



Guide lines for a proposal to host the Surf Kayak World Championships

The World Surf Kayak Championships are held every two years.

Proposals to host the event are invited from any country which has suitable surf break(s), facilities and organising team.

The proposal should be sent to the current WSKA Chairman. It should be received before the previous World Championship event - ie 2 years before the proposed event.

The WSKA committee will review proposals for suitability, and the Country Representatives will then vote for their preferred venue.

A proposal to host the World Championships should include:

- **Introduction**
 - Who you are; Where you and the host country are within the sport.
 - Who is going to run the event.
- **Date**
 - The time of year for the competition to run (month), and year.
- **Venue**
 - Country. Region or area.
 - Beaches to be used, with pictures if possible.
 - What types of breaks at the venue (beach, reef, point, etc.)
 - PA system; Noticeboard; Parking, food, drink and toilets at the venue.
- **Accommodation**
 - Main venue, and facilities
 - Alternatives for lower price, eg camping and camper van parking
 - One contact allocated to help guests with accommodation in advance
- **Meeting spaces**
 - Suitable meeting spaces at the accommodation, beach or in the local community for: - sign-in and boat check, team managers' briefings, WSKA committee and open meetings, the opening ceremony, prizegiving and closing ceremony.
- **Transport**
 - Airports; links from airports; car hire facilities; road conditions.
 - Transport from accommodation to surf venue.
- **Safety**
 - Life guard and first aid facilities on-site during the contest
 - Nearest permanent medical facilities
- **Security**
 - General security in the area. Eg kayaks on car roof bars.
 - Can kayaks be left secured at the beach?
- **Judging facilities**
 - Judging booths, flag systems, automatic timers
 - Computerised judging systems, eg Refresh Technology
 - Ability to run more than one peak at a time

- **Staff**
 - Event Director / Host
 - Competition director
 - Chief Judge(s) with experience of international/ WSKA events
 - Beach marshal; Announcers; Competitor liaison.
 - One person in charge of Safety
- **Insurance**
 - For the event and organisers
 - Ensuring third party liability insurance for competitors through their national governing body, or other means
- **Financial overview**
 - A summary forecast to show the event is viable and realistic
- **Media**
 - Coverage of the competition - before, during and after the event

The following information is to clarify requirements. These are the responsibility of the host country. This additional information is to help you when preparing a proposal.

WSKA committee. The event director is invited to join the WSKA committee for the coming two years, to enable good communication between all parties.

Date. This will preferably not be in the academic exam term (May, June). The actual date of the event should be announced 18 months in advance if possible.

Days. Previously, the contest has been scheduled for between 7 and 10 days. A shorter event makes it more accessible for more people, being less expensive in money and time away from work. A longer event enables rest days or waiting days if surf conditions are not good. Travel time to the host country and expected entry numbers should be considered when setting the length of event too. There should be consultation between host country and WSKA before setting actual dates.

WSKA Membership. The host will collect \$10/£10/Euro10 from each participant with the entry fees, and pass this on to WSKA as membership fees.

Seeding and Heats. Competitors will be seeded for Round One. WSKA will assist with the established process for this. All classes should ensure a minimum of two heats per competitor – ie repecharges.

Judges. Experience and ability of the Chief Judge(s) is essential to the success of a World Championships. Chief Judge should have prior experience of International/ WSKA events, and the appointment is to be agreed in consultation with WSKA.

For the Judging team, people with experience of previous WSKA events, or events in their own country, should be sought as well as Judges from the host country. There should be a minimum of 2 international judges. All should be experienced, and the whole Judging team seen as credible and balanced.

The judging team should be available for a half day briefing and practise session before the main event. This may include practise heats or an Expression Session, so that competitors may get used to the heat signals etc too.

The Judging team will be supported with an organised schedule, rest breaks, refreshments, remuneration, travel and accommodation costs where applicable.

Trophies. Individual classes: 1st to 4th trophies for all 10 classes, plus consider a memento for each competitor. Team event: 1st to 4th trophies, plus a small trophy to each of the first placed team.