

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.

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: 30/09/2019	Date of last modification: _/_/____	Date of final version: _/_/____
EVENT DETAILS		
Event Title & Sub-Title	5 th FAI Junior World Hot Air Balloon Championship	
Event Venue <small>Location name and country (include any countries that may be overflow)</small>	Poland, Wielkopolskie Voivodeship, Leszno	
Event Dates (dd.mm to dd.mm.yyyy)	Opening Ceremony (date & time) 06.09.2021 17:00	Closing Ceremony (date & time) 11.09.2021 18:00
FAI / CIA Sub-class	<input checked="" type="checkbox"/> AX – Hot Air Balloons <input type="checkbox"/> BX – Hot Air Airship	<input type="checkbox"/> AA – Gas Balloons <input type="checkbox"/> AA – WLD - Gordon Bennett <input type="checkbox"/> BA – Gas Airships <input type="checkbox"/> AM – Rozier Balloons
FAI Type of Event	<input checked="" type="checkbox"/> FAI World Championship <input type="checkbox"/> FAI Continental/Regional Championship <input type="checkbox"/> CIA Category One International Event	<input type="checkbox"/> CIA Sporting Event <input type="checkbox"/> Other:
FAI / CIA Category	<input type="checkbox"/> General <input type="checkbox"/> Women	<input checked="" type="checkbox"/> Junior
Registration Starts (date & time)	05.09.2021 15:00	General Briefing (date & time) 06.09.2021 15:00
1 st Competition Flight (date & time)	07.09.2021 6:00	Last Competition Flight (date & time) 11.09.2021 06:00
Extra Flight if needed (date & time)	11.09.2021 18:00	Resting Period (if any, date & time)
Invitation Process Starts (date)	15.01.2021	Entry Closing Date (1 st round) 31.03.2021
Organising National Airsport Control – NAC	Aero Club of Poland	Organising NAC's CIA Delegate (name, email, phone) Arkadiusz Iwański, a_iwanski@outlook.com , +48606589015
Organising Body (Entity / Club / Company)	LESZNO BALLOON CLUB (LESZCZYŃSKI KLUB BALONOWY)	
Main Contact / General Manager (name, email, phone)	Zofia Prawicka, zosiaprawicka@wp.pl , +48605681337	
Official Mailing Address (postal address, email, fax, phones)	Address: Francuska 21 64-100 Leszno	Email: zosiaprawicka@wp.pl Phone: +48605681337

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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)

- 6th Europe Balloon Championships, September 1988
- First World Women Championships, September 2014
- 4th Europe Women Chamionships, September 2017
- From 1992 to 2019 , 28 times AKWAWIT/LESZNO Balloon Cup-Polish Cup,
Three FAI Event Akwawit Balloon Cup (1998-2000) and one Ladies World Cup (2000),Four National Champs. (2004,2008,2011,2019)

EVENT OFFICIALS

Event Director <i>(name, country, email, attach CV)</i>	Eugenijus Komars, Lithuania, augisk@gmail.com , +37061133760
Deputy Director <i>(name, country, email, attach CV)</i>	Gary Lacey, Australia, drgaz@yahoo.com , +61413135775 Will Gary be back from Australia ?
Safety Officer <i>(name, country, email, attach CV)</i>	Jerzy Czerniawski, Poland, jczerniawski@poczta.fm , +48602341397
PR Officer / Media Officer <i>(name, email)</i>	Jaroslaw Adamek, Poland, j.adamek@elka.pl , +48601509755
Organisational Structure <i>(Article 3.4 of the Organisers Agreement)</i>	<i>(Summary of the organizers Organisational Structure. A full version shall be submitted seperatly as an appendix to this document)</i>
Proposed Jury members <i>(at least 6 names are required)</i>	1. Mark Sullivan 2. Jaroslav Baran 3. Sandor Hidas 4. Hans Akerstedt 5. Gary Lockyer 6. Tomasz Kuchciński Not eligible as they were appointed in 2018 No longer Jury members

INVITATION AND ENTRY PROCEDURE

Number of eligible NACs	All NAC's	Equal number of competitors / NAC	2 per country
Additional Invitations Procedure <i>(SC01 5.6.4.3)</i>	As per Sporting Code, Section 1, § 5.6.2 if less than 50 participants in total, then extra invitations will be send to countries which delegated more than 2 pilots		
Maximum number of entrants	50+1	Number of medal holders invited	1
Entry Conditions <i>(SC01 5.6.4.1)</i>	As per Sporting Code, Section 1, § 5.6.4		

DEADLINES AND REGISTRATION DETAILS

Registration Method and Details <i>(mail, fax, email, online)</i>	Email, Mail (Post)		
Entry Fee for Competitors <i>(amount, currency and what is included)</i>	250 Eur (For every competitors pilot + 3) The amount includes: - Pre-breakfast and morning coffe; Propane gas for each competition flight + 1 practical; - Two sets of competition maps; - Meteorological service; - Prizes for the winners; - Pilot pack tickets for social events		
Entry Fee Method of Payment and Details	<input type="checkbox"/> Money order <input type="checkbox"/> Cheque <input type="checkbox"/> Cash <input type="checkbox"/> Credit card <input checked="" type="checkbox"/> Other: Bank Transfer Details:		
Dates for Invitation process <i>(dd.mm.yyyy)</i>	Letter to NACs will be sent on	15.01.2021	
	Deadline for NACs to send nominations	15.02.2021	
	Individual Invitation to Competitors will be sent on	01.03.2021	
	1st round deadline for Competitors application and entry fee	31.03.2021	
	2nd round deadline for Competitors application and entry fee	30.04.2021	
	Remarks:		
Protest Fee <i>(amount, currency)</i>	100 Eur		
Official Language	English		

ORGANISER AGREEMENT DETAILS

Safety Plan and Risk Assessment:	<i>(Summary of the organizers Safety Plan / Risk Assessment. A full version shall be submitted seperatly as an appendix to this document)</i> Safety Plan attached		
Medical Rescue and Emergency Assistance	Briefing Centre: <i>(please describe what kind of medical assistance will be guaranteed)</i> TBA		
	Launch Fields: <i>(please describe what kind of medical assistance will be guaranteed)</i> TBA		
	During the flight times <i>(please describe what kind of medical assistance will be guaranteed)</i> TBA		
	Other		
Media Rights <i>(as required by Article 6 of the Organisers Agreement)</i>	(State if the Organiser will have a media production for the event. If no then explanation is required) TBA according to rules		
Commercial Rights <i>(as required by Article 7 of the Organisers Agreement)</i>	(Describe the Commercial/Sponsorship concept, and how the revenue distribution will be implemented) TBA according to rules		
Event Budget: <i>as required by Article 8 of the Organizers Agreement)</i>	<i>(Summary of the organizers Event Budget. A full version shall be submitted seperatly as an appendix to this document)</i>		
Insurance Provided & Covered by Organisers <i>(as required by Article 9 of the Organizers Agreement)</i>	Third Party:	TBA	
	Air Display Public Liability:	TBA	
	Organisers & Officials On-ground Risks:	TBA	
	Observer On-board:	TBA	
	Other:		
FAI Authority to be shown on:	<input checked="" type="checkbox"/> Rules <input checked="" type="checkbox"/> Logo <input checked="" type="checkbox"/> Program <input checked="" type="checkbox"/> Official documents <input type="checkbox"/> Other:		
Courtesy Invitations to be sent to:	FAI President: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: CIA President: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: Remarks:		
CIA and FAI Protocol will be followed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Remarks:	The organisers will respect the FAI Environmental Code of Ethics?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Remarks:
Event with Loggers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Event with Observers	<input type="checkbox"/> Yes <input type="checkbox"/> No
GPS Loggers	Type of GPS Logger to be used: FAI Loggers or FAI Balloon App Details:		

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	TBA	
Event President <i>(name, email)</i>		
Event Prizes Offered and Details	Trophies, medals	
Opening Ceremony <i>(Location & Coordinates)</i>	Leszno, Poland	
Closing Ceremony / Prize-giving <i>(Location & Coordinates)</i>	Leszno, Poland	
Country Admission Conditions <i>(Visa's required, etc.)</i>	Poland is in EU, Visa for some countries	
Preferred Place of Entry & Closest Major Cities <i>(Special custom clearance & directions and distances to main cities)</i>	Warsaw 360 km, Poznań 80 km, Wrocław 100 km	
Local language	Polish	
Location Description & Characteristics	General Description	situated west of Poland
	Geographic Position <i>(coordinates of competition map center)</i>	Akwawit Hotel UTM/UPS: 33U 607377/5744530
	Topography <i>(mountains, sea, lakes, rivers)</i>	Flat area
	Landing Areas <i>(open fields, wooded area, farming, crops, cattle)</i>	Open fields
	Main villages around the flying area	
	Other Description	One flight will be made from alternative launch site 'Dolsk', on the premises of the main sponsor 'MROZ'. A separate competition map will be provided. Max Altitude is 3500ft here due to facility of Poznan airport.
Common Launch Areas <i>(coordinates & description)</i>	TBA	
Landowner Restrictions	NO	
Meteorological characteristics <i>(as expected for the period of the event)</i>	Weather conditions: good Prevailing winds (speed / directions): smooth west Temperatures: 15-20 oC on September Sunrise & Sunset time for the first competition day: 6:15 am local 7:28 pm local	
Airspace Structure & Limitations	NOTAM Description	A NOTAM will be issued according standard regulation.
	Flight Limitations	TBA
	Number of PZs expected & Descriptions	TBA
	Competition Area Altitude Limitations	5000ft, for some flights 9000ft
	Competition Area Dimensions <i>(based on CLP, in km – north/south & east/west)</i>	20/20 25/25
Competition Map Details	DATUM	WGS84
	Scale	1:50 000
	Grid lines	UTM/UPS
	Paper Size	TBA
	Electronic Version Available	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – expected on date: 15.01.2021

	Electronic Version File Format <input checked="" type="checkbox"/> JPEG <input checked="" type="checkbox"/> PNG <input type="checkbox"/> Other (please state): otf4, other as necessary	
	Remarks	
Driving Particularities <i>(Right hand, left hand, speed limitations, International Driver's License required, etc.)</i>	Right hand, 140km/h highway, 110/120km/h express road, 90km/h, 50/60km/h in village	
Road Network and Infrastructure		
Venue Description, Coordinates & Characteristics	Competition Center <i>(coordinates & description)</i>	Akwawit Hotel
	Briefing Facilities <i>(coordinates & description – tent, hall, etc.)</i>	Akwawit Hotel
	Media centre <i>(description)</i>	Akwawit Hotel
	Internet connection	Yes
	Social activities	Akwawit Hotel
	Other information	
Stewards <i>(name, country, email, attach CV)</i>	TBA	
Chief Scorer <i>(name, country, email, attach CV)</i>	TBA	
Chief Debriefeer <i>(name, country, email, attach CV)</i>	TBA	
Chief Observer <i>(name, country, email, attach CV)</i>	N/A	
Technical Support Officer <i>(name, country, email, attach CV)</i>	TBA	
Scoring Program <i>(name, developer, email, brief description, last FAI events using the program, link for downloading)</i>	TBA	
Special Arrangements and Assistance for Competitors <i>(Details on balloon equipment rental services, additional crew available, rent-a-car assistance, accomodation, meals, travel allowance, etc.)</i>	We organised Women Worlds so we have experience how do it and we will support all pilots in necessary equipment	
Equipment Limitations	According SC rules	
Special Safety Requirements	No	
Insurance Requirements for Competitors and Details	<input checked="" type="checkbox"/> Third party: 1 500 000 SDR <input type="checkbox"/> CSL: <input checked="" type="checkbox"/> Passenger: 100 000 SDR <input type="checkbox"/> Other:	
Travel & accommodation arrangements for officials	Travel Arrangements:	Yes
	Travel Allowance <i>(amount and currency):</i>	200 Euro overseas officials and 100 Euro continental Europe officials
	Vehicles Provided:	Yes as necessary
	Type of Accommodation:	Hotel Akwawit
	Meals Provided:	Yes
	Other Information / Remarks:	
Travel & accommodation arrangements for observers	Travel Arrangements:	N/A
	Travel Allowance <i>(amount and currency):</i>	
	Vehicles Provided:	
	Type of Accommodation:	
	Meals Provided:	

Other Information / Remarks:

For EDS use only

This section is for EDS use only and the Organizer will get an update when changes are made.

Intention to Bid submitted to EDS	Received by	Date
Bids document submitted to EDS	Received by L Muir	Date 20/09/2019
Documents received	Sanction Application Form	20/09/2019
	NAC letter of Approval	20/09/2019
	Organisation Structure	20/09/2019
	Safety Plan / Risk Assessment	20/09/2019
	Event Budget	20/09/2019
	Presentation	
ASC Coordinator	Name Lindsay Muir	Email: lindsay@plasmadoc.co.uk
Sanction Application submitted to FAI	Recommend: <input type="checkbox"/> Yes	Date
	Submitted to FAI by	
	Recommend: <input type="checkbox"/> No	Reason for Rejection
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:	
FAI Sanction "Kit" Status	FAI & CIA Flags:	
	Medals:	
	Diplomas:	
	Remarks:	
Opening and Closing Ceremonies Agenda Reviewed		
Status / Report on new versions		

Please include:

NAC Letter of Approval
 Organisation structure
 Safety Plan / Risk Assessment
 Event Budget