**ANNEX 3 FAI/IPC – OFFICIAL BULLETIN FORMAT**

**Note: all information must be as per accepted bid and organizer agreement. Specific note must be made in this bulletin of any IPC approved changes to the original bid**

FEDERATION AERONAUTIQUE INTERNATIONALE

**INTERNATIONAL SKYDIVING COMMISSION**

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**OFFICIAL INFORMATION BULLETIN #1**

**“nrst/nd” FAI “Continental/World” “Parachuting/Indoor Skydiving” “Championships/World Cup” of “Event(s)” “Year”**

|  |  |
| --- | --- |
| LOGO ORGANISER / EVENT | LOGO NAC / National Parachute Federation |
|  |

**1 Event organisers**

 Provide name, address, telephone numbers, e-mail and contact name for:

* 1. FAI Member/NAC

Name:
Address:
Zip:
City:
Country:
Telephone:
E-mail:

* 1. National Parachute Federation (if different from (1))

Name / Address / Zip / City / Country / Telephone / E-mail

* 1. ISC Delegate

Name:
p/a NAC address:

* 1. Organising Committee (if different from 1 or 2 above)

Name / Address / Zip / City / Country / Telephone / E-mail

**2 Aims of the FCE**

* See relevant competition rules

**3 Date and place of the FCE**

3.1 Event Dates – the time period must comply with that set out in the Competition Rules and the Sporting Code Section 5.

 Complete program / Official training / Competition dates and schedule:

Official arrival day date time
Official practice day(s) date time
Opening ceremony date time
Competition starts date time
Competition ends (last take off) date time
Competitors meeting (provisional) date time
Award ceremony date time
Banquet & closing party date time
Departure day date

3.2 Location of Event (City, Airport, etc.)

A map with the venue, in relation to major cities.

3.4 Details of access to location by air (recommended main airport, other airports, with relevant road and rail connections (including timetables, car rental possibilities, and (if included in the bid) pickup arrangements with costs.

**4 Transportation**

 Arrival / departure: (recommended) airport / train station

 Transport to competition venue: time and cost (if not included in the entry fee)

 Local transportation provided – shuttle to hotels, travel times, schedule, cost (if not included in the entry fee)

**5 Entry: Fees & Registration**

Entry Fees (specifying for each delegation member and what is in/excluded)

Entry dates (for preliminary and final registration, see SC5)

Number of teams allowed (if not specified in Competition Rules)

Registration procedure (online, excel, email)

 Payment procedure

Full bank information (beneficiary, account name and number, IBAN, BIC/Swift, etc.)

**6 Dropzone / Windtunnel facilities**

Competition layout (landing zone measurements and altitude, hazards (if any)) registration area / packing area / creeper area / mock-up / manifest / dubbing area / competitor indoor-outdoor area(s), rigging services), official bulletin board, judging area, media area, internet connection, photocopier capacity, computer and printer availability, Dropzone TV, on-site food services, drinking water, toilets, showers.

Ground and aerial photographs of Airfield / Dropzone

**7 Aircraft / Windtunnel details**

 Aircraft type(s) and number
Exit speed
Photographs showing door and handles recommended

Wind Tunnel details: chamber diameter, windspeed settings, height, door measurements, cameras, music system, etc.
Photographs showing chamber and door recommend.

**8 Pre-event**

 Aircraft: dates, altitude and cost / Tunnel time: cost

**9 Accommodation details**

 Specified for competitors, staff, accompanying persons
Address, contact information, website (photographs recommended)
Travel distance and time between event site and accommodation
Cost (pre-official arrival day)

**10 Equipment**

 Helmets, AAD, (CP: quick release)

**11 Organisation officials**

Meet Director
FAI Controller
Chief Judge
Assistant to Chief Judge
Event Judge(s)
Electronic Scoring Operator
Chief of Judges Training (if applicable)
CP Technical Course Director (if applicable)
SP Scoring Technical Director (if applicable)
Jury members

**12 Judging & Scoring**

 Electronic scoring equipment

 Results publication details (as per ISC requirements)

 Judges training course: dates, time, equipment, area (if applicable)

**13 Medical / emergency details**

General medical services
Available emergency medical personnel at the event including general description of medical equipment.
Available emergency response services (ambulances, helicopters etc.) including average response times.
Available medical facilities (hospital etc.) including average time for evacuation from event venue.

**14 Insurance details**

personal medical & repatriation insurance requirements (including minimum amount of coverage)
Third party liability insurance requirements (including minimum amount of coverage)

**15 Visa information**

 Required travel documents
Details about visa requirements
Assistance by organiser (if any) for obtaining visa
Government website regarding visa

**16 Rules and Regulations**

 Competition Rules
Sporting Code Section 5
Dropzone rules
Doping requirements and control

**17 Weather**

 Statistical meteorological data, based on information of the past 5 years.

**18 Other matters**

 National flag and anthem (as per SC5)
Prize money (optional)

Date of issue of Official Bulletin #2

**Note: all information must be as per accepted bid and Organiser Agreement**

FEDERATION AERONAUTIQUE INTERNATIONALE

**INTERNATIONAL SKYDIVING COMMISSION**

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**OFFICIAL INFORMATION BULLETIN #2**

**nrst/nd FAI Continental/World Parachuting Championships of “Event(s)” “Year”**

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| --- | --- |
| LOGO ORGANISER / EVENT | LOGO NAC / National Parachute Federation |
|  |