



Louisiana State Council

# KNIGHTS OF COLUMBUS

## OFFICIAL STATE ATHLETIC EVENT BID FORM

1. STATE ATHLETIC EVENT: \_\_\_\_\_

2. YEAR OF STATE ATHLETIC EVENT: \_\_\_\_\_

3. LOCATION OF STATE ATHLETIC EVENT: \_\_\_\_\_  
(City)

4. ACTUAL PLAYING DATE(S) OF STATE ATHLETIC EVENT:

a. Month, Day, Year: \_\_\_\_\_ thru \_\_\_\_\_

b. The tentative starting time will be \_\_\_\_\_ am/pm on \_\_\_\_\_

c. The finals should be concluded by \_\_\_\_\_ am/pm on \_\_\_\_\_

5. STATE ATHLETIC EVENT SPONSOR(S):

a. The primary event sponsor or sponsors that will sign the Official Tournament Agreement Contract is \_\_\_\_\_

b. Other minor co-sponsors of the event that will not be involved in signing the Official State Athletic Event Contract are \_\_\_\_\_

6. PLAYING FIELDS...(courses, courts, fields, gyms, lanes)

The sponsor agrees to furnish the following (courses, courts, fields, gyms, lanes)  
(circle the appropriate one)

at no expense to the Knights of Columbus, Louisiana State Council.

a. TOTAL NUMBER OF (courses, courts, fields, gyms, lanes) AVAILABLE: \_\_\_\_\_  
(circle the appropriate one)

Name of Complex or fields, courts, courses, gyms, lanes.	# of fields, courts, gyms, courses, lanes	Fence Distance (softball only)	Lighted Yes or No	Electric Scoreboard	PA System	Seating Capacity
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

(Note: Do not list any facilities that are currently under construction.)

b. The main site for the event will be: \_\_\_\_\_

c. All curfews will be waived for the event: ( ) Yes ( ) No

**7. OTHER FACILITIES**

a. Describe concession facilities that will be used at the tournament:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

b. Check one:

Rest room facilities are permanent. Yes \_\_\_\_\_

Rest room facilities are temporary. Yes \_\_\_\_\_

c. Do you plan to sell alcoholic beverages at the tournament? ( ) Yes ( ) No  
If yes, please check appropriate block below.

Beer, mixed beverages will be sold \_\_\_\_\_

Only beer will be sold \_\_\_\_\_

d. Do you plan to charge admission to the tournament? ( ) Yes ( ) No

e. Is there adequate vehicle parking space available at the playing fields.  
( ) Yes ( ) No

f. Will there be a charge for people to park vehicles? ( ) Yes ( ) No

**8. MOTEL/HOTEL ACCOMMODATIONS (IMPORTANT)**

List the number of motels/hotels that will be available for the tournament.

Name of Hotel/Motel	No. of Rooms Available	Room Rates	Miles Located From Tourney Site
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**9. STATE ATHLETIC EVENT ENTRY FEES**

The State Athletic Event sponsor completely understands that entry fees for state events will be charged and retained by the Event Sponsor.

The state event sponsor completely understands that all state event entry fees will be made payable to the host K.C. Council and that LA State Council will also provide seed money to the state athletic event host.

**10. SOUVENIRS**

a. The tournament sponsor agrees to furnish and operate a KC Souvenir Booth during the tournament. ( ) Yes ( ) No

(Note: Sponsor shall accept all risks and will realize all profits from souvenir sales)

**11. MANAGERS BREAKFAST/LUNCHEON...PLAYERS SOCIAL**

- a. The tournament sponsor will hold a breakfast or luncheon for team managers and/or sponsors. ( ) Yes ( ) No
- b. The tournament sponsor will provide a social function for all teams/participants. ( ) Yes ( ) No

If yes, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**12. NEWS MEDIA COVERAGE**

The following news media are available in the area for coverage of the tournament. ( ) Newspaper ( ) Television ( ) Radio  
Present specific plans for news media coverage are \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**13. TROPHIES AND AWARDS**

- a. The event sponsor agrees to furnish, at no expense to the Knights of Columbus, all trophies and awards necessary for the tournament, as outlined in the KC bylaws.
- b. In addition to trophies that are outlined in the KC bylaws the event sponsor proposes to award the following:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**14. THE TOURNAMENT SPONSOR AGREES TO THE FOLLOWING ITEMS:**

- a. The event sponsor agrees to hold an Opening Ceremony at the beginning of the event.
- b. The event sponsor agrees to have a program booklet for the tournament. ( ) Yes ( ) No (optional)
- c. The event sponsor understands that he is responsible for paying all umpires game fees associated with the event.
- d. The event sponsor will provide an article describing the event, including photographs, at the conclusion of the event.

