



NORDIQ ALBERTA

2025-2026 PROVINCIAL EVENT BID FORM

The information in this Bid Form is to be submitted to Nordiq Alberta.

Complete this bid form and submit it along with all required documents to the Nordiq Alberta office for consideration by the Event Committee and Event Coordinator. All bids will be reviewed and given consideration in accordance with the [Event Assessment Form](#). Use the checklist at the end of this document to ensure it is completed.

Mailing Information:

Email: info@nordiqalberta.ca

Office Mail: Nordiq Alberta, 11759 Groat Road, Edmonton, Alberta, T5M 3K6

Phone: 780-288-1738

Eligible clubs:

Only clubs that are registered and in good standing (e.g. club fees paid with a minimum of 10 adult members) with Nordiq Alberta are eligible to bid for a provincial event.

Nordiq Alberta Levy Fee:

In budgeting for this event, please note that the Nordiq Alberta Levy Fee is \$5.00/person/competition, but the fee does not apply for the Jackrabbit and Track Attack categories (U8-U12). The Levy Fee for the Alberta Youth Championships (AYC) is \$3.00/person/competition. These levy fees will be calculated based on the Official Results received by the Nordiq Alberta representative after the event, which includes all finishers and competitors that 'Did Not Finish' (DNF). The Levy will **not** be charged for competitors that 'Did Not Start' (DNS). Levy fees only apply to athletes registered to an Albertan Club. Nordiq Alberta will invoice the Host Club for the appropriate amount. These fees are essential to the operation of the Nordiq Alberta Provincial Event Series.

Technical Package:

Please refer to the current Technical Package for Provincial Cross-Country Ski Events. In particular, see Sections on Bid Submission and Selection, Host Club Responsibilities, and Nordiq Alberta Responsibilities and Services. Contact the Nordiq Alberta Office at 708-288-1738 if you have any questions. The document is available on the Nordiq Alberta website.

General Information:

Host Club: _____

Chief of Competition: _____

Address: _____

Email: _____

Telephone (H): _____ Mobile: _____

Event Series: _____ Alberta Cup* _____ Youth Championships

_____ Regional Event/Loppet _____ Roller Ski Event

*If you have selected Alberta Cup, please provide 2-4 weekend dates (Saturday + Sunday) from December to March that your Club is available to host the event.

Date Conflicts: Is there flexibility to move dates in the event of a conflict? __ Yes __ No

If no, explain:

Part 1 - Club Structure and Leadership Considerations

Local Organizing Committee

Chief of Competition: _____

Experience: _____

Race Secretary: _____

Experience: _____

Chief of Course: _____

Experience: _____

Chief of Timing: _____

Experience: _____

_____ : _____

_____ : _____

_____ : _____

_____ : _____

Club Development

Club has a program for:

Jackrabbit ☐ Yes ☐ No

Junior Racing ☐ Yes ☐ No

Youth Recreational ☐ Yes ☐ No

Master or Adult Recreational ☐ Yes ☐ No

Para-Nordic ☐ Yes ☐ No

Has your club added any new programs or had any growth in programs? ☐ Yes ☐ No

If yes, please explain:

Officiating Certification Course

Hosting a Provincial Event offers the opportunity to have an Officials Certification Course. ☐ Yes ☐ No

Is your Club interested in hosting such a course for Level 1 and 2 Certification?

If Yes, When: _____

Motion and Deposit

Is the club motion to host an event attached? ☐ Yes ☐ No

Bid fee cheque of \$25.00 per event included? ☐ Yes ☐ No

(Bid fee for an Alberta Cup weekend is \$50, \$25 per event)

Part 2 – Technical Considerations

Venue Capacity

Does the proposed venue meet the criteria set out in the Technical Package? ☐ Yes ☐ No

If no, explain:

Past Hosting Experience

Has the club hosted any events in the past? ☐ Yes ☐ No

if yes, please provide the basic event details:

Event formats

What type of event formats does your Club/venue have the capacity to host? When selecting formats please consider the Clubs capacity to provide the appropriate number of volunteers needed for the different types of events and the venue capacity with regards to trail width & Homologation, stadium, and facilities:

☐ Individual Classic

☐ Individual Start Skate

☐ Mass Start Classic

☐ Mass Start Skate

☐ Pursuit Start Classic

☐ Pursuit Start Skate

☐ Sprint, Classic

☐ Sprint, Skate

☐ Kings Court Sprint

Equipment Trailer

Will your Club be required to use the Nordiq Alberta equipment trailer for this event?

☐ Yes ☐ No (Fencing, V-boards, radios)

*If yes, please complete the '[Trailer Rental Form](#)'

Signatures:

I, _____ (print name) am in agreement with the details as submitted and will ensure that the Club will follow all the rules, policies and procedures outlined in the Nordiq Alberta Technical Package.

(Chief of Competition Signature)

(Date)

I, _____ (print name), have reviewed this bid and the Technical Package, and confirm the support of _____ (Club) for this bid to run a Nordiq Alberta sanctioned Provincial Event.

(Club President Signature)

(Date)

Nordiq Alberta Sanction Form

The information in this Sanction Form must be submitted at the time of Club Registration and/or Event Confirmation to ensure appropriate insurance for the event.

Office Use Only

Date Received:
Assessment Completed:
Assessment Score:
Event Awarded:
Date of Decision:
Equipment Trailer:
Officiating Course Offered:
Course Conductor:
Technical Delegate Assigned: