**Region 2 Bid Form for Regional Championships**

**Bid Form Procedure**

Please fill out all spaces on the bid form. Incomplete forms or forms with missing information will not be considered. Provide specific information; e.g. **Facility cost**. Indicate whether the price is per day or the total for the entire event. If there are items that are presently in discussion (hotel cost for example); indicate as such.

**IMPORTANT**

* By submitting the bid, the potential host club is confirming that the club is in good financial standing and has no current financial issues that could affect its ability to successfully host the event.
* Once the bid is accepted, the host agrees to follow the schedule and parameters set forth by the Region 2 Committee. Any changes must be approved by the committee.
* The bid form must be accompanied by a signed ***Letter of Confirmation*** from the venue that the dates are secure. Bids without this letter will not be considered and bids will be reopened.
* Within **30 days of acceptance of the bid**, the host must submit a copy of the ***signed contract*** with the venue that confirms the cost.

Failure to do so will rescind the bid and the bid process will be reopened.

 Please sign below and submit with the bid form.

Signature of Meet Host \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_