will USA Gymnastics approve a partnership with competitors of the above listed companies. Companies representing categories not listed above may be approached for partnership.*

## APPENDIX E

### POTENTIAL HOTELS

Complete for all hotels meet host proposes to utilize for the event.

Hotel Name:			
Hotel Address:			
Distance to Airport:		Distance to venue:	
Number of Rooms:		Published rate during period of event:	
Sales Contact Name (optional)			

Hotel Name:			
Hotel Address:			
Distance to Airport:		Distance to venue:	
Number of Rooms:		Published rate during period of event:	
Sales Contact Name (optional)			

Hotel Name:			
Hotel Address:			
Distance to Airport:		Distance to venue:	
Number of Rooms:		Published rate during period of event:	
Sales Contact Name (optional)			

Hotel Name:			
Hotel Address:			
Distance to Airport:		Distance to venue:	
Number of Rooms:		Published rate during period of event:	
Sales Contact Name (optional)			

# Appendix F Equipment List

## 2026 Development Eastern Championships Equipment List (Men) = 2 Truckloads

8/28/2025

Palm Beach, FL

Floor			Qty	Notes
432169	44x44 Power Elite Floor Pkg		2	Deck, Carpet, Skirt & Corner Mats
555057	44x44 Puzzle Foam set		2	
Vault			Qty	Notes
407562	EVO-Elite Vault Table w/Club Pad		2	
407568	Base Weights (Set)		2	
407427	FIG International Vault Runway System		2	
P. Horse			Qty	Notes
407298	International Elite Pommel Horse		2	

Rings			Qty	Notes
407950	EVO-Elite Ring Tower (Adj)		2	
407013	Ring Hook		2	

P. Bars			Qty	Notes
407962	EVO-ELITE™ Parallel Bars w/Lever Locks		2	

H. Bar			Qty	Notes
407933	EVO-Elite Horizontal Bar		2	

**2026 Development Eastern Championships Equipment List (Men) = 2 Truckloads**

**Landing Mats:**

Number	Description	FX	PH	SR	VT	PB	HB	Qty	Notes
416292	Vault Anchor Mat 4'x8'x20cm				2			2	
416304	Landing Mat 8'2.5"x15.5'x20cm				2			2	
416308	Landing Mat 5'x8'x20cm			2	2			4	
416322	Landing Mat 8'x15.5'x20cm			2			4	6	
416317	Landing Mat 8'x12'x20cm						2	2	
416270	FIG Competition Pommel Horse Mat Set	2						2	
416213	EVO Parallel Bars Mat Set 20cm					2		2	
416290	FIG 6.5'x6.5' Dismount Mat 20cm					2		2	
416291	FIG 6.5'x6.5' Mount Mat 20cm					2		2	

**Supplemental and other Mats:**

Number	Description	FX	PH	SR	VT	PB	HB	Qty	Notes
416195	Suppl Mat 8'x19' 8.25"x10cm				2			2	
416020	Supplemental Mat 8'x15'x10cm						4	4	
416258	Throw Mat 7'x10'x10cm	2		2			2	6	
416257	Throw Mat 5'x10'x10cm (Non Slip)					2		2	
416259	SC8 5'x10'x8" (Non-Slip)	2		2	2	2	4	12	
407238	Vault Safety Zone				2			2	
416094	Suede Round Off Pad 39.4"x51.2"x1-3/8"				2			2	
416584	Sting Mat 80"x100"x2"	2		2	2		2	8	
416583	Sting Mat 4' 6" x 10' x 1-1/2"					2		2	
416609	3.5'x5'x10cm Training Mat					2		2	
416169	Spotting Block 30"x30"x30"			2			2	4	

	DIM210-1013 Panel Mat 4x6		2					2	
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**Boards and Accessories**

Number	Description	FX	PH	SR	VT	PB	HB	Qty	Notes
407228	Stratum Vault Board (8-spring) adj				4	2		6	
407008	Chalk Bowl 20"		2	2		2	2	8	
407007	Chalk Tray	4			2			6	
418003	Score Flasher SF-4				2			2	

407565	Block Chalk 36 lb Box							2	
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**FSA**

Number	Description	FX	PH	SR	VT	PB	HB	Qty	Notes
407461	Elite Freestanding System			2			2	4	
407465	Extra 50 lb. Weights						32	32	
407713	EVO-ELITE™ Freestanding HB Adapter						2	2	
407905	EVO-ELITE™ Freestanding Ring Adapter			2				2	
407468	Pallet Jack							1	
407049	Apparatus Dollies (Pair)							2	

**2026 Development Eastern Championships Equipment List (Men) = 2 Truckloads**

Parts			Qty	Notes
15163	Floor Springs w/caps		20	FX
4115	2" Velcro Loop Black		5	Yards
15317	Stratum Spring Board Springs		6	VT
9700051	Elite Vault Table Snap Lock		2	VT
407554	Vault Table Spin Lock		3	VT
74860	Parts Bag Monopod (Hardware)		1	VT
407436	Flat Top Pommels (pair)		1	PH
407288	Extra Wooden Rings w/cables (pair)		1	SR
72115	Parts Bag SR Frame (Shoulder Bolts)		1	SR
407506	Graphite II Rails (pair)		1	PB
557995	PB Lever Replacement Kit		8	PB
407755	EVO Spin Lock			PB
71880	Load Binder		1	HB
71878	Turn Buckle		2	SR,HB
31076	9mm Wide Jaw Quick Link		8	SR,HB
31072	1/2" Quick Link w/Vibratite		4	SR,HB
407135	Swivel Anchor (Set of 4)		1	SR,HB
19359	Spin Lock Shorter Handle		4	SR,HB, PH
19189	Snap Lock		4	PH,SR,HB
5350	Blue Tape 3"x60yd		6	VT
5360	White Tape 2"x60yd		6	FX
9020	Clear Tape 2"		20	
n/a	Tape Measure		2	VT