



COMPETITION BIDS CHECKLIST

Please include the following as part of your bid package:

1. Application to Host Form (provided)
2. Letter from Recreation Commission or arena manager supporting your bid to host and approximate facility rental costs.
3. List of hotels. A letter of support from the hotels outlining the number of non-smoking double / double rooms available and room rates should also be included.
4. Indicate the closest airport from the hotels; distance from the hotels; shuttle services from the airport to the hotels and availability of flights.