

EASTERN PENNSYLVANIA RUGBY UNION

EVENT APPLICATION (for EPRU Championships)

All hosts must meet USA membership standards (fully enrolled in CIPP) and be in good standing. BIDS MUST BE SENT TO THE APPROPRIATE DIVISION CHAIRPERSON either via email, fax or snail mail AND MUST BE RECEIVED BY DATE SPECIFIED BY THAT CHAIRPERSON.

This form should be completed neatly and in full. Please make sure to attach/include additional items requested throughout the application. Any questions, please contact the appropriate EPRU divisional chairperson.

EPRU CONTACT INFO

Email to:

Check the Web site (<http://epru.org/contact/admin.php#coor>) for the latest email address for the appropriate coordinator: Women's Collegiate Coordinator, Men's Collegiate Coordinator, Girls' HS Coordinator or Boys' HS Coordinator.

Mail to:

**EPRU
P.O. Box 393
Exton, PA 19341**

HOST CONTACT INFORMATION

Date Bid Was Submitted:

Name of Event:

Submitted by:

Prepared by:

Position:

Representing:

Event Coordinator:

Address:

City:

State:

Zip:

Cell Phone:

Home Phone:

Work Phone:

Fax:

E-Mail Address:

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LOCATION/PITCH INFORMATION

Event Location:

City & State:

Field Owner:

Please list all available fields. Note: number of fields required varies by event. If more fields are available, please attach a separate sheet with details.

	FIELD 1	FIELD 2	FIELD 3
Name*			
Location**			
Material (grass, turf etc.)			
Length***			
Width***			
Date/s field is available			
Time/s field is available			

* = Please indicate here and throughout the bid form if there are two or more fields available for this event and designate them as Field 1 (main field) and upwards

** = **Please attach a map and directions to the field(s) with this application.**

*** = All fields must be measured with a tape and meet minimum USA Rugby, MARFU and EPRU regulation requirements. See the guidelines below.

THE FOLLOWING ARE THE STANDARDS FOR FIELDS FOR CHAMPIONSHIP EVENTS

(Please note that the conversion from the metric system to the U.S. standard of measurement is rounded off.)

Length (goal-to-goal): no less than 91m (99.5 yds) and not exceeding 100m (109.4 yds).

Width: not less than 63m (68.9) and not exceeding 70m (76.6).

Ingoal: not less than 10m (10.9 yds) and not exceeding 22m (24.1 yds).

'22m line' will be 22m (24.1 yds) from the goal line.

'10m line' will be 10m (10.9 yds) from the mid-way line.

'5m from touch' will be 5m (5.5 yds) from the touchline.

'15m from touch' will be 15m (16.4 yds) from the touchline.

'5m from goal' will be 5m (5.5 yds) from the goal line.

1. There shall be no dangerous obstructions or holes on the pitch between the touchlines and the end lines.
2. Goal post pads are required and must be at least 2 inches thick.
3. Minimum dimensions do not include the required touchline restraint. The touchline restraint shall be a minimum of 5m from the touchline and will be goalline-to-goalline. Both sides are required. If a field is widened/created to the minimum dimension putting the touchline close to a dangerous obstruction (example: a drinking fountain), that object cannot be closer than 5 meters to the touchline; between 5 and 10 meters from the touchline, they must be padded; obstructions further than 10 meters from the touchline are okay and do not need any padding; obstructions within 5 meters of the end line need to be padded; obstructions further than 5 meters from the end line are okay and do not need any padding; obstructions within the in-goal will be considered on a case by case basis, but if allowed, will require padding.

Describe any back-up field locations that could be used if the primary location should not be available due to inclement weather etc:

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GENERAL EVENT INFORMATION

Please highlight (bold, underline or circle) the appropriate answer

- Yes No If being held on school property, is your school aware you are bidding to host this event?
If yes, please provide name, phone number and email of school contact.
- Yes No Are there stands for spectators? Seating Capacity:
- Yes No Are rest rooms available?
- Yes No Are changing facilities available for players?
- Yes No Will another event be run in conjunction with this event? If so, what is the name and type of event?
- Yes No Is a scoreboard available for use?
- Yes No Is a public address system available for use?
- Yes No Will numerous trash receptacles be available for use adjacent to the field area?
- Yes No Will regulation goal posts be used?
- Yes No Are practice fields available? If so, describe size and location.
- Yes No Will drinking water be available for players? Describe source (hose, bottled, etc.):
- Yes No Will ice be available for trainers?
- Yes No Do any policies exist which would not allow the use of the field due to excessive rain or other weather conditions?
If yes, please explain:
- Yes No Will there be a concession stand? If so, what types of items will be sold?
- Yes No Will your club comply with the EPUR Alcohol Beverage policy that prohibits the presence of alcoholic beverages at collegiate and high school rugby events?
- Yes No Are dogs permitted on-site?
- Yes No Is ample parking space available?
- Yes No Is there space for buses to park?
- Yes No Are tents available for trainer/check-in areas? If so, how many?
- Yes No Are tables available for trainer/check-in areas? If so, how many?
- Yes No Are chairs available for trainer/check-in areas? If so, how many?
- Yes No Will an entry fee be charged to spectators?
- Yes No Will there be any tournament sponsorship? If so, please explain.
- Yes No Can arrangements be made to have a rugby vendor on-site? If so, does your club have a vendor it typically works with?
- Yes No Will a social or banquet be held? If so, what are the details of this event?

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MEDICAL INFORMATION

Please attach your medical emergency plan, including directions to the nearest hospital etc.

Note: the EPRU will provide ATC coverage for the event.

Person Responsible for Arranging Medical Coverage

Name:

Home Phone:

Work Phone:

Cell Phone:

On-Site Medical Facility:

Describe (i.e. tent, RV, etc):

Will a cellular phone be available? Yes No

Will an ambulance be present at the field? Yes No

If yes, name of ambulance company:

Nearest or Designated Hospital:

Name:

Distance from field:

Phone:

Medical Coverage at On-Site Facility:

Physician Name:

Surgeon Name:

Trainer Name:

Nurse:

Emergency Technician:

Other Personnel:

Other Medical Items:

Yes No Map of Field showing on-field medical facility

Yes No First Aid Kit

Yes No Ice, bandages, cleansing solution for scrapes/burns

Yes No Water for and in between games; if yes, who is providing?

Yes No Is suturing available? If yes, by whom?

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Please list your organization's past experience hosting events of this type, listing specific events your organization has hosted in the past 24 months. Attach a separate sheet if needed.

Please explain your plan to maximize media coverage for this event.

LODGING INFORMATION

List the name of the host hotel/s and distance from the pitch:

Hotel Name:

Address:

City State Zip:

Telephone:

Contact Person:

Distance from Pitch:

Cost of Rooms:

Describe any discounts or considerations the hotel will make to Rugby people:

REIMBURSEMENT

EPRU championship events will be partially sponsored and funded by the EPRU.

The following types of items will be reimbursed to the host club or organization upon presentation of receipts:

- field rental/leasing

- field preparation components (paint, etc.)

- game equipment (to include balls, but not goalpost pads)

The following items will be paid for by the EPRU directly to the payee:

- referee fees

- on-site medical personnel (ATCs)

Please attach a budget for the event listing the items for which you will wish to be reimbursed. Final reimbursements will not exceed the amount that you provide.

ADDITIONAL INFORMATION

Please list any additional information regarding your event application which should be known.