

# NAHC 2025



# BID SUBMISSION FORM

# NAHC 2025

## BID SUBMISSION FORM

### Using This Form

Click or tap to add text.

To create a new line/paragraph break, use “SHIFT+ENTER”

If you do not wish to use this form, the submitted bid must follow this format. This will allow for better comparison when bids are in the ranking and selection phase.

**NOTE:** An asterisk\* indicates that there is more information about the section in the “Bid Submission Guide”

If you have any questions regarding the Bid Submission Form, please email Attn: NAHC Bid Coordinator at [rfp@aboriginalsportcircle.ca](mailto:rfp@aboriginalsportcircle.ca)

### NAHC 2025 Bid Submission

**Submitted By:** Click or tap here to enter text.

**On Behalf Of:** Click or tap here to enter text.

**On This Date:** Click or tap here to enter text.

### Section A: Event Details

This section shows details regarding infrastructure and facilities that can support the event in your community.

A.1*	Proposed Event Dates Click or tap here to enter text.
------	--

A.2*	Host Community Name Click or tap here to enter text.
------	---

A.2.a*	Host Community's Average Temperature/Meteorology in May Click or tap here to enter text.
A.2.b*	Host Community Demographics Area Click or tap here to enter text. Population Click or tap here to enter text. Cultural Profile Click or tap here to enter text. Traditional Indigenous Peoples/Territory Click or tap here to enter text.
A.2.c	Host Community Attractions (restaurants, art galleries, museums, shopping, etc.): <input type="checkbox"/> Restaurants: Click or tap here to enter text. <input type="checkbox"/> Art Galleries: Click or tap here to enter text. <input type="checkbox"/> Museums: Click or tap here to enter text. <input type="checkbox"/> Shopping: Click or tap here to enter text. <input type="checkbox"/> Other: Click or tap here to enter text.
A.3	Event Venue(s) Name and Address <i>(Note: venue details to be entered in Section D)</i> Venue #1 Name: Click or tap here to enter text. Address: Click or tap here to enter text. Venue #2 Name: Click or tap here to enter text. Address: Click or tap here to enter text. Venue #3 Name: Click or tap here to enter text. Address: Click or tap here to enter text.
A.4*	Local Airport Name and Address Click or tap here to enter text. Typical Number of Daily Inbound Flights in May

	<p>Click or tap here to enter text.</p> <p>Percentage of Cancelled Flights in May Click or tap here to enter text.</p> <p>Main Feed-In Hubs (Toronto, Calgary, Vancouver, etc.) Click or tap here to enter text.</p> <p>Largest Plane Size/Type that can be accommodated Click or tap here to enter text.</p>
A.4.a*	<p>Optional Methods of Host Community Access (e.g., nearby airports and transfers, etc.) Click or tap here to enter text.</p>
A.5*	<p>Proposed Hotels (confirm hold by October 30, 2023)</p>
A.5.a	<p>Hotel #1</p> <p>Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Number of Double Occupancy Rooms: Click or tap here to enter text.</p> <p>Distance from Airport: Click or tap here to enter text.</p> <p>Distance from Event Venue: Click or tap here to enter text.</p> <p>Hotel Website: Click or tap here to enter text.</p>
A.5.b	<p>Hotel #2</p> <p>Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Number of Double Occupancy Rooms: Click or tap here to enter text.</p> <p>Distance from Airport: Click or tap here to enter text.</p> <p>Distance from Event Venue: Click or tap here to enter text.</p> <p>Hotel Website: Click or tap here to enter text.</p>
A.5.c	<p>Hotel #3</p> <p>Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p>

	<p>Distance from Airport: Click or tap here to enter text.</p> <p>Distance from Event Venue: Click or tap here to enter text.</p> <p>Hotel Website: Click or tap here to enter text.</p>
A.5.d	<p>Hotel #4</p> <p>Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Number of Double Occupancy Rooms: Click or tap here to enter text.</p> <p>Distance from Airport: Click or tap here to enter text.</p> <p>Distance from Event Venue: Click or tap here to enter text.</p> <p>Hotel Website: Click or tap here to enter text.</p>
A.5.e	<p>Additional Hotel Information on Separate Sheet?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
A.6	Local Transportation Options
A.6.a	<p>Bus Line #1</p> <p>Name and Address: Click or tap here to enter text.</p> <p>Size of Fleet: Click or tap here to enter text.</p> <p>Website: Click or tap here to enter text.</p>
A.6.b	<p>Bus Line #2</p> <p>Name and Address: Click or tap here to enter text.</p> <p>Size of Fleet: Click or tap here to enter text.</p> <p>Website: Click or tap here to enter text.</p>
A.6.c	<p>Bus Line #3</p> <p>Name and Address: Click or tap here to enter text.</p> <p>Size of Fleet: Click or tap here to enter text.</p> <p>Website: Click or tap here to enter text.</p>
A.6.d	<p>Additional Bus Line Information on Separate Sheet?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
A.6.e*	<p>Ride Share Available? If yes, list companies</p> <p>Click or tap here to enter text.</p>
A.6.f	<p>Other transportation options (public transportation, etc.)</p> <p>Click or tap here to enter text.</p>

A.7*	Hospitals and Clinics (names, addresses and websites) Click or tap here to enter text.
A.8*	Major Events Previously Hosted in Host Community Click or tap here to enter text.
A.9*	Commitment to Form a Host Society <p style="text-align: center;">The successful bidder must create a standalone not-for-profit corporation with which the ASC will contract to mount the event. <i>(See Bid Manual for further detail on qualifications)</i></p> The bidder agrees to the above: <input type="checkbox"/> Yes <input type="checkbox"/> No Notes Click or tap here to enter text. Proposed or Existing Host Society Organizational Structure Click or tap here to enter text.
A.10	Insurance <p style="text-align: center;">Certificate of insurance to be submitted to the ASC no later than January 31, 2024. Note: Insurance must include coverage specific to special events.</p> <p style="text-align: center;">The bidder or Host Society can attain 5M minimum in Commercial General Liability (CGL) Insurance</p> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Section B: Event Vision</b>	
<b>This section outlines your vision for the participants' and community's' experience and engagement as well as the direct and indirect impacts and legacies of the event.</b>	
B.1*	Host Objectives Click or tap here to enter text.
B.2*	Community and Government Support <p style="text-align: center;">Indigenous Leadership and Community Support          Click or tap here to enter text.</p> <p style="text-align: center;">Council or other Government Support          Click or tap here to enter text.</p> <p style="text-align: center;">Governmental Financial Support          Click or tap here to enter text.</p> <p style="text-align: center;">Other Financial Support          Click or tap here to enter text.</p> <p style="text-align: center;">Media Support          Click or tap here to enter text.</p>

	<p>Business Community Support (Financial or In-Kind) Click or tap here to enter text.</p> <p>Community Services Group Support Click or tap here to enter text.</p> <p>Volunteer Organizations Support Click or tap here to enter text.</p>
B.3	<p>Opening Ceremonies Click or tap here to enter text.</p>
B.4	<p>Closing Ceremonies Click or tap here to enter text.</p>
B.5	<p>Proposed Organized Social Event (s): Click or tap here to enter text.</p>
B.5.a	<p>Event Description #1 What: Click or tap here to enter text. Who will attend: Click or tap here to enter text. Proposed Date: Click or tap to enter a date.</p>
B.5.b	<p>Event Description #2 What: Click or tap here to enter text. Who will attend: Click or tap here to enter text. Proposed Date: Click or tap to enter a date.</p>
B.5.c	<p>Additional Organized Social Event Information on Separate Sheet? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
B.6*	<p>Cultural Experiences Available in Host Community Click or tap here to enter text.</p>
B.7*	<p>Community Engagement Click or tap here to enter text.</p>
B.8*	<p>Legacy Statement Click or tap here to enter text.</p>

B.9*	Event Capture Click or tap here to enter text.
<b>Section C: Event Planning</b>	
<b>Note: Only a high-level overview of proposed approach to staging NAHC 2025 is required in the Bid Submission. It is highly recommended that the “Bid Submission Guide” is referred to when filling out this section.</b>	
C.1*	Accommodation and Hospitality Plan <i>(detailed plan due November 30, 2023)</i> Click or tap here to enter text.
C.2*	Budget <i>(detailed budget due November 20, 2023, detailed update due May 30, 2024)</i> Click or tap here to enter text.
C.3*	Communications, Marketing and Promotion Plan <i>(preliminary plan due November 30, 2023, final plan due May 30, 2024)</i> Click or tap here to enter text.
C.4*	Event Medical Services and Support <i>(detailed plan due November 30, 2023, update due May 30, 2024)</i> Click or tap here to enter text.
C.5*	Safety, Security and Risk Plan <i>(detailed plan due November 30, 2023, update plan due by March 30, 2024 detailed plan due May 30, 2024)</i> Click or tap here to enter text.
C.6*	Sponsorship and Revenue Generation Plan <i>(detailed plan due November 30, 2023, detailed update due May 30, 2024)</i> Click or tap here to enter text.
C.7*	Transportation Plan <i>(preliminary plan due November 30, 2023, detailed plan due May 30, 2024)</i> Click or tap here to enter text.
C.8*	Volunteer Engagement Plan <i>(preliminary plan due November 30, 2023, interim plan due March 30, 2024, final plan due May 30, 2024)</i> Click or tap here to enter text.
C.9*	Venue Amenities and Usage (detailed plan due March 30, 2024) Click or tap here to enter text.
<b>Section D: Competition Venues</b>	
<b>Note: Floor plans in pdf format are required with Bid Submission</b>	
D.1	Rink #1 Name: Click or tap here to enter text.
D.2.a	Rink Address: Click or tap here to enter text.



D.2.b	Rink Website: Click or tap here to enter text.
D.2.c	Dates Held (Must be available 1 full day prior to Event Start Date): Start: Click or tap to enter a date. Finish: Click or tap to enter a date.
D.2.d	Exclusivity (Confirm no other groups or events scheduled facility use) Is the facility booked immediately before NAHC? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain: Click or tap here to enter text. Is it a type of event that, due to postponements, scoring draws, etc., conflict with NAHC starting dates? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain: Click or tap here to enter text.
D.2.e	Ice Surface(s) Size: Click or tap here to enter text.
D.2.f	Venue Amenities Available to Event: <input type="checkbox"/> Equipment Storage: Click or tap here to enter text. <input type="checkbox"/> Drying Facilities: Click or tap here to enter text. <input type="checkbox"/> Skate Sharpening: Click or tap here to enter text. <input type="checkbox"/> Sports Shop: Click or tap here to enter text. <input type="checkbox"/> Concession: Click or tap here to enter text. <input type="checkbox"/> Public Announcement System: Click or tap here to enter text. <input type="checkbox"/> Electronic Scoreboard: Click or tap here to enter text. <input type="checkbox"/> Box Office: Click or tap here to enter text. <input type="checkbox"/> Parking: Click or tap here to enter text. Wheelchair Accessibility For <input type="checkbox"/> Venue: Click or tap here to enter text. <input type="checkbox"/> Dressing Rooms: Click or tap here to enter text. <input type="checkbox"/> Rink Side: Click or tap here to enter text.
D.2.g	Seating Capacity (number of seats): Click or tap here to enter text.
D.2.h	Seating Style (theatre, bench): Click or tap here to enter text.
D.2.i	Viewing Boxes/Suites Available: <input type="checkbox"/> Yes <input type="checkbox"/> No Number Available to Event: Click or tap here to enter text.
D.2.j	Number of Dressing Rooms: Click or tap here to enter text.

D.2.j.a	Teams will have dedicated dressing rooms throughout event <input type="checkbox"/> Yes <input type="checkbox"/> No
D.2.j.b	Dressing Room #1 Size: Click or tap here to enter text.
D.2.j.c	Dressing Room #2 Size: Click or tap here to enter text.
D.2.j.d	Dressing Room #3 Size: Click or tap here to enter text.
D.2.j.e	Dressing Room #4 Size: Click or tap here to enter text.
D.2.j.f	Dressing Room #5 Size: Click or tap here to enter text.
D.2.j.g	Dressing Room #6 Size: Click or tap here to enter text.
D.2.j.h	Dressing Room #7 Size: Click or tap here to enter text.
D.2.j.i	Dressing Room #8 Size: Click or tap here to enter text.
D.2.j.l	Additional Dressing Room Size Information on Separate Sheet? <input type="checkbox"/> Yes <input type="checkbox"/> No
D.2.k*	Medical Facilities (on-site) Click or tap here to enter text.
D.2.l*	Venue *Advertising Capabilities Click or tap here to enter text.
D.2.m*	Multi-Purpose Rooms Click or tap here to enter text.
<b>E. Authorization to Place Bid</b>	
	I confirm that I have the authorization to place this bid on the behalf of Click or tap here to enter text. Signature: (electronic signatures accepted)