



Guidelines for preparation of your bid file

1. Bid File Introduction

Any introductory notes that are appropriate as well as any other supporting letters and documentation from public / tourism / city authorities should be supplied.

A letter of introduction on a letterhead from the Host National Federation is also required.

2. Choice of date & Event

Please indicate your first choice date as well as a reserve date as per the schedule below:

EVENEMENTS / EVENTS	DATE	CONTINENT
CdM UCI XCM Manche 1 / UCI World Cup XCM Round 1	15-16.03.2008	
CdM UCI XCM Manche 2 / UCI World Cup XCM Round 2	19-20.04.2008	
CdM UCI XCO Manche 1 / UCI World Cup XCO Round 1	26-27.04.2008	Europe
CdM UCI XCO Manche 2 / UCI World Cup XCO Round 2	3-4.05.2008	Europe
CdM UCI DHI/4X Manche 1 / UCI World Cup DHI/4X Round 1	10-11.05.2008	
CdM UCI XCO Manche 3 DHI/4X Manche 2 / UCI World Cup XCO Round 3 DHI/4X Round 2	31.05-01.06.2008	Europe
CdM UCI XCO Manche 4 DHI/4X Manche 3 / UCI World Cup XCO Round 4 DHI/4X Round 3	07-08.06.2008	Europe
CM UCI XCO/DHI/4X / UCI XCO/DHI/4X WORLD CHAMPIONSHIPS	17-22.06.2008	Val Di Sole (ITA)
CM UCI MARATHON / UCI MARATHON WORLD CHAMPIONSHIPS	06/07/2008	Villabassa (ITA)
Championnats Nationaux XCO/DHI/4X / National Championships XCO/DHI/4X (WE29)	19-20.07.2008	Worldwide
CdM UCI XCO Manche 5 DHI/4X Manche 4 / UCI World Cup XCO Round 5 DHI/4X Round 4	26-27.07.2008	
CdM UCI XCO Manche 6 DHI/4X Manche 5 / UCI World Cup XCO Round 6 DHI/4X Round 5	02-03.08.2008	
CdM XCM Manche 3 / UCI World Cup XCM Round 3	9-10.08.2008	
JEUX OLYMPIQUES XCO / XCO OLYMPIC GAMES	22-23.08.2008	Beijing (CHN)
CdM UCI XCO Manche 7 DHI/4X Manche 6 / UCI World Cup XCO Round 7 DHI/4X Round 6	30-31.08.2008	
CdM UCI DHI/4X Manche 7 / UCI World Cup DHI/4X Round 7 *	6 -7.09.2008	
CdM UCI XCO Manche 8 / UCI World Cup XCO Round 8 *	13-14.09.2008	
Championnats Nationaux XCM / National Championships XCM	27-28.09.2008	Worldwide
CdM UCI XCM Manche 4 / UCI World Cup XCM Round 4	4-5.10.2008	

*Possibility of a triple event on one of those dates

XCO = Cross-Country Format Olympique / Cross Country Olympic Format

XCM = Cross Country Format Marathon / Cross-Country Marathon Format

DHI = Descente Individuelle / Individual Downhill

4X = Four Cross



3. Sponsorship

It should be noted that the UCI is the sole and exclusive owner of all sponsorship rights in and to the UCI Mountain Bike World Cup. However, the UCI grants the Organiser approximately 50% of available visibility depending on the format (see enclosure 1).

The UCI Series Sponsors are categorised as follows:

Series Title Sponsor:

Nissan car manufacturer

Presenting Sponsor:

Shimano neutral technical assistance, bicycle components, wheels, rims and shoes

UCI Series Sponsor (XCO, DH1 and 4X):

BeMore Timekeeping and IT

The Organiser is free to negotiate with all sponsors, provided that the exclusive rights of the UCI Series Sponsors are scrupulously protected. The Organiser agrees not to enter into any partnership with any tobacco manufacturer, companies producing pornographic products.

There is a clear hierarchy which will exist for the event:

- Title sponsor = Nissan
- Series Presenting Sponsor = Shimano
- The host venue. It is defined as follow: the towns, regions, resort or tourism are reserved exclusively for the Organiser.
- The Organisers sponsors and the UCI Series sponsor: BeMore (XCO, DH1 and 4X)

This hierarchy must be observed in every aspect of the event.



4. Television

The UCI is the exclusive owner of worldwide broadcasting rights in the widest sense of the term (which include radio, television, the Internet, DVD, 2 and 3 G, Telecom, Giant Screen, and any and all multimedia rights) in and to the World Cup and the Competition.

However, the Organiser shall have the right to exploit national rights on a non-exclusive basis. On January 1, 2009 those rights will return to the UCI.

The UCI will provide a TV production and worldwide distribution for a 26' highlights program and 3' news per weekend of competition.

5. Finance

The provisional budget should be submitted as per the example below together with all necessary additional financial information such as:

- copies of supporting letter(s) from the public authorities / government / city
- any other financial proof that your event will be financially viable.

Budget type:

EXPENSES	REVENUE
Prize Money	Sponsorship Cash
Marketing / Communication	Sponsorship Value in Kind
Course Construction	Public authorities - city / tourism Grant
Structures (Start and finish arches, presentation stage, backdrop, tent, container for timekeeping, etc.)	Ticketing and/or Parking
Catering (VIP, volunteers, officials meals, welcome party)	Riders Entry Fees
General Organisation (Administration, facilities, etc.)	Tech/Expo area
Side Events (concert, disco, support races, etc.)	Commission Food-Drinks
Staff - Human Resources	Merchandising
Accommodation (up to 40 nights)	
Material (bike plates, body numbers)	
Timekeeping (XCM events only)	



6. Services

Services Provided by the UCI:

- UCI Mountain Bike World Cup Series Label
- Payment of the overall ranking at the end of the season
- Worldwide promotion of the Series
- General Coordination of the Series
- Practical Guide
- TV Production
- Timekeeping (except Marathon)
- Decoration and set up of the official infrastructures (start and finish arches, backdrops)
- Appointment and payment of a Technical Delegate
- Appointment and payment of 2 UCI Commissaires
- Appointment and payment of an Anti-Doping Inspector
- Online registration (except Marathon)
- 4X Startgate system
- Leaders Jersey
- Trophies for the winners of the overall ranking

Services Provided by the Organiser:

- Respect of the UCI World Cup Visual Guidelines
- Payment “cash” of the prize money for its event. Minimum to be paid:

XCM or XCO Men & Women	DHI/4X Men & Women	XCO/DHI/4X Men & Women
11'640.- €	17'646.- €	29'286.- €

- Promotion/rights of the event
- Sound in compliance with the Practical Guide
- Infrastructures for start and finish arches as well as for podium and flash interview backdrops
- Compliance with the Practical Guide and the UCI Mountain Bike regulations



- Expo and Technical areas with services (electricity & water)
- Heated container or tent for the timekeeping company
- VIP area and activities
- Lodging for UCI representatives (up to 40 nights half board)
- Anti-Doping test facilities + expenses related to analysis at laboratory
- Athlete's identification (bike plates, bibs, etc.)
- Adequate insurance coverage (minimum 650'000.- €)

7. Location and Transportation

A description of approximately 200 words of the location of the event site is required. In addition to this description, a large scale map showing the course location, with details of access to and from main roads, mainline railway stations, main (and closest) airports, and regional airports should also be included. Travel times to major towns in the area and transportation options are also required. Information about car rental, official airline (if applicable) and any special deals available to participating teams and riders is required.

8. Accommodation

Details of the proposed Official Hotel and its distance from the start and finish area are required, together with information about the capacity of accommodation within the area as well as the range of prices for a two stars hotel to a five stars hotel.

If the service is available, the contact details of a central accommodation booking system / agency is required.

9. Schedule

Parallel to the major events that make up the World Cup series, there is a desire to revive the original spirit of the discipline as a gathering point for all participants and supporters. To achieve this, the organisers are urged to integrate the organisation of a Mountain Bike World Cup race into a framework of supporting and mass events.

If any additional side events apart from the Elite World Cup races are planned, an indication of these together with the proposed schedule should be supplied.



10. Courses

A description of each of the courses (Downhill; Cross-Country Olypique et Marathon; 4-Cross) is required.

These descriptions should also include the % breakdown of the following sections of the courses:

- climbing [cross country only]
- descending [downhill races should be 100%]
- wide track
- narrow track
- fast downhill sections
- slow technical downhill sections

The following information should also be included:

- a detailed course map indicating first aid points, danger spots, suggested Feed/Tech area zones and spectator access points
- outline of previous events run on this course
- a diagrammatic course profile with details of height gains and losses
- a diagrammatic plan of the start finish area showing the lap scoring and timing point, catering facilities, car parking areas, expo trade stand, and team tech support areas. instances of river crossings
- descriptions of any bridges/artificial obstacles (if applicable)
- description of any man made obstacles on the course
- an indication of the type of soil making up the course
- outlines of alternative plans in case of bad weather (if required)

11. Miscellaneous

Any other information that could be relevant to the bid should also be included.



**Enclosure 1:
Marketing rights (XCO, DHI and 4X)**

		UCI Series Sponsors			
Visibility	OC Sponsors	Nissan	Shimano	BeMore	Total
XCO					
Start Arch logos	10	2	2	2	16
Finish Arch logos	10	2	2	2	16
Finish arch timing display	no	no	no	yes	-
Metric Boards	7	7	no	no	14
Course Visibility	yes	minimum 50m	XCO 50m	20m	-
Finish area (hard banners only)	yes	10m	15m	10m	-
DHI					
Start Arch logos	8	2	2	2	14
Finish Arch logos	10	2	2	2	16
Finish arch timing display	no	no	no	yes	-
Start Ramp logos	no	yes	no	no	yes
Hot seat logos	no	yes	no	no	-
Finish area (hard banners only)	yes	20m	15m	10m	-
Course Visibility	yes	minimum 80m	minimum 20m	20m	-
4X					
Start Arch 4X Legs logos	4	2	1	2	9
Start Arch 4X Top logos	no	2	2	no	4
Start Arch Inside logos	3	2	1	no	6
Finish Arch logos 4X	10	2	2	2	16
Finish arch timing display	no	no	no	yes	-
Start Gate logos	no	4	no	no	4
Gate Flag logos 4X	no	1	no	no	-
Finish area (hard banners only)	yes	20m	15m	10m	-
Course Visibility	yes	minimum 60m	minimum 20m	20m	-
XCO / DHI / 4X					
Inflatable arches within finish area	1	1	1	no	-
Podium	23	6	3	2	34
Flash interview	19	6	3	2	30
Bike Plate & Bib top	no	1	no	no	-
Bike Plate & Bib bottom	yes	no	no	no	-
VIP Tickets / per event day	yes	20	5	no	-
VIP Parking	yes	20	5	no	-
Official Program	yes	1 page	1 page	1 page	-
Official Poster	yes	1	1	logo	-
Official document	yes	1	1	no	-
Press Folder logos	yes	1	1	no	-
Start List/Results logos	yes	1	1	yes	-
Public Announcement via speaker	yes	1	1	yes	-
Organiser Website link	yes	1	1	yes	-
UCI Website link (MTB Section)	no	1	1	yes	-
Course Tape	no	1	1	no	-
Promotional Truck	yes	1	1	yes	-
Display of 1 vehicle within finish area	no	1	no	no	-
Integration of 1 vehicle as obstacle	no	yes (when possible)	no	no	-
Test drive facility 4x4 vehicle	no	yes (when possible)	no	no	-
Giant screen (when available) clip	yes	yes	yes	yes	-



**Enclosure 2:
Marketing rights (XCM)**

Visibility	OC Sponsors	UCI Series Sponsors		
		Nissan	Shimano	Total
XCM				
Start Arch logos	12	2	2	16
Finish Arch logos	12	2	2	16
Finish arch timing display	yes	no	no	-
Metric Boards	7	7	no	14
Course Visibility	yes	minimum 50m	XCM 200m	-
Finish area (hard banners only)	yes	10m	15m	-
Inflatable arches within finish area	1	1	1	-
Podium	25	6	3	34
Flash interview	21	6	3	30
Bike Plate & Bib top	no	1	no	-
Bike Plate & Bib bottom	yes	no	no	-
VIP Tickets / per event day	yes	20	5	-
VIP Parking	yes	20	5	-
Official Program	yes	1page	1 page	-
Official Poster	yes	1	1	-
Official document	yes	1	1	-
Press Folder logos	yes	1	1	-
Start List/Results logos	yes	1	1	-
Public Announcement via speaker	yes	1	1	-
Organiser Website link	yes	1	1	-
UCI Website link (MTB Section)	no	1	1	-
Course Tape	no	1	1	-
Promotional Truck	yes	1	1	-
Display of 1 vehicle within finish area	no	1	no	-
Integration of 1 vehicle as obstacle	no	yes (when possible)	no	-
Test drive facility 4x4 vehicle	no	yes (when possible)	no	-
Giant screen (when available) clip	yes	yes	yes	-



**Enclosure 3:
Financial obligations – Prize Money**

MTB	Per event			
	XCM, XCO & DHI		4X	
	MEN	WOMEN	MEN	WOMEN
1st	€ 2'334	€ 2'334	€ 1'334	€ 1'334
2nd	€ 1'167	€ 1'167	€ 667	€ 667
3rd	€ 567	€ 567	€ 400	€ 400
4th	€ 400	€ 300	€ 200	€ 200
5th	€ 367	€ 267	€ 134	€ 67
6th	€ 334	€ 234	€ 134	€ 67
7th	€ 300	€ 200	€ 134	€ 67
8th	€ 267	€ 167	€ 134	€ 67
9th	€ 234	€ 134		
10th	€ 200	€ 100		
Total	€ 6'170	€ 5'470	€ 3'137	€ 2'869

	Overall			
	XCO & DHI		4X & XCM	
	MEN	WOMEN	MEN	WOMEN
1st	€ 4'000	€ 4'000	€ 2'334	€ 2'334
2nd	€ 2'334	€ 2'334	€ 1'000	€ 1'000
3rd	€ 1'667	€ 1'667	€ 667	€ 667
4th	€ 1'000	€ 1'000	€ 534	€ 534
5th	€ 667	€ 667	€ -	€ -
Total	€ 9'668	€ 9'668	€ 4'535	€ 4'535