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iQFOiL International Class Event Manual

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INTERNATIONAL ORGANIZATION

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BRITISH SAILING TEAM

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INTRODUCTORY INFORMATION

Described within this document are details for the organisation of an iQFOiL Event. It is intended to assist the Organizing Committee with the preparation, planning and making of a BID to host an iQFOiL Event.

An iQFOiL Event runs over a maximum of nine days, made up of three days for Registration & Measurement, followed by a minimum of two days of Qualifying Series, a minimum of two days of Final Series before progressing to a Mezdal Series and a Prize Giving Ceremony after the last race.

All iQFOiL Events have to be organized under this guideline.

DEFINITIONS & ROLES

1. DEFINITIONS

The iQFOiL Class

The iQFOiL Class works to bring Olympic Windsurfing to the front line and push sailing sports in an exciting new direction.

As such, the race formats it offers are designed to be challenging and dynamic for the sailors, engaging and exciting for media and public, whether the wind is light or super-light to medium-strong winds.

The competition equipment has been designed to achieve foiling from 6 to 35 knots whatever the sea conditions may be.

The iQFOiL Class coordinates 50 countries, takes the responsibilities for secretarial and administrative regulatory aspects linked to the sailors and to the race management. It also manages the calendar and entries of each World and European Championships, iQFOiL International Games, publishes NoR, SIS and scoring.

Event

A series of races that, ranked together, give a final rank.

Race

A single race that gives a single rank at its finish and constitutes part of an Event.

Fleet

Distribution of sailors according to gender and/or age.

Group

A fleet which is split to sail in a series or final races of an event.

Heat

A group which is split to sail Sprint Slalom

Course Racing

Consists of upwind/downwind courses. Sailors start in Fleet or Groups for races lasting between 16 and 21 minutes.

Sprint Slalom

Consists of crosswind and downwind courses with jibes around 3 to 6 buoys. Sailors start in heats for short races lasting between 4 and 8 minutes.

Marathon

Consists of a long distance upwind/downwind & crosswind course. Sailors start in Fleet or Groups for a race lasting around an hour

2. THE ORGANIZING COMMITTEE (OC)

It is made up of the hosting Club Board or a conjunction of some Sailing Clubs with or other Associations or Entities, or other people named by them.

The Organizing Committee has the major responsibilities of logistic affairs for technical organization both onshore and afloat. An official will be named as Organizing Committee Contact (COC) acting as interface with the iQFOiL Class for any communication.

The president of the OC (or someone else appointed by him) must sign the contract for organizing an iQFOiL Event.

3. THE iQFOiL CLASS ROLE

To ensure each iQFOiL Event achieves its potential and to maximise the opportunity this provides the sport, the iQFOiL Class will issue the guidelines, the contract draft, the Notice of Race (NoR) and the Sailing Instructions (Sis); take on the responsibilities for secretarial and administrative regulatory aspects linked to the sailors and to the regatta management.

The role of the iQFOiL Class is to deal with secretarial and communication tasks, as well as the role of "advisor" for consistency of an International Jury.

To maximise the value of the competition the iQFOiL Class will run each event with a high level of Media Coverage to bring Olympic Windsurfing to the front line, push sailing sports in an exciting new direction and promote the Event (Club) Organizer, the Area/Region and the Country.

4. THE RACE COMMITTEE

The OC shall supply, per race area, an International Race Officer with experience of large high speed boats fleets.

The setting up of the races, starting line and course length/direction, change of course, recalls and postponing or abandoning races shall be done in accordance with the iQFOiL Class Race Management Guideline.

The OC submit the name(s) and details of the suggested Race Officer(s) to the iQFOiL Class for approval not less than three months before the start of the EEC.

5. THE INTERNATIONAL JURY

The iQFOiL Class will appoint the International Jury members, depending on the final number of fleets. Up to two jury members may be local/national judges nominated by Host.

Travel from the nearest airport or train station, accommodation and catering expenses will be covered by the OC.

6. MEASUREMENT CONTROL

The iQFOiL Class will provide up to 3 iQFOiL and World Sailing recognized Technical Officers.

They will carry out pre-event inspection and post race inspection. Measurement checks are recommended at the finish line of the races and may also be made randomly to boats onshore, having gone afloat or just after the finish line at the discretion of the Technical Inspector.

BID TIME LINE

1. TWO YEARS PRIOR

Ideally, an **OC** that wishes to host an iQFOiL Event has to contact the iQFOiL International Class Association at any time up to October, 2 years before the year of this event.

For example if a Club wished to host the 2025 iQFOiL World Championships, a full bid form must be completed and submitted by email to the iQFOiL Class before the 31th of October 23.

The successful bid will be confirmed, based on a vote from the iQFOiL Class Executive Committee.

Once fixed the venue, the date cannot be changed; the only possible change can be caused by and sudden change of a World Championship date for the same fleet that clashes with the previously stated date or, a pandemic situation.

Applications sent after this deadline may still be considered after approval by the Class Executive Committee

To seek World Sailing approval by the Local National Authority.



2. IN THE PERIOD BETWEEN 18 MONTHS AND NO LATER THAN 6 MONTHS PRIOR

10 Months Prior

Contract and budgets will be agreed and signed.

The **OC** is not allowed to publish his selection, the venue and date before the signing of the contract.

9 Months Prior

The venue and agreed dates for the iQFOiL Event will be published by the iQFOiL International Class,

The **OC** will produce and send a proposed Event logo to the iQFOiL International Class for approval in advance of production & printing,

The **iQFOiL International Class** will produce the event website as soon as the contract is signed,

The **OC** will arrange all race organisation personnel on the water,

The **OC** will investigate a variety of accommodation and preferential rates,

The **OC** will pass all information to the iQFOiL International Class to allow the Class community manager to put all information on line.

6 Months Prior

The **iQFOiL International Class** will create a draft Notice of Race (NoR) and will send it to the OC for feedback and the addition of any local restrictions or by-laws,

The **OC** will arrange helpers for launching and landing, measurement, additional safety on the water, security on the site, paramedic and general on-site help,

The **OC** will send a plan layout of onsite facilities including fencing, security, hose pipes, areas for on-site registration, charter distribution (if applicable) and measurement,

The **OC** will arrange provision for sailors to buy insurance cover at the on-site registration or prior to arriving via the internet.

The **OC** will arrange all necessary local permits and licenses.

The **OC** will arrange that any temporary structures to be erected for the event to meet local building regulations and have all required written consents,

The **OC** will ensure that any contracts with 3rd party providers are first approved by the iQFOiL International Class and then signed for all shore based facilities e.g. building contractors/suppliers of toilets, showers etc.,

The **OC** will review number of volunteers/helpers and plan more recruitment if necessary,

The **OC** will ensure that agreements are in place for the charter or loan of all race organisation, jury & patrol boats,

The **OC** will ensure that an iQFOiL spares shop on-site or within walking distance is provided,

The **OC** will ensure that on-site catering for sailors, their friends/family and volunteers/staff, are provided,

The **OC** will plan social events for sailors and their friends/families,

The **OC** will arrange all race organisation personnel:

Photographer, Videographer, Livestream coverage & Tracking service are arranged with the iQFOiL International Class,

The **OC** will prepare the plan for the communication with the iQFOiL International Class Media Manager,

The **OC** will work with the iQFOiL International Class to approve jury,

The **OC** will arrange accommodation and catering for officials and the iQFOiL Team members.

2 Months Prior

The **OC** will arrange T-shirts and any other merchandise for competitors,

The **OC** will arrange rubbish containers and waste collection,

The **OC** will arrange free wireless internet access,

The **OC** will arrange secure storage for sailors,

The **OC** will organise a loudspeaker system.

1 Month Prior

The **iQFOiL International Class** will activate an online notice boards for sailors and Jury management,

The **iQFOiL International Class** will set up and test scoring system to be used during the Event,

The **OC** will arrange flagpoles,

The **OC** will arrange provision of fuel and fuel storage for race organisation, jury & patrol boats,

The **OC** will arrange all ground tackle and buoys. Test that they will hold sufficiently.

2 weeks Prior

1st iQFOiL International Class Payment (20% of ½ registration fees):

The **OC** must return an invoice for each payment to enable the iQFOiL Class to make payment on time.

The **OC** will finalize arrangements for opening/closing ceremonies including stage or podium for winners, three flagpoles and audio system for national anthems,

The **OC** will confirm rescue and evacuation procedures.

The **OC** will update the officials' travel information: Arrange airport transfers for jury, race managers, measurers, iQFOiL Class Team members etc...

1 Week Prior

The **OC** will set up the race office, measurement area, competitors' village, toilets, showers etc.,

The **OC** will ensure that notice boards, flagpoles, loudspeaker system, hosepipe etc are in place,

The **OC** will get all race/patrol/jury boats on site and ensure that all have sufficient safety equipment and a VHF radio,

The **OC** will practice rescue and evacuation procedures and ensure all staff is fully aware of procedures,

The **OC** will ensure that all race organisation and other on-site personnel are briefed on their roles,

The **OC** will set up areas for on-site registration, measurement and, if required, charter boat distribution,

The **OC** will publish any specific rule or local rules managing the event.

Championship Start Date

The **iQFOiL International Class** will make any final changes to the scoring file following registration. Produce daily results for the sailors' notice board & the championship website,

The **iQFOiL International Class** will update the iQFOiL Event website daily with news reports, photographs and results,

The **OC** will ensure that a paramedic is on site two hours before each race,

The **OC** will ensure that a security guard is on duty every night.

The **OC** will ensure that rubbish collections and cleaning of toilets and showers is being carried out regularly,



2 Weeks after the Championship end date:

Final iQFOiL International Class Payment: (80% of ½ registration fees):

The iQFOiL International Class will advise the amount for the second payment with a detailed explanation.

The OC must return an invoice for each payment to enable the iQFOiL International Class to make payment on time.

GENERAL ADMINISTRATION & INFRASTRUCTURE DETAILS

1. PERMITS / LICENCES

It is the organisers responsibility to arrange all necessary local permits and licenses.

The organisers are responsible for ensuring that any temporary structures erected for the championship meet local building regulations and have all required written consents.

2. INSURANCES

The OC must provide third party and public liability insurance cover for the shore site (including the boat storage area), any social/function venues, any transportation provided, race organisation boats, race management personnel including international judges and race officials and any staff or volunteers arranged by the organisers.

Insurance shall include the full period of the iQFOiL Event, including any required on-site set-up and post event breakdown and clear away period.

All third party liability insurance shall cover an amount of not less than two million euros for each claim.

If there are any country-specific insurance requirements for the competitors, these requirements must be communicated to iQFOiL International Class in the initial bid specifying the type of insurances and level of cover required.

For all country-specific insurance requirements the OC shall provide a facility for the sailors to buy insurance at the on-site registration or prior to arriving via the internet.

3. SPONSORSHIP

The OC has the right to negotiate with and appoint sponsors to the iQFOiL Event,

Requests for applications of trademarks on sails on the part of the sponsor must comply the Regulation 20 of World Sailing.

4. IMAGE RIGHTS

All pictures made by the official photographer will be made available to be uploaded to the iQFOiL International Class Photoshelter.

5. EVENT LOGOS

The OC shall produce and send the proposed iQFOiL Event logo to the iQFOiL International Class for approval in advance of production & printing,

Any title sponsor's logo may be included into the championship logo.

Additional sponsor's logos may appear in an appropriate size relative to their financial contribution.

The iQFOiL International Class logos are available to all organizers in every useful graphic format and have to be visible on documents, websites etc..

6. REGATTA CLOTHING AND MERCHANDISING

The organising club shall provide “championship logo” T-shirts or similar memorabilia free of charge to each competitor. Additional merchandise may be offered for sale to competitors and supporters.

7. ACCOMMODATION

A variety of accommodation should be available within walking distance of the iQFOiL Event Venue, ideally consisting of several classes of hotel accommodation, self-catering and camping.

Preferential rates shall be agreed with local accommodation providers and clear guidance on how to benefit from these rates should be published on the iQFOiL Event website.

If there is limited accommodation within walking distance then accommodating the majority of competitors altogether at a reasonable price hotel is a popular option.

8. SOCIAL EVENTS

It is the OC’s job to prepare a the list of social events that will be agreed upon with the iQFOiL International Class.

The list of social events should be completed and printed at least one month prior to the event.

It is important to not use plastic and recycle forks, glass , etc...

A daily “pasta/rice” snack, fruits, water and soft drink shall be available to sailors free of charge when they come ashore after each race to promote “après sail friendship” for not only competitors, but also for companions and coaches.

The catering shall be capable of quickly serving a post-race rush when everyone will come ashore at the same time.

All social events must be agreed by the iQFOiL International Class and there is some exceptions or special circumstances that the social program will be cancel in case of pandemia.



9. PRIZES

The OC will Provide medals to the top 3 (podium) finishers in each valid division, & provide trophies to the 4th and 5th finishers in each valid division.

10. OPENING CEREMONY & PRIZE GIVING CEREMONY

An opening ceremony, including a buffet or pasta meal, shall be organized to follow the practice race at which all competitors and guests can be welcomed to the iQFOiL Event,

A prize giving ceremony, including a buffet or pasta meal, shall be organized to follow the last race of the championship. The OC must provide a suitable stage or three stepped podium, three flag poles on which the national flags of the winners can be hoisted and an audio system that can be used for announcements and the playing of the respective national anthems.

11. CHAMPIONSHIP WEBSITE

The iQFOiL International Class will provide hosting facilities, free of charge, in the <https://www.iqfoilclassofficial.org/> website, where the essential information and iQFOiL Event online entries will be managed.

The iQFOiL International Class will produce a iQFOiL Event Website in English. It will be on line no later than 3 months prior to the first day of the iQFOiL Event.

The iQFOiL Event website shall contain:

1. The address of the Host Club

1. Information about local accommodation options with website links where available (and any available pre-arranged preferential rates) as well as details on how to reserve.
2. Historical and current information about the weather, wind and tide/current conditions, along with links to appropriate websites.
3. Information regarding the local contacts
4. Information for any press / media.
5. Transport information to and from local major nearest airports, and if there are discount flight prices, train stations and all the information needed to access discounted ferry prices if the race takes place on an island, along with appropriate maps and directions.

SUSTAINABILITY: RESPECT THE NATURE

The iQFOiL International Class expects actions will be put in place in order to respect the environment:

A plan to respect the nature could be put in place by the OC to reduce the impact on the environment.

Sailors could receive a document with the directions to follow in order to respect the sea and the nature.

Please also look at the online document on <https://www.iqfoilclassofficial.org/> regarding the recommendations to organize an eco event : <https://www.iqfoilclassofficial.org/events>

RACE MANAGEMENT

1. THE NOTICE OF RACE

The Notice of Race (NoR) is issued by the iQFOiL International Class accordingly with the previous items. It is published on the Class website.

Information about the iQFOiL Event Venue must be provided to the Class by the OC.

2. ENTRIES MANAGEMENT

All entries shall meet the requirements of World Sailing Regulation 19 - Eligibility Code

Competitors shall have a World Sailing Sailor ID before their entry

The Entries are managed only by the online entry page on the iQFOiL Event website.

An entry is not valid until paid.

A minimum of 5 (five) entries is required for each event to constitute a valid series.

Entries are closed at the date stated in the NoR.

Late entries management

After the deadline stated in the NoR, acceptance of a new registration is at the discretion of the International iQFOiL International Class.

Confirmation of entries

The following documentation will be required:

Proof of valid third-party liability Insurance,

Proof of age (passport or id Card),

A completed Parental Permission Form for entries under the age of 18 years is required. This form may be completed online but a printed copy shall be brought to registration

Coaches shall enter online with payment in euros.

Refund of registration fee

50% of entry fees may be refundable if accompanied by a medical certificate issued by a medical doctor stating a valid reason why the competitor cannot compete.

3. SAILING INSTRUCTIONS

Supplemental Sailing Instructions (SSI) will be provided by the iQFOiL International Class in English, completed by the PRO

Notices to competitors will be posted online on the Official Notice Board.

The OC will set up a WhatsApp group where they intend to communicate complementary information. The link to join the group will be published in SSI.

4. RANKING MANAGEMENT

Daily results shall be produced for all categories and posted online on the Official Notice Board.

The official results shall be published for each of the iQFOiL Event titles listed in the NoR

5. iQFOiL RACE MANAGEMENT GUIDELINE

Please also look at the online iQFOiL Race Management Guideline: <https://www.iqfoilclassofficial.org/documents> to run the races.

It should be used together with Class Racing Policies.



SHORE BASED FACILITIES

1. LAUNCHING/ LANDING SITE

The launching area shall be protected from all wind directions and free of obstruction with easy access from the boat park.

The launching area shall be away from any public bathing area and must be in clean water.

The launching area / ramps shall be minimum total 60 metres width with a holding area running onto the launching area.

A ratio of 1 helper to 20 sailors is required for assisted launching and landing.

In order for a smooth launching and landing process it is imperative to have a beach master who is responsible for organising the helpers and the beach / slipway area.

2. iQFOiL EQUIPMENT STORAGE

The boat park must be capable of storing and rigging all entrants iQFOiL equipment at the same time (1 iQFOiL Equipment require 12m² to be rigged + a passage between two rows).

The boat parking area, launching site and the route between shall be clear of all overhead obstructions.

A lock up store at the boat park for an iQFOiL Maintenance Team with electric light and electric power.

Overnight security guard protection at the boat park for the duration of the championship must be provided by the OC.

There shall be a minimum of 1 fresh water hose pipe for every 20 iQFOiL, provided in the boat park for washing boards and equipment daily.

Example of iQFOiL Equipment storage:



3. MEASUREMENT

A measurement area shall be provided during the measurement days and during the iQFOiL Event. A minimum of 2 helpers is required for measurement. The helpers will assist the iQFOiL International Class supplied International Measurer.

Furniture needed for pre-race measurements

Sail and foil stations requires 2 tables.

The foil station will need to be located in an area of good natural light or have a desk lamp provided with it.

Foil station/tables will also need to have protective padding and be covered in a wipeable waterproof cover.

Board section will require a set of padded trestle tables.

Foil jig station shall be located in an area with good natural light.

Board station will also need a table with padding on either end (hosepipe protection will do) for the balance point.

Furniture needed for controls during races

Padded trestles for boards - need to be 1.2m off the ground.

A large container of water with a water supply close by or a hose that reaches. The area this is located in should have good drainage and health and safety should be considered in terms of floor covering, ie NOT tiled floor as it will be a wet area.

A sturdy clothes hanging rail which is at least 1.5m off the ground and be 1.0m long/wide. 15 sturdy clothes hangers should be provided.

Three standard buckets of volume 20L.

Platform Scales should be provided and have a resolution of 50g with anticipated weights of 15kg maximum. A solid level base for the scales should be provided along with standard calibration weights.

About 100 pairs of soft white cotton gloves for the event.

The iQFOiL International Class will provide measurement jigs and will organize an online booking for measurement/ inspection.

4. iQFOiL SPARES SHOP

Available on-site or within close walking distance shall be an iQFOiL spares shop able to supply replacements and repairs through-out the iQFOiL Event.

5. iQFOiL EVENT VENUE

An all weather meeting/cafe area capable of seating not less than the entry limit plus 50% people at which refreshments (including beer, wine and soft drinks) and snacks are available at a reasonable price each day of the iQFOiL Event, from 08:00 to 22:00.

A daily “pasta/rice” snack and a soft drink shall be available to sailors free of charge when they come ashore after each race to promote “après sail friendship”.

The catering shall be capable of quickly serving a post race rush when everyone will come ashore at the same time.

Plenty of rubbish collection containers shall be provided within this area. All rubbish containers shall be emptied at least daily.

This area shall be in close proximity to the iQFOiL Equipment storage area.

This area shall be able to provide wireless internet access for the sailors.

A loudspeaker system shall be provided covering the entire site.

6. TOILET AND SHOWERING FACILITIES

All toilet and shower facilities must be cleaned daily,

A minimum showers units and toilets shall be provided as:

N° OF SAILORS	MEN TOILETS	WOMEN TOILETS	MEN SHOWERS	WOMEN SHOWERS
< 100	5	3	4	4
< 200	9	7	8	8
< 300	11	9	10	10

7. CAR PARK

Nearby free car parking shall be provided for all competitors.

On-site or nearby secure parking shall be provided for motor homes.

8. RACE ORGANISATION ROOMS

2 lock up **Jury Offices** with electric light, internet access, electric power, table and chairs, each capable of seating 10 people.

1 lock up **Race Office** with electric light, internet access, electric power, table and chairs

1 separate lockable **Scorer's Office** with electric light, electric power and wide band internet access.

1 General Office with a minimum WIFI for the exclusive use of the race organisation and 1 reduction plain paper photocopier capable of photocopying at a minimum rate of 20 pages per minute together with paper for two thousand copies,

1 Media Centre with electric light, electric power and wide band internet access,

1 Tracking check out / check in service area,

1 Official Flagpole per race area close to the Race Office and easily visible from the competitor's area.

MEDICAL FACILITIES

A paramedic facility shall be provided ashore from two hours before the start time of each race until all sailors have safely returned to shore.

An emergency evacuation plan shall be in place to deal with a severely injured or disabled sailor that needs to be taken from the course area to a hospital. The evacuation plan shall be circulated to all organisation and support boats.



WATER BASED FACILITIES

1. COURSE AREAS

To ensure the smooth running of the iQFOiL Events, **2** course areas are needed,

Each course area has to be free of commercial shipping and obstructions.

The racing area map will be posted on the online Notice Board.

2. MARKS

Inflatable buoys shall be a minimum of 1.5m high and 0.80m diameter,

All buoys/marks shall have sufficient ground tackle to hold location in up to 40 knots of wind and a 2.5 meter high waves: 6KG or more anchor, chain and rope for each mark, 2.5 times maximum depth,

The iQFOiL International Class recommend to use GPS marks at least for pinhead buoys + Slalom mark n°1.

3. RACE ORGANISATION BOATS

Race organisation boats include: Committee Boats, Jury Boats, Line Boats, Mark Layer Boats and Patrol Boats.

Each course area requires the minimum boats described below:

NAME	NUMBER	DESCRIPTION	RESCUE
Rescue Boat Leader	1	5.8m RIB + a minimum 60HP engine	YES
Rescue Boats	3	5.4m RIB + a minimum 40HP engine	YES
Jurys Boats	2	5.8m RIB + a minimum 60HP engine	YES
Class Rep Boat	1	5.4m RIB + a minimum 40HP engine	YES
Mark Layers	2	Capable of towing 3 marks, minimum speed 15kts	YES
Starting Boat	1	A keel boat with engine that can carry 5 people and display starting flags	
Line Boat	1	5.4m RIB + a minimum 40HP engine	
Finishing Boat	1	A keel boat with engine that can carry 5 people	
Media Boat	1	6.4m RIB + a minimum 80HP engine	YES

4. RESCUE AND RESCUE BOATS

The iQFOiL International Class suggest having – on average – a boat available for rescue for every 10 Racing boats

In order to do so, the OC can include the coach boats in the list of rescue boats when they fill in the accreditation forms,

Each boat shall be equipped with VHF radio communications equipment, safety knives for cutting up to 8mm rope and anchors and ground tackle to be able to hold station in up to 40kts and 3 meter high waves,

Rescue boat crews (2 per boat) shall be experienced at providing rescue cover for iQFOiL sailors,

All boats must have a minimum of 2-crew members/jury on board.

On each course area the rescue team afloat shall include at least one qualified paramedic and 2 persons (divers/swimmers) capable of entering the water to assist the recovery of sailors.

5. COACHES

To be allowed on the water, coaches must register online on the iQFOiL Event website,

The iQFOiL International Class suggests to give the coach drivers a flag or consecutive number stickers of 20 cm,

The coach must wear his / her life jacket and kill cord to stop the outboard engine,

The coach boat must have onboard all safety equipment required by law as well as a VHF,

iQFOiL sailors are accompanied by many coach ribs, roughly one for every 10 entered, that have to be kept in protected waters or in a harbor with security and free of charge,

Launching and returning ashore is the responsibility of the organization. Sometimes this means a rigid jetty of with the total weight of several tons, the organization must make one available for free, and also have a crane in the two days prior to and at the end of the iQFOiL Event.

HUMAN RESOURCES

1. THE iQFOiL TEAM MEMBERS

To ensure the smooth running of the races, the iQFOiL International Class will appoint the following Race Officials and Jury Members:

1 iQFOiL Class Representative

1 iQFOiL Class Manager, and/or,

1 iQFOiL Class Executive Secretary,

1 or 2 iQFOiL Slalom Race Officer

0 or 1 iQFOiL Race Committee Assistant

1 or 2 International Measurers

1 iQFOiL Event Scorer

1 iQFOiL Media Manager

1 iQFOiL Photographer

1 iQFOiL videographer

1 Livestream commentator

A 5 persons International Jury, depending on the final number of fleets. Up to two jury members may be local/national judges nominated by Host.

2. THE OC ORGANISATION PERSONNEL

1 Championship Chair - overall responsibility,

1 Boat Manager - all race organisation boats,

1 Social Manager - shore personnel, hospitality, daily catering ashore and afloat, all social functions,

1 Shore Manager - site, race secretaries, regatta office, beach master, medical,

1 Safety Officer – safety of all people afloat.

Volunteers for assistance launching and landing, refreshment bar, pasta party, etc.

FINANCE, EVENT BUDGET & CONTRACT



1. ENTRY FEES

The current entry fee for competitors is:

- 250 €uros for European and World Championships,
- 250 €uros for Senior iQFOiL international Games,
- 200 €uros for Youth & Junior iQFOiL International Games,
- For coaches and support persons entry fee is 80 €uros.

The Local Organizing Authority (LOA) will be entitled to 50% of entry fees.

2. SPONSORSHIP

The **OC** has the right to negotiate with and appoint sponsors to the iQFOiL Event,

Tobacco sponsorship is prohibited. Alcohol and gambling sponsorships are only permitted with the written permission of iQFOiL International Class.

Sponsors shall not be of a political nature and shall meet generally accepted moral and ethical standards for the age of the sailors.

Every income coming from sponsorship will be allocated into the OC owned account.

3. COST OF THE RACE OFFICIALS

The **OC** shall provide appropriate and reasonable accommodation, transport and subsistence for the Race Officials and Jury Members prior to the first day of registration and for the duration of the Event, or as agreed between the parties.

Such accommodation, travel and subsistence shall be at the **OC's** cost.

The **OC** shall pay the iQFOiL International Class **18,000 Euro fee** to cover the salaries of the iQFOiL Team Members.

4. CONTRACT

The relationship between the OC and the iQFOiL International Class will be governed by the Memorandum of Understanding (MOU),

Both the OC and the iQFOiL International Class must keep full detailed accounts for the event.

5. PAYMENT

Payment of the organiser's part of the entry fees for each iQFOiL Event can be made in two parts:

- A 1st iQFOiL International Class Payment (20% of ½ registration fees) can be paid two weeks before the iQFOiL Event begins,
- A final payment of the remaining payment ((80% of ½ registration fees) + any recalculations) will be made two weeks after the close of the iQFOiL Event.

The iQFOiL International Class will advise the amounts for each payment with a detailed explanation.

The OC must return an invoice for each payment to enable the iQFOiL International Class to make payment on time.

iQFOiL International Class Event Manual

