

Men's & Women's National Championships Bid Packet 2023-25

USA Curling
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ABOUT USA CURLING

Located in Eagan, Minnesota, The United States Curling Association, more commonly known as USA Curling, is the National Governing Body of the Olympic sport of curling and the Paralympic sport of wheelchair curling in the United States.

The mission of USA Curling is to grow, strengthen, and advocate for the Olympic and Paralympic sport of Curling in the United States by prioritizing accessibility and programmatic development from grassroots to podium.

USA Curling (USCA) is a member of the World Curling Federation and the United States Olympic & Paralympic Committee.



EVENT DESCRIPTION

The USA Curling National Championships host the best men's and women's teams from across the country to compete for the Men's and Women's National Championship titles and advance to represent the United States at the Men's and Women's World Curling Championship.

2023 Event Dates: Sunday, February 5 – Saturday, February 11

2024 Event Dates: Sunday, January 28 – Saturday, February 3

2025 Event Dates: Sunday, January 26 – Saturday, February 1



LOC

A strong Local Organizing Committee (LOC) needs to be in place to successfully run this event. A minimum of three individuals/parties are required to form the LOC:

- Venue
- Local curling club
- Convention & Visitors Bureau/Sports Commission

The LOC will be responsible for signing the event contract and negotiating any expense/revenue splits with USCA.



VENUE REQUIREMENTS

- 4 locker rooms spaces (2 men & 2 women)
- Officials' office
- Tournament (USCA) Office
- Hospitality area for staff, officials, and volunteers
- Sports Medicine room
- Indoor storage for USCA equipment
- Loading dock or similar area to accommodate 53' equipment trailer
- Free parking areas for teams and staff
- In-house ticketing system
- 1000+ seating capacity
- Separate seating area for teams
- Concessions
- High speed internet and cabling to accommodate broadcast production



ICE REQUIREMENTS

- Exclusive access at least 5 days prior to the start of pre-event practices
- Adequate space to install 5 curling sheets *See Appendix A
- Ability to install staging at the end of the curling sheets
- Air conditioning system with capacity to keep the air temperature at 50 degrees Fahrenheit regardless of heat load. There should be no airflow over the ice surface.
- Dehumidification system with capacity to maintain a dew point temperature of 25 degrees Fahrenheit.
- Refrigeration system and cooling floor must be in good condition. Access to and control of both systems must be given to the USCA head ice technician.
- NO SAND FLOORS



HOTELS

USCA, with the assistance of the LOC, will contract a room block for the event. The following groups, not including fans, will be traveling for this event.

- Teams: 90 people/45 rooms
- Staff/Officials: 15 people/10 rooms

Key Amenities:

- Breakfast
- Free parking
- Room night rebates
- Airport shuttle



LOC RESPONSIBILITIES

- Venue rental
- Hospitality for officials and ice crew (approx. 15 people)
- Drinks and snacks for teams (approx. 90 people)
- On-ice staging
- Venue staffing
- Ticketing
- Food and beverage sales
- Volunteer recruitment *see Appendix C
- Site visit for USCA Events Manager and Head Ice Technician
- Local marketing and promotion
- Revenue and expense numbers shared with USCA within 30 days of the end of the event



USCA RESPONSIBILITIES

- Curling sheets installation and maintenance
- Stones and handles
- Timing Equipment
- Scoreboards and team name placards
- Event and sponsor signage
- Awards
- Freight and shipping
- Event registration and team rosters
- Event schedule *See Appendix B for schedule template
- Head Ice Technician, Chief Umpire, and Deputy Chief Umpire
- On-site USCA staff to run the event
- Travel and lodging for USCA Staff, Head Ice Technician, Chief Umpire, and Deputy Chief Umpire
- Photographer
- Web streaming and/or television broadcast
- Setup of live scoring through Curling Zone



FINANCIAL OBLIGATIONS

USCA and the LOC will share expenses as laid out in the “Responsibilities” slides. Event revenues will also be shared as outlined here.

- First \$100,000 of gross revenue to USCA
- Next \$100,000 of gross revenue to LOC
- 50/50 split on gross revenue beyond \$200,000



ANTI-DISCRIMINATION POLICY

USA Curling is committed to fostering a community that embodies “The Spirit of Curling” in every way. From grassroots to podium, it is our responsibility to ensure that not only everyone feels welcomed to the sport, but is also provided resources to achieve success. As such, USA Curling stands against discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Every selected host site of a USA Curling sanctioned event is expected to uphold these fundamental responsibilities to ensure safety and equality for all staff, volunteers, and participants.



SUBMITTING A BID

To submit a bid to host the USA Curling Men's & Women's National Championships please submit the following items to competitions@usacurling.org.

- Letter of Intent
- Year/dates you would like to host
- Venue name, address, and capacity
- Venue diagram
- Names and contact information of LOC
- List of previously hosted curling events
- Air conditioning, dehumidification, and cooling floor system details
- List of nearby hotels
- Nearest major airport



APPENDIX

A. Curling Dimensions

- 5 Sheets
- Individual sheets: 150' x 14' 6"
- Walkway between 2nd & 3rd and 3rd & 4th sheets
- Diagram



APPENDIX

B. Template Schedule

Date	Time		Sheet A		Sheet B		Sheet C		Sheet D		Sheet E	
Saturday	8:00 AM	Practice	Men 9		Men 6		Men 4		Men 10		Men 5	
	10:00 AM	Practice	Men 2		Men 8		Men 7		Men 1		Men 3	
	12:00 PM	Practice	Women 9		Women 6		Women 4		Women 10		Women 5	
	2:00 PM	Practice	Women 2		Women 8		Women 7		Women 1		Women 3	
	4:00 PM	Men D1	Men 10	Men 1	Men 5	Men 3	<i>Men 9</i>	<i>Men 2</i>	<i>Men 6</i>	<i>Men 8</i>	<i>Men 4</i>	<i>Men 7</i>
Sunday	8:00 PM	Women D1	Women 10	Women 1	Women 5	Women 3	<i>Women 9</i>	<i>Women 2</i>	<i>Women 6</i>	<i>Women 8</i>	<i>Women 4</i>	<i>Women 7</i>
	9:00 AM	Men D2	Men 6	Men 7	Men 2	Men 8	Men 4	Men 5	<i>Men 3</i>	<i>Men 10</i>	Men 1	Men 9
	2:00 PM	Women D2	Women 6	Women 7	Women 2	Women 8	Women 4	Women 5	<i>Women 3</i>	<i>Women 10</i>	Women 1	Women 9
Monday	7:00 PM	Men D3	Men 3	Men 4	Men 9	Men 6	Men 7	Men 8	<i>Men 5</i>	<i>Men 1</i>	Men 10	Men 2
	9:00 AM	Women D3	Women 3	Women 4	Women 9	Women 6	Women 7	Women 8	<i>Women 5</i>	<i>Women 1</i>	Women 10	Women 2
	2:00 PM	Men D4	Men 9	Men 8	Men 4	Men 10	Men 3	Men 1	Men 7	Men 2	Men 5	Men 6
Tuesday	7:00 PM	Women D4	Women 9	Women 8	Women 4	Women 10	Women 3	Women 1	Women 7	Women 2	Women 5	Women 6
	8:00 AM	Men D5	Men 2	Men 5	Men 1	Men 7	Men 10	Men 6	Men 4	Men 9	Men 3	Men 8
	12:00 PM	Women D5	Women 2	Women 5	Women 1	Women 7	Women 10	Women 6	Women 4	Women 9	Women 3	Women 8
	4:00 PM	Men D6	Men 7	Men 10	Men 3	Men 9	Men 2	Men 4	Men 8	Men 5	Men 6	Men 1
Wednesday	8:00 PM	Women D6	Women 7	Women 10	Women 3	Women 9	Women 2	Women 4	Women 8	Women 5	Women 6	Women 1
	9:00 AM	Men D7	Men 4	Men 6	Men 8	Men 1	Men 5	Men 7	Men 2	Men 3	Men 9	Men 10
	2:00 PM	Women D7	Women 4	Women 6	Women 8	Women 1	Women 5	Women 7	Women 2	Women 3	Women 9	Women 10
Thursday	7:00 PM	Men D8	Men 5	Men 9	Men 6	Men 2	Men 8	Men 10	Men 1	Men 4	Men 7	Men 3
	8:00 AM	Women D8	Women 5	Women 9	Women 6	Women 2	Women 8	Women 10	Women 1	Women 4	Women 7	Women 3
	12:00 PM	Men D9	Men 1	Men 2	Men 10	Men 5	Men 6	Men 3	Men 9	Men 7	Men 8	Men 4
	4:00 PM	Women D9	Women 1	Women 2	Women 10	Women 5	Women 6	Women 3	Women 9	Women 7	Women 8	Women 4
Friday	8:00 PM	TB #1*										
	8:00 AM	TB #2*										
	1:00 PM	Page Game	W3-4		M3-4		M1-2		W1-2			
Saturday	7:30 PM	Semifinals					W Semi		M Semi			
	12:00 PM	Mens Final					M Final					
	5:00 PM	Womens Final					W Final					



APPENDIX

C. Volunteer Needs

Venue Setup

- 10 people the first 3 days of ice install

Ice Crew

- 5 people the last 2 days of ice install
- 4 people for each day of practice & competition

Check-in

- 1 each day of practice and competition

Timers

- 1 per sheet each draw



APPENDIX

C. Volunteer Needs Continued

Level II Curling Officials

- 4 each draw

Camera Operator

- 2 each draw

Live Scoring

- 1 each draw

Venue Tear-down

- 10 people last evening of event

*Subject to change. More or fewer volunteers could be required once the venue, dates, and schedule are finalized.

