

EDF event requirements

Version 3.1 (20-09-2019)



PRIORITY GUIDELINES
A: ESSENTIAL / B: EXTREMELY IMPORTANT / C: IMPORTANT / D: USEFUL / E: RECOMMENDED / F: RECOMMENDED BUT NOT NECESSARY / G: ADDITIONAL

ITEM	EUROS	CEC / NEC	PRIORITY
1. General Settings			
Division	Men, Women, Mixed	Men, Women, optional Mixed	A
Duration (days)	3-4	2	A
Courts (min.)	4 (5-6 recommended)	3 (4 recommended)	A
Main Referees (min.)	2 per Court	1 per Court	A
Player Packages (Accommodation, Food, ...)	Recommended	optional	E

2. Communication			
1 main contact person from the national organisation for the event as contact for nations & EDF (mail, phone, FB, whatsapp)	yes	yes	A
Communication to inform if a player package will be provided or not (6 month before the event)	yes	yes	A
Further contact persons for necessary areas of the event (tournament management, venue management, etc.)	yes	optional	B
Usage of EDF Congress Group on FB and Mail for official communication with nat. representatives before, during and after the event	Yes	yes	B
Presenting Timeframes, Deadlines, Informations for nations through EDF Congress Group on Facebook and Mail	Yes	yes	B
Creation and Usage of EDF whatsapp group for managers during the event for direct communication	Yes	yes	E

3. EDF			
Usage of EDF Rules and Regulations	yes	Yes	A
Usage of EDF Scheduling & Seeding Regulations	yes	yes	A
Drafting the whole schedule according to EDF rules and inputs & cooperation with EDF Competition Department in this area	yes	yes	A
Coordination with EDF Legal Department for eligibility data and squad lists	Yes	Yes	A
Coordination with EDF about sponsors to check if involved sponsors are not violating any EDF regulations or ethics	Yes	Yes	A
Coordination with EDF Rules Committee about getting enough Referees to the event (national + international)	Yes	Yes	A
Official draw at least 1 month prior to the event / or info to EDF if not possible (3 month before the event)	Yes	optional	A
Referee meeting prior to the start of the event (1-2 representatives of each nation + Referees)	Yes	Yes	C
Manager meeting prior to the start of the event (1-2 representatives of each nation)	Yes	Yes	C
Opening ceremony & National anthems at opening ceremony or before finals and 3rd place games	Yes	optional	C

4. Venue Logistics			
Changing rooms / showers	Yes	Yes	A
Sanitary facilities	Yes	Yes	A
adequate medical representation, according to national sporting event laws	Yes	Yes	A
Awards ceremony at the venue with full result presentation	Yes	Yes	A
Spectators area, spectators in the background, if livestreamed, when possible	Yes	optional	A
Warm up area, available all day on each day of the tournament	Yes	optional	B
EDF Congress location	Yes	optional	B
Coordinate with EDF installment of fairplay cameras, usage, storage of data, resetting and provision to EDF after the Event	Yes	optional	B
Provision of 1 venue-coordinator with full availability throughout the event	Yes	optional	C
Soundsystem for music and Presentator/Moderator	Yes	optional	D
Place or room for sale of merchandise - if compatible with national laws	Yes	optional	F
Opportunities for trainings prior to the tournament	optional	optional	G

5. Tournament Logistics			
Provision of tournament management & 1 tournament director	Yes	Yes	A
Trophies for first 3 places in each competition	yes	yes	A
Court Markings in a colour that is clearly visible & isnt already used on the court	Yes	Yes	B
Gamedisplay Time - digital & visible for players & spectators	Yes	Yes	B
Gamedisplay Score - visible for players & spectators	Yes	Yes	B
Equipment for refereeing (whistles, main ref-/assistant ref-/ retriever shirts, cards, etc.)	Yes	Yes	B
Different coloured balls per court, no court next to one another can have the same balls	Yes	Yes	B
Usage of EDF-Referee Sheets	Yes	optional	B
Provision of printed Team-Rosters for Referees	yes	optional	B
Nets on the back of the courts, high enough to avoid balls going over it (3 meters recommended)	Yes	Yes	C
Nets between the courts, high enough to avoid balls going over it (3 meters recommended)	Yes	Yes	C
Medals for 16 people per team (12 players, 2 retrievers, 2 coaches) x 3 teams x 3 categories	yes	optional	C
Certificates for each team	Yes	optional	D
MVP awards according to EDF guidelines	yes	optional	D
National flags	optional	optional	E

6. Media			
Cooperation with EDF Media Department & follow EDF Media Guidelines	Yes	Yes	A
Full results online (as soon as possible each day) & provide final results after the winner ceremony in digital form to EDF as soon possible	Yes	Yes	A
Livestream + Commentator (at least 1 court) + Graphics / Co-Commentator recommended	Yes	optional	A
Official Photographer/s - Teamphotos & Actionphotos	Yes	optional	A
Presence on Social Media (Facebook/Instagram/other)	Yes	Yes	B
Video recording of all courts in addition to live streaming, provision to EDF after the event	Yes	optional	B
Creation / Usage of a Cloud Server, with access for nations, where photos, schedules and results are shared every day during the day	Yes	optional	B
Coordinate with EDF Media Department for the possibility of additional livestreaming via GoPros and Youtube/FB-Channels	Yes	optional	C
Player- / Coach- / Orginastion Representative- Interviews within the livestreaming / broadcasting / + Sponsoring wall for interviews	Yes	optional	C
Smartphone Video Clips during the tournament	Yes	optional	E
Official Videographer - Highlightvideo / videos throughout the tournament	optional	optional	F
Current results shown at the venue, digital or print	Yes	optional	G
Players presentation & nation presentation via Social media leading up to the event	optional	optional	G

7. Around the tournament			
Opportunities to dine at the venue or nearby / at least information about it	Yes	Yes	A
Social Event at the last day in the evening: Gala Dinner / After Party with food / Dance on the last day (up to the host)	Yes	optional	A