



Procedure Awarding IKF Events

**International Korfball Federation
Utrecht, The Netherlands**

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Every IKF event is part of an open bidding process. The awarding of IKF events consist of a standard procedure, executing the following steps (<https://www.youtube.com/watch?v=aghiKuhHwQc>):

Step 1: Expression of interest

Every year National Federations receive an 'expression of interest' letter in which they are asked to inform the IKF about their potential interest in hosting IKF events. The letter includes a list with all IKF events on the IKF Competition Calendar for the coming year(s). For continental events only National Federations from the related continent receive the letter, for world events all National Federations receive the letter.

Step 2: Seeking for bids

National Federations that have expressed interest in the hosting of an IKF event, receive a letter 'seeking for bids' in which the Federations are asked to provide the IKF with a concrete bid. Depending on the size of the event the available time to prepare a bid will be at least two months (small continental event) and around six to eight months (big continental event and world championship). To assure that sufficient high-quality bids will be received the bidding process can still be opened up to all National Federations and not only the one(s) that expressed interest.

Step 3: Presenting bid book

National Federations that want to host an IKF event are asked to present a bid-book, consisting of / containing:

- Basic organisational information. Including information regarding at least; the host city, playing venue details, (cost of) accommodation options, (cost of) transportation options, etc.
- Event handbook. Including information regarding at least; the promotion of the event, side-events, marketing plan, legacy of the event, etc.
- A signed Memorandum of Understanding (MOU). The MoU document consists of the most important contractual agreements between the IKF and the host country.

Step 4: Reviewing bids

For most of the events either the IKF Competition Committee or relevant Continental Competition Working Group reviews the bids. They advise the IKF EXCO or Council about awarding the hosting of the event by highlighting the strengths and weaknesses of each bid. The final decision on awarding the continental events is made by the IKF EXCO, for world events this is the IKF Council. The bids for the IKF World Korfball Championship (seniors) are directly reviewed by the IKF Council. Depending on the content of the basic organisational information and bid books, the IKF can ask the bidders to provide additional information.

Step 5: Allocation and contract

After reviewing all the bids, a decision on the host country will be made and the allocation of the event is a fact. The formalisation of the event allocation is pending the signing of the event contract. All National Federations that made a bid for an event are personally informed about final outcome of the bidding process. Feedback on the strengths and weaknesses of the bid is available upon request.

Step 6: Announcement of the host country



After the signing of the event contract the host country is announced on the IKF website. For the bigger events the announcement is done with a dedicated news item. For the smaller events the announcement can be included in the event page of the IKF website. Every event allocation is communicated through the IKF Social Media channels.