



WBSC

WORLD
BASEBALL SOFTBALL
CONFEDERATION

Game Time!

WBSC SOFTBALL WORLD CUPS

HOSTING CANDIDATES OUTLINE

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1.- INTRODUCTION

This WBSC Softball World Cup Hosting Outline is intended for National Federations (NF) or Associate Members (AM) of WBSC eligible to host a WBSC Softball World Cup. The document outlines the requirements, rights and duties for the organisation of WBSC Softball World Cups.

WBSC Event organizers are obliged to respect the general provisions of the WBSC Statutes, the WBSC Rules and Regulations and the specific tournament norms.

1.1.- Governing Body

The WBSC Executive Committee has the exclusive right and authority to decide the organizer of WBSC Events.

1.2.- Candidates

Any National Federation or Associate Member affiliated to WBSC with full rights can bid for the organisation of an WBSC Event with the approval of the WBSC Executive Committee. The WBSC Executive could also decide to organize the Event in more than one country. Should any City, Government, or Event Management Organisation be interested to host a WBSC Event, then such entity shall contact a National Federation or Associate Member in the respective countries, as they are the lone entities that can officially bid for any WBSC Event.

1.3.- WBSC Duties

WBSC has the obligation to do all in its power to ensure that a competition organised under its auspices is successful. WBSC shall be represented by qualified and reliable persons who maintain absolute impartiality in this endeavour. WBSC shall direct and supervise the Event operation in an attempt to hold a successful competition and shall cooperate with the Local Organising Committee (LOC) while providing guidance and leadership. In the event that the LOC does not comply with the standards set by WBSC, WBSC may use its right demand the organiser the reimbursement of certain expenses incurred due to its actions.

2.- WBSC SOFTBALL WORLD CUPS OVERVIEW

The following editions of WBSC Softball World Cups with its corresponding Hosting Fees established by the WBSC Executive Board are now open for hosting proposal:

WBSC Tournament	Available Editions	Hosting Fee (USD)	Number of Participating Teams
Women's Softball World Cup	2021, 2023, 2025, 2027	\$40,000.00	16
Men's Softball World Cup	2024, 2026	\$40,000.00	12
U-23 Men's Softball World Cup	2021, 2023, 2025, 2027	\$20,000.00	12
U-18 Women's Softball World Cup	2020, 2022, 2024, 2026	\$30,000.00	16
U-18 Men's Softball World Cup	2020, 2022, 2024, 2026	\$30,000.00	12
U-15 Women's Softball World Cup	2021, 2023, 2025, 2027	\$20,000.00	12
U-12 Mixed Softball World Cup	2021, 2023, 2025, 2027	\$10,000.00	12

The format, number of games and duration of the tournament will be determined based on the number of competition venues available as shown in the following table:

Number of teams	Event Format	Venues	Practice Fields	Number of games per day	Duration of the Tournament
12	2 groups single round robin + super round	2 competition venues (with lights)	2 practice / warm up venues	10	6 days (including one rain day)
12	2 groups single round robin + super round	3 competition venues (2 with lights)	2 practice / warm up venues	14/15	5 days (including one rain day)
16	4 groups single round robin + super round	3 competition venues (2 with lights)	2 practice / warm up venues	14	6 including one day rain day (if a fourth competition venue available the event could be played in 5 competition days)

WBSC will prepare the tournament competition schedule. WBSC is the final authority to change, update and/or approve the competition schedule and has the decision-making rights in the event of disagreement with LOC

3.- BIDDING PROCESS

Listed below are the steps in the process to host a WBSC Softball World Cup:

1. WBSC opens the calls for National Federations and Associated Members to express interest in hosting a WBSC Softball World Cup.
2. National Federations express their interest in an WBSC event and return the hosting proposal form to the WBSC Office.
3. WBSC evaluates the submitted hosting proposals.
4. WBSC identifies and selects the most suitable candidate for approval by the Executive Committee.
5. WBSC announces the successful host for the WBSC Softball World Cup.

NOTE: The bidder agrees to cover a Payment / Deposit of \$5,000.00 USD to become an Official Candidate for hosting a WBSC Softball World Cup.

3.1.- Benefits of hosting a WBSC Softball World Cup

The WBSC is committed to growing the game of softball worldwide through the organisation of various WBSC tournaments, while ensuring that National Federations benefit for hosting a WBSC Softball World Cup before, during and after the event.

Organising WBSC Tournaments gives the opportunity to National Federations to establish a legacy that will help develop the game locally, while also providing world-wide exposure for their program and the hosting region. Some of the specific benefits are:

- Helps construction of new or renovation of existing facilities to support the development of the game at all levels;
- Increased number of high-quality softball development programs for professional, amateur, youth and grassroots levels;
- Improved cooperation between host cities, sponsors, media and local community at large;
- Enhanced partnerships and greater commercial activity and investment from new sponsors, media and broadcasters;
- Help in breaking down social barriers for participation and better opportunities for both women and young people;
- Using well-known softball players and coaches as role models to encourage kids and emerging players and to promote health and other social benefits;
- Multi-venue and multi-organisation to maximize host city and touristic impact;
- Multiple brand activations, campaigning and merchandising opportunities;
- Extensive host city / host country programme (dressing and branding) including fan zones;
- Promotional support on WBSC dedicated webpages and social media channels.

4.- LOC ORGANISATIONAL AND FINANCIAL OBLIGATIONS

This section provides an overview of expenses for the LOC to plan and prepare the Event budget.

4.1.- General Organising Expenses

The LOC shall be responsible for all expenses derived from assuring that WBSC tournament standards are met in the following:

- Softball venues setting up, management and maintenance;
- Accommodation & meals
- Local Transportation;
- Event personnel and volunteers;
- Local promotional and marketing campaign
- Information technology and credentials printing;
- Infrastructure;
- Opening and closing ceremonies;
- Event insurance;
- Doping control;
- Venue branding & event advertising signage;

4.2.- Teams Accommodation

LOC must provide full board accommodation in rooms with a maximum of four (4) people per room for all Official Team Delegation Member (22 individuals) at LOC's expense.

- Official Team Delegation:

Players	16
Delegation Leader	1
Coaches including Team Manager	5
Max. total:	22

Hotels shall be of international 4-star standard category and are subject to approval by WBSC. Accommodation and meals shall be covered by the LOC starting two days prior to the start of competition and one day after the Final Game.

4.3.- WBSC Family Accommodation

The LOC shall secure a sufficient number of rooms in an exclusive WBSC Family Hotel (4-stars hotel category minimum), and shall be responsible for full board accommodation expenses of WBSC Family (WBSC Officials, Staff & Tournament Personnel) in single occupancy as listed below:

- WBSC President: 1 (executive/suite room category minimum);
- WBSC Softball Chairman: 1 (executive/suite room category minimum);
- Tournament Director: 1;
- Technical Director: 1;
- Scoring Director: 1;
- Umpire Director: 1;
- UD Assistant: 1;
- Medical Officer: 1;
- WBSC Staff: 3;
- WBSC Media: 1;
- TV Personnel & Announcer: 2;
- Tournament Officials (i.e. Umpires, Scorers, TC's);

NOTE: the number and appointment of WBSC Officials and Staff needed for the tournament shall be established by WBSC based on the tournament format and number of venues. The exact number may be clarified with a potential host ahead of presenting the bid. Exact arrival and departure dates of each individual mentioned above will be established once the event host is selected.

The LOC shall also secure a sufficient number of exclusive media hotels, ranging from 3-stars to 5-stars hotels. Accredited media representatives will then choose their preferred hotel and shall be responsible for their own accommodation and meals expenses.

4.4.- Air Travel- Teams

International travel expenses for each National Team Delegation Member shall be covered by the respective National Federation.

4.5.- Ground Transportation Expenses

The LOC shall be responsible for the organisation of the local transportation for each Team Delegation, WBSC Officials, staff, VIPs/WBSC guests and Media Partners/Event personnel, if present. The LOC shall also cover the local travel cost for WBSC delegates to conduct inspections on the fields prior and during the tournament.

LOC shall provide an exclusive bus for each team for transfer from/to Airport, official hotels, official tournament functions, practice/competition venues, etc., during official tournament dates (no requirement for off duty transport).

LOC shall provide transport in vans for Tournament Officials with set times of departure to venues and official functions.

LOC must provide dedicated cars with driver for:

- Tournament Directors: 3;
- WBSC Staff and Medical: 3;
- WBSC Media: 1.

4.6.- Insurance

LOC shall guarantee to cover all risks of the Event, including accident and liability insurance for all Event related personnel. The WBSC will not be considered responsible for any claim for loss, injury or damage. The insurance coverage must include legal liability for injury to participants with a limit of liability of \$2,500,000.00 USD.

4.7.- Mobile Phones

LOC shall provide up to twelve cellular phones with local calls and DATA access at LOC's expense.

4.8.- Laundry Service

LOC shall provide overnight laundry service for Umpire uniforms at LOC's expense. LOC must coordinate pick-up and drop-off at WBSC Family Hotel.

LOC shall provide information on options near WBSC Family Hotel for the rest of WBSC Officials/Staff, which will be at each individual's expense.

Teams shall be responsible for the expense of their delegation members laundry. LOC must provide information on options near team's accommodations.

4.9.- Work Spaces

The LOC shall provide meeting rooms, office space, equipment and technical support as needed for WBSC Officials and Staff at the WBSC Family Hotel, at LOC's expense as listed below:

a) WBSC Secretariat Office

An office room shall be provided for the WBSC Staff from the day of their arrival (regularly 5 days prior to competition start) until two days after the competition ends, fully equipped as follows:

- Six (6) desks and chairs;
- One (1) laser printer;
- One (1) high-speed photocopier;
- Notice boards;

- Air conditioning;
- 100MB minimum WIFI connection (download & upload);
- Storage area;
- Extra chairs for visitors.

b) WBSC President's Office

An office room shall be provided for the WBSC President and/or WBSC Softball Chairman from the day of his arrival until his departure, fully equipped as follows:

- One (1) Desk and a chair;
- One (1) laser printer;
- Air conditioning;
- 100MB minimum WIFI connection (download & upload);
- Sofa and extra chairs for visitors.

c) WBSC Meeting Room

An office room shall be provided for the Technical Commissioners/Umpires, from two days prior to the start of the competition until the end of the competition, equipped as follows:

- Table with twenty (20) chairs;
- 100MB minimum WIFI connection (download & upload);

4.10.- Pre-Tournament Meetings

Several meetings shall take place during the days leading up to the start of the tournament. The LOC is responsible for providing the rooms at the WBSC Family Hotel, as well as all the elements needed for each one of the meetings (i.e. rooms, tables, chairs, podium, technical equipment, etc.) at LOC's expense.

a) Technical Commission Meeting

The LOC is responsible for providing the following:

- Meeting room with tables and chairs for a minimum of 20 persons;
- Refreshments during the meeting (soft drinks, coffee/tea);
- Internet access free of charge;
- One (1) projector with cable to connect to a laptop;
- One (1) screen.

Dates of availability to be agreed upon with WBSC. The meeting will normally take place the day before competition starts.

b) Umpires Meeting

The LOC is responsible for providing the following:

- Meeting room with tables and chairs for a minimum of 30 persons;
- Refreshments during the meeting (soft drinks, coffee/tea);
- Internet access free of charge;
- One (1) projector with cable to connect to a laptop;
- One (1) screen.

Dates of availability to be agreed upon with WBSC. The meeting will normally take place the day before competition starts.

c) Scorers Meeting

The LOC is responsible for providing the following:

- Meeting room with tables and chairs for a minimum of 20 persons;
- Refreshments during the meeting (soft drinks, coffee/tea);
- Internet access free of charge;
- One (1) projector with cable to connect to a laptop;
- One (1) screen.

Dates of availability to be agreed upon with WBSC. The meeting will normally take place the day before competition starts.

d) Pre-Tournament Technical Meeting

The LOC is responsible for providing the following:

- Meeting room with capacity for a minimum of fifty (50) persons;
- One (1) podium with Presidential table and chairs for seven (7) persons minimum;
- Tables and three (3) chairs in school layout for each one of the teams participating in the technical meeting;
- Internet free of charge;
- Minimum of three (3) microphones at the Presidential table and two (2) cordless microphones for Team's questions;
- Two (2) screens to project presentation in English and Spanish;
- Two (2) projectors, one for each screen;
- Refreshments during the meeting (water, soft drinks, coffee/tea);

e) Press Conference

The LOC is responsible for providing the following:

- Meeting room with ample space for podium, media seating and TV platforms;
- One (1) podium with space to place up to twenty-four (24) or thirty-two (32) chairs, based on 12-team or 16-team format respectively;
- Tables and chairs in school layout for up to fifty (50) persons;

5.- WBSC OBLIGATIONS

This section provides an overview of expenses covered by the WBSC:

- Broadcast services;
- All international travel expenses of WBSC Tournament Officials and Staff
 - WBSC Staff/Representatives;
 - Umpire Director (and Assistant Director if assigned);
 - Scorer Director;
 - Technical Director;
 - Technical Commissioners;
 - Umpires;
 - Scorers;
 - Medical/Anti-Doping Officers;
 - Jury of Appeal;
 - Media personnel for TV/Website;
- Full board accommodation expenses of all WBSC Tournament Officials and Staff not covered by the LOC;
- Fees and allowances/per diems for Tournament Officials and Staff.

5.1.- Official Balls

The Official Competition balls shall be provided by WBSC.

5.2.- Trophies and Medals

WBSC shall provide the **World Champion trophy** and **medals** for the top three teams. LOC shall provide individual awards and All-World Team plaques at LOC's expense. Awards design are subject to WBSC approval.

6.- LOC REVENUE SOURCES

The LOC may keep all income derived from:

- Government, Municipal and NOC subsidies;
- Ticket sales;
- Vendors;
- Event/local sponsorship revenues as agreed with WBSC;
- Value-in-kind related to cost items as agreed with WBSC;
- Merchandising.

All **marketing, sponsorship, advertising and media rights** for the commercialization of WBSC tournaments belong to WBSC. Some special local sponsoring and local TV rights may be released upon agreement with WBSC, to ensure proper visibility of LOC's sponsors and maximize LOC's revenue stream.

NOTE: All the items described above are considered minimum requirements. The LOC may enhance its hosting proposal if so desired. A competitive offer will be viewed favourably as one of the key areas for evaluation as well as other technical arrangements.

7.- VENUE INFRASTRUCTURE AND SPACE REQUIREMENTS

7.1.- Practice Facilities

LOC must provide at least two practice facilities available during Official Tournament Dates (3 days prior to start of tournament).

Teams shall cover all expenses of training camps prior to Official Tournament Dates.

7.2.- Competition Venues

A minimum of two competition stadiums (depending on format and number of participants) with lights fully compliant with WBSC standards will be needed to host a WBSC Softball World Cup. The following are key items needed in any competition venues:

- Fully enclosed playing fields with padding in key areas;
- Team locker/changing rooms;
- Shower and toilet facilities;
- Trainer's Room;
- Field/Dugout Access;
- Dugout fully equipped (rack for helmets and bats, floor covered with rubber material, etc.);
- Bullpens;

- Scoreboard;
- 20-second pitch clock;
- Speaker system for PA announcing and music;
- All equipment necessary for field maintenance

7.3.- Tournament Management Spaces in Venue

The LOC shall provide a venue map that identifies all the functional areas such as:

- a) Technical Commission area: there shall be a minimum of one (1) table and two (2) chairs for Technical Commissioners in an exclusive area with full view of and easy access to the field of play. Such area should have privacy and be identified with a sign as “WBSC Technical Commission”.
- b) Umpire in Chief area: there shall be a minimum of one (1) table and two (2) chairs for the Umpire in Chief (UIC) and the UIC assistant in an exclusive area with full view of the playing field. Such area should have privacy and be identified with a sign as “WBSC Umpire in Chief”.
- c) Umpire’s locker rooms (male and female): each facility shall provide a private dressing, shower and toilet facility for umpires with a minimum of five (5) lockers. Male and female Umpires must have separated dressing rooms, which must be fully equipped.
- d) Anti-doping suite: Each competition venue shall have a designated space for Anti-doping Control that fully complies with WADA regulations. This area shall meet the following requirements:
 - Waiting area for athletes and chaperones;
 - Administration area for athlete’s check-in;
 - Area for sample collection equipped with two (2) independent toilets.

Number of tests at LOC expense to be confirmed based on number of participating teams.

- e) WBSC Secretariat Office: an office room shall be provided for the WBSC Staff in each Competition Venue, fully equipped as follows:
 - Four (4) Desks and chairs;
 - One (1) laser printer;
 - One (1) high-speed photocopier;
 - Notice boards;
 - Air conditioning;
 - 100MB minimum WIFI connection (download & upload);
 - Extra chairs for visitors.

- f) Scorers Area: there shall be a room with at least three (3) working stations for the statisticians and scorers, preferably in an elevated position just behind home plate with full view of the field of play.
- g) WBSC Media area: there shall be a minimum of two (2) media working stations with full view of the field of play, including access to electrical outlets and an exclusive WIFI connection of 100 MB (download & upload).
- h) VIP area: the VIP Hospitality Area or Areas must be situated close to the VIP seats. The Hospitality Areas shall be suitable for an agreed number of WBSC and LOC VIP guests and access shall be permitted only for guests with appropriate credential. The LOC shall provide an agreed quality of hospitality service previously approved by WBSC (i.e. food and beverages).
- i) Media Centre: space to be defined based on media representatives expected attendance.
- j) LOC Administration office: to be defined by LOC. It should be in close proximity of WBSC secretariat office to maximize communication efficiency.

8.- WBSC SITE VISIT

During the hosting proposal evaluation process and/or after being awarded the hosting of a WBSC Softball World Cup, WBSC representatives shall schedule a site visit to inspect the competition venues and proposed hotels to ensure compliance with WBSC standards. After the inspection, a list of items will be developed in order to meet the critical requirements related to playing field, player safety, venue infrastructure, hotel quality, etc. The list of improvements and recommendations will become part of the agreement between the host and WBSC. The LOC will be responsible for all renovations or upgrades to their facilities that do not meet WBSC standards. These standards apply to both new and existing facilities, and the venue and hotel inspection will be considered as the Official Site Visit.

9.- MARKETING & ADVERTISING

All commercial rights to the Event are exclusively owned by WBSC. However, WBSC will work in good faith with the host to maximize LOC exposure and profitability by releasing certain rights such:

- Partial sponsor visibility on Field of Play;
- Sponsor visibility in other parts of the competition venue;
- Merchandising;
- Ticket sales;
- Stadium food stands/concessions;

- Volunteers outfit;
- Other (all under approval of WBSC).

The LOC shall discuss with WBSC potential partners before engaging in negotiation and WBSC must approve in writing any and all sponsorship/partnership agreements for the Event before its signing.