



**SPEED
SKATING
CANADA**

NATIONAL EVENT HOST APPLICATION FOR NEW HOSTS

**2025-26 & 2026-27
National Competition Seasons**

PURPOSE

This request for proposal (RFP) was developed by Speed Skating Canada (SSC) with the purpose of facilitating the selection of a host city for competitions in the aforementioned competition season. If a venue has hosted a National event since 2021, they must complete the “Existing Host Application Form”.

Speed Skating Canada and the selection committee reserve the right to make changes to the bid criteria at any point in time as may be deemed necessary. SSC and its designated selection committee also reserve the right to request additional information from the potential host sites concerning any aspect of the application or subsequent materials supplied throughout the bid process.

The Host Bid Application will be scored out of 100. The points allotted to each category are outlined following the category name.

Bid Process Submission:

Completed applications are to be submitted to **Jill Lynch** at jlynch@speedskating.ca by:

2025-2026 Events: Monday, March 31, 2025

2026-2027 Events: Monday, April 14, 2025

2025-26 & 2026-27 HOSTING OPPORTUNITIES

Please select the competition(s) for which you would like to be considered by placing an "X" in the Request to Bid column.

2025-26

2025-26 Competitions	Dates	Request to Bid
Canadian Neo-Junior ST Championships	November 8-9, 2025	
Junior Short Track Open	January 24-25, 2026	
ST Canada Cup Junior Final	March 27-29, 2026	

2026-27

2025-26 Competitions	Dates	Request to Bid
Canadian Youth Short Track Championships - East	March 26-28, 2027	
Canadian Youth Short Track Championships - West	March 26-28, 2027	

A) GENERAL INFORMATION

Club/Organizing Committee Information:

Name: _____

City: _____

Phone: _____

Email: _____

Contact Person(s):

Name: _____

Phone: _____

Email: _____

Affiliated PTSO: _____

Name of City / Region:

B) VENUE REQUIREMENTS (25 points)

Venue Name: _____

Address: _____

Is the venue indoors or outdoors?

Indoor ____ Outdoor ____

What is the size of the ice surface?

NHL (85ft x 200ft) ____

International (100ft x 200ft) ____

Other, please specify: ____

Number of seats in the venue: ____

Is there a designated area for athletes to warm-up? If so, how many stationary bikes are available? ____

Number of change rooms available: ____

Does the venue have the ability to remove plexiglass?

Yes ____ No ____

Type of padding used in competition rink:

Level 5 (Boardless/Hybrid) ____

Level 4 (Boarded Rink) ____

Level 3 ____

Has the **venue** hosted speed skating events in the past?

Year	Name of Event

Please outline any additional Venue Requirements you feel are important:

C) TRANSPORTATION (5 points)

Name of nearest airport (include airport code):

Please indicate the distances (in KM) between the various sites/venues:

	Main Venue	Hotel 1	Hotel 2	Airport
Main Venue				
Hotel 1				
Hotel 2				
Airport				

What is your transportation plan for named Officials for the following:

- A) Between Airport and Hotel: _____
- B) Between Hotel and Venue: _____

D) COMMUNITY (5 points)

Please describe how your community will support the event (e.g., existing volunteer base, local partners/sponsors, city or tourism body support, etc.):

E) HOSPITALITY (10 points)

The Organizing Committee will be required to reserve a block of rooms at local hotel(s) to accommodate the following:

- Athletes
- Families
- Coaches
- Team Staff

The Organizing Committee will be required to book rooms for the following groups. Please note that the following groups should not be split into different hotels:

- Officials
- Speed Skating Canada Representatives

Hotel Information

Hotel 1

Name of Hotel: _____

Address: _____

Phone Number: _____

How many rooms will be available for participants? _____

What is the average price per room? _____

Is breakfast included? Yes ____ No ____

Is there a shuttle provided to/from the airport? Yes ____ No ____

Hotel 2

Name of Hotel: _____

Address: _____

Phone Number: _____

How many rooms will be available for participants? _____

What is the average price per room? _____

Is breakfast included? Yes ____ No ____

Is there a shuttle provided to/from the airport? Yes ____ No ____

Please outline the proximity of the hotel(s) to nearby restaurants:

F) EQUIPMENT (5 points)

Does the Organizing Committee have access to electronic timing equipment?

Yes ____ No ____

Does the Organizing Committee have access to electronic starting equipment?

Yes ____ No ____

Does the Organizing Committee have access to photo finish equipment?

Yes ____ No ____

G) MEDICAL REQUIREMENTS (15 points)

Does the Organizing Committee have a Medical Coordinator?

Yes ____ No ____

Does the Organizing Committee have a medical/first aid room?

Yes ____ No ____

Is there an ambulance within eight (8) minutes to the venue? If not, how will you address this?

Yes ____ No ____

Is there a hospital within the host city?

Yes ____ No ____

Does the Organizing Committee have an Emergency Action Plan in place? If so, SSC will review at a later time.

Yes ____ No ____

Please outline any additional Medical Requirements you feel are important:

H) OFFICIALS (5 points)

Does the Organizing Committee have enough minor level Officials to support all components of the competition?

Yes ____ No ____

Does the Organizing Committee have enough trained volunteers to support all components of the competition?

Yes ____ No ____

I) PUBLIC RELATIONS AND AWARDS (10 points)

Please briefly outline your public relations plan focusing on local promotion of the event and strategies to increase attendance:

Organizing Committees are responsible for providing prizes for athletes for non-Championship events. Please outline your plan for athlete prizing.

J) FACILITY AMENITIES (5 points)

Does the venue have separate washrooms for participants and spectators?

Yes ____ No ____

Does the venue have a volunteer room?

Yes ____ No ____

Is the venue equipped with sufficient internet access?

Yes ____ No ____

Is the venue equipped with sufficient electrical power?

Yes ____ No ____

Is the venue wheelchair accessible?

Yes ____ No ____

Meeting Spaces

Location	Number of meeting rooms that can accommodate ~20 people
Competition Venue	
Hotel 1	
Hotel 2	

K) LIVE STREAM (10 points)

Does the Organizing Committee have the capacity to live stream the event on Speed Skating Canada's YouTube channel?

Yes ____ No ____

L) VALUE-ADDED ITEMS (5 points)

Value-added items are unique characteristics that may enhance the bid.

Will professional development opportunities be offered to coaches and officials throughout the event? If so, please elaborate.

Yes ____ No ____

Will the Organizing Committee develop strategies to make the event more sustainable? If so, please elaborate:

Yes ____ No ____

Is there anything else you would like to elaborate on to enhance your application?

RESPONSIBILITIES

Responsibilities of the Organizing Committee

The Competition/Event Organizer will be responsible for meeting all requirements set out by the sanction agreement and all other services described within the SSC Hosting Manual.

Rules and Regulations

Competitions and events carried out under an SSC selection/International sanction shall be governed by ISU rules unless specifically stated within SSC's High Performance Bulletin or these procedures and regulations.

By Submitting a National Event Host Application to Speed Skating Canada, you are consenting to follow all of Speed Skating Canada's Procedures and Regulations as outlined in the Red Book.

Signature of Club / Organizing Committee President

Date

Signature of PTSO President

Date