

1. GENERAL REMARKS

WS EUROPE-RH can only accept proposals that are referred to or addressed by the affiliated European Federations.

Nevertheless, the Federations concerned may decide to delegate in one or more of its affiliated clubs the responsibility to submit proposals for the organization of this event, a decision that will have to be formalized before **WS EUROPE-RH** with a written certifiable document from the Federation in question.

The initial decision to award this "Final 4" will always be provisionally assigned by **WS EUROPE-RH** and it only becomes final after observing the accomplishment of the two following conditions:

- The assent from the **WS EUROPE-RH** member responsible for the inspection of the proposed facilities and the verification of the accomplishment of the other proposed conditions for the organization of the event
- The effective payment of the proposed financial compensation, as provided in **paragraph 3.1.1** below

It is also important to point out that:

- Each one of the participating clubs bear the costs of travel, meals and accommodation of their own team representatives
- The rights of television, sponsorship and advertising are held by **WS EUROPE**, represented by **WS EUROPE-RH**
- The rights related to the proceeds from the sale of tickets of the event are fully owned by the organizer entity

2. CONDITIONS TO BE MET BY ALL THE PROPOSALS TO BE SUBMITTED TO WS EUROPE-RH

All the proposals must meet all the following conditions that are applicable to this event:

2.1 THE ESTABLISHED FINANCIAL CONDITIONS

2.1.1 The **compensation to be paid to WS EUROPE-RH**, as established in the **WS EUROPE Finance Regulation**

2.1.2 The payment of the **refereeing fees**, which amount to the **€ 300,00 by each appointed Referee**

2.1.3 The payment of the **trophy of the competition**, to be awarded to the winning team.

2.1.4 The **payment of travel expenses, accommodation (in hotel of good ranking) and meals**, for the following people:

- The **WS EUROPE-RH representative** who will be responsible for the inspection of the venue and of the other conditions laid in the winning proposal, which will be handled before the formal decision concerning the award of the organization
- **The WS EUROPE President, 4 WS EUROPE-RH members and all the appointed Referees for the event**, during their staying (*)

(*) Notes: *The staying will run from the day immediately prior to the start of the event and the day after the end of it. The WS EUROPE-RH members and the designated Referees must be staying in the same Hotel.*

2.2 OTHER CONDITIONS THAT MUST BE PROVIDED BY THE ORGANIZING ENTITY

2.2.1 A car of five or seven seats for use of the **WS EUROPE-RH** members, during all their staying;

2.2.2 The **transport means that are necessary** for the transfer of the official delegations of the participating teams and the 6 designated Referees, between:

- The nearest international airport and the hotel accommodation (*and vice versa*)
- The Hotel of accommodation (*or the local of the meals*) and the site of the competition (*and vice versa*)

2.2.3 All the costs related with the control tests of "doping" for one player from each participating team in the two semi-final matches, whose realization must be guaranteed by the Federation of affiliation of the organizer

2.2.4 The **production costs of the live transmissions (open, free), via television and via "web streaming", of all the 3 matches of the event**, according to the technical standards to be specified by **WS EUROPE-RH**.

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2.2.5 The accomplishment of all the **provisions on medical precautions** - *which are compulsory in all European competitions under the jurisdiction of the WS EUROPE-RH* - must be explicitly assumed by the organizer, ensuring:

- A separate room prepared for the **"doping control"**.
- The availability in the event facilities of **one "defibrillator", at least**
- The presence of a **medicalized ambulance** (in the exterior of the premises), as well as the presence of a doctor in the event enclosure, during each match of the competition
- The information (*address and contacts*) about the **hospital** that is located closest to the event premises

2.2.6 The accomplishment of all the **provisions on safety precautions**, namely:

- The presence, during all the event, of a **public security force or of private security personnel**
- An **effective protection of the bench zone of each team and of the official table of the match**, trying to avoid the throwing of objects and/or other problems that can be caused by a bad behavior from the public
- The **clear delimitation** – *with the placement of static barriers or separators* – **either for the access to the zone reserved for the official table of the match or for the access to the zone reserved to each team bench**

3. OTHER SPECIFICATIONS TO BE INCLUDED IN THE PROPOSALS SUBMITTED TO WS EUROPE-RH

All proposals to be submitted to the **WS EUROPE-RH** must detail the following specifications:

3.1 The description of the characteristics of the sports venue proposed for the event (*changing rooms, number of seats for the public, size of the rink and type of the playing surface, etc.*)

3.2 The location of the nearest international airport

3.3 A list of the available hotels to ensure the accommodation of teams and other participants, indicating the price and the payment conditions established by each one of them

3.4 The definition of the total agenda of this Final 4, including the order and the beginning hours of the 3 matches of the event, as well as the hours to be scheduled for the training sessions for adaption to the rink of the participating teams

3.5 A proposal concerning the conditions and procedures to be established for the media coverage of the event, including the broadcasting of all the matches on television and on internet

3.6 The contracting of insurance and other guarantees, in particular with regard to accidents that may occur with the representatives of the teams, the Referees, the institutional representatives, the spectators and/or the employees serving on the event

4. TELEVISION TRANSMISSIONS – REGULATION AND PROCEDURES

4.1 The international rights relating to television broadcasts of any European rink-hockey event are the exclusive property of **WS EUROPE**, which is working – *through WS EUROPE-RH* – for the widest international coverage of all the European rink-hockey competitions, making economic-financial agreements with each organizer and/or television broadcaster, taking into account the **"regulation and communication procedures"** established and in force

4.1.1 The major European Rink-Hockey events include all the competitions that are concentrated and played in one place, namely:

- **The European Championships of Nations – Male Senior, Female Senior, Male U20 and Male U17** – which are organized by affiliated National Federations;
- **The Semi-Finals and Finals (Final 4) of all the European Club competitions – Continental Cup, Euroleague, CERS Cup and Female League Cup** – normally organized by a club or institution, always in partnership with the respective National Federation of affiliation.

4.1.2 In addition, it is also necessary to consider **other important European Rink-Hockey events**, namely those related to the intermediary phases of the club competitions (*phases that are played prior to the completion of the aforementioned Finals 4*).

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4.2 In the following paragraphs, are established **the specific conditions – rights and duties – that are in force about the production and television broadcasts** (via TV channels and/or web streaming) of the various European rink-hockey competitions.

4.3 TELEVISION PRODUCTION AND TRANSMISSION OF THE MAJOR EUROPEAN RINK-HOCKEY EVENTS

WS EUROPE-RH is the only entity responsible - as WS EUROPE representative - for the negotiation and sale of television rights in any country. Then, it is important to establish the specific conditions that must be met by the organizer of each major European Rink-Hockey event, which may choose one of the following alternatives:

4.3.1 The submission, for the approval of WS EUROPE-RH, of a written proposal where the following issues are formally addressed:

a) Information regarding:

- The **entity responsible for ensuring the television production of all the matches** of the rink-hockey competition in question, in accordance with the standards specified by WS EUROPE-RH –
- The **television channel responsible for ensuring television broadcasts, which will be limited to the country where the event is held**

b) Presentation of the declaration of the entity responsible for the television production of the event, where it **formally takes on the following commitments to WS EUROPE-RH:**

- To ensure the transmission of the "**web streaming signal**", so that **WS EUROPE-RH TV** can ensure, in direct, the transmission (**open and free**) of each rink-hockey match of that same event;
- To ensure the transmission of the "**satellite signal**" that is necessary to ensure transmission of any match of the competition in question by other countries than the host country, depending on the specific requests previously and formally authorized by **WS EUROPE-RH**.

4.3.2 If the alternative mentioned in the previous point is not considered, **WS EUROPE-RH will assume the television production of all matches in the competition, and the organizer is obliged – in exchange for obtaining television rights in the country where the event takes place – to pay a financial contribution to WS EUROPE-RH:**

- a) **€ 35.000** in the case of the **Male Senior European Championships**
- b) **€ 10.000** in the case of the **Female Senior European Championship**
- c) **€ 5.000** in the case of the **Male U20 European Championship**
- d) **€ 5.000** in the case of the **Male U17 European Championship**
- e) **€ 15.000** in the case of the **Euroleague - Final Four**
- f) **€ 15.000** in the case of the **Continental Cup - Final Four**
- g) **€ 10.000** in the case of the **WS Europe Cup - Final Four**
- h) **€ 7.500** in the case of the **Female League Cup - Final Four**

4.3.3 Under each one of the two previous options, **the organizer of the event will not pay any additional fee and may sell – for one or more TV channels - the television broadcasting rights (satellite, digital, web and any other form) that are circumscribed to the country where the competition takes place.**

4.4 TELEVISION TRANSMISSIONS OF OTHER EUROPEAN RINK-HOCKEY EVENTS

4.4.1 In any of the intermediate stages of the European club competitions – *matches played before the quarterfinals of the Euroleague, the WS Europe Cup and the Female League Cup* – **the respective television broadcasts (satellite, digital, web and any other form) may be authorized by the CERS-HR, under request of the "visited" team (or considered as such) - without payment of any fee**, providing that:

a) The **formal authorization of WS EUROPE-RH has been obtained**; and

b) The **video of the match is uploaded on the WS EUROPE-RH YouTube platform**, as established below.

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4.4.2 Regarding the quarterfinals of the European club competitions, the televised broadcast of any match may only be requested by the “visited” club, which must insure to **WS EUROPE-RH**:

- (1) **The payment of € 2.000 for each television broadcast that is performed;**
- (2) **The transmission of the “web streaming signal” to WS EUROPE-RH TV**, which will ensure, in direct, the transmission (*open, free*) of the game in question.

4.4.3 The Semi-Finals and/or the Final of any European competition (*nations or clubs*) may be transmitted outside the country of their achievement, once the competent authorization of **WS EUROPE-RH** has been obtained and **providing that it is ensured**:

- (1) **The payment of € 2.500 for the television broadcast of each match of any Semi-final;**
- (2) **The payment of € 5.000 for the television broadcast of each match of any Final**

5. VIDEO UPLOAD ON “CERS-RH TV - YOUTUBE”

5.1 All the clubs participating in the Euroleague and in the Continental Cup are required to **upload all the matches played “at home”** (*or considered as such*).

5.2, From 2018, September 1 it becomes compulsory for all the participating clubs - *in any of the European competitions* - to assure the video upload in “**WS EUROPE-RH TV – YOUTUBE**” of all their matches played

6. ORGANIZER’S OBLIGATIONS CONCERNING COMMUNICATION

6.1 LOCAL PRESS OFFICER

The organizing Federations of any European Championship must appoint a **local press officer** (*necessarily a journalist*) that will be responsible for local communication, performing the duties of:

- **The contact person for all communication issues;**
- **The head of the Communication for the press of his own country, adequately publicizing the event in the previous weeks, through news, interviews and other initiatives.**

Likewise, **the participating clubs in Euroleague or in WS Europe Cup** are required to appoint a “**LOCAL PRESS OFFICER**”, whose contacts must be indicated on the registration form (*ref^a 01*).

The **LOCAL PRESS OFFICER should cooperate with the WS EUROPE-RH Press officer.**

6.2 INTERNET FACILITIES

6.2.1 A “wi-fi” internet connection should be available, with authentication exclusively dedicated to accredited press representatives and the **WS EUROPE-RH members**. Alternatively, a LAN cable must be provided for each of the accredited journalists.

It is recommended (*not mandatory*) to set up a connection that includes a different username and password for each journalist (*a unique valid password for everyone implies the risk of allowing its use to those who do not have the right to use it*).

6.2.2 The organizing entity must provide a connection capacity depending on the number of credentials issued to the media. For example, if there are 50 accredited journalists, a connection with sufficient bandwidth must be provided for all of them.

6.2.3 The Internet connection should work both in the “press working area on the venue of the match” and in the “press room”, ensuring that photographers can send photos and similar material

6.3 PRESS WORKING ROOM

6.3.1 At each European rink-hockey event, a press room for journalists must be made available, **as well as a specific area for press conferences**, the area of which must accommodate 20 chairs and a table with 4 chairs for the speakers.

6.3.2 The **press working room should be very close to the competition site** and should be equipped with tables and chairs, with connections to the electricity.

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6.3.3 A photocopier must always be available.

6.3.4 Bottles of water should be distributed to journalists throughout the event. The offer of a snack or other food supplements will depend on the initiative of the organizers.

6.3.5 For personal safety and the equipment of journalists, entry into the press room is always subject to control by a steward seconded by the organizing body, who will verify the existence of the relevant accreditation.

6.4 PRESS ROOM FACILITIES

6.4.1 EUROPEAN CHAMPIONSHIPS: 20 workstations (*)

6.4.2 EUROLEAGUE AND CONTINENTAL CUP FINAL 4: 20 workstations (*)

6.4.3 CERS CUP AND FEMALE LEAGUE CUP FINAL 4: 10 workstations (*)

(*) Note: *Same number of workstations on the competition site (a smaller number is allowed if accreditation requests are lower)*

6.5 PRESS WORKING SEATS ON THE EVENT PREMISES

6.5.1 "RIGHT HOLDERS" TELEVISION

The workspace for "Right Holders" television (*TV that acquired the broadcasting rights*) is managed directly by the elements of the producing entity designated by the **WS EUROPE-RH TV**, and the organizing entity must ensure the space that is requested for this purpose.

The space granted to the representatives of the television "rights holders" should not be counted towards the number of jobs indicated separately in the previous point.

Energy is guaranteed by the television production service generator, so there is no need to provide any specific connection.

6.4.2 "NOT RIGHT HOLDERS" TELEVISIONS

Representatives of televisions who have not acquired broadcasting rights shall have their work area in the press room, and a reservation of their seats shall be ensured in the competition site.

6.5.3 RADIO (**)

Representatives of radios requiring the installation of an ISDN line (*at their own expense*) shall be entitled to a separate workstation in the competition site. The representatives of all other radios will have their work area in the area assigned to the representatives of the press.

6.5.4 WRITTEN PRESS (**)

Representatives of each newspaper or each website are entitled to occupy the work area reserved for the press in the competition site, according to the overall available space. Two seats are normally awarded to representatives of national newspapers and only one to the local and regional press.

Journalists who work for weekly publications - *or who do not need to write their articles live* - are invited to work in the press room and a reserve of their places in the competition site must be ensured.

() Notes:** *The workstations for written press and radio must have an adequate number of electricity connections and must be reached by wi-fi (or cable)*

6.5.5 PHOTOGRAPHERS

Each photographer will receive a vest, with an identification number, only being able to carry out his functions in the specifically designated areas. The sending of photos can only take place in the workspace that is destined to them in the press room.

6.5.6 MIX ZONE

A mix zone should be ensured using partition barriers to allow players to be contacted by reporters to conduct interviews at the end of the match, prior to their return to the vestiaires.

6.5.7 PRESS ACCREDITATION AT CERS RINK-HOCKEY EVENTS

Press accreditation for some of the major events held by the WS Europe RH - namely *the European Men's Senior Championships and the Euroleague 4 Finals, the CERS Cup and the Continental Cup* - are managed and issued by the CERS-RH Press Officer, in the form and at the time it deems most appropriate.

Acceptance or rejection of accreditations is always determined by the WS Europe RH Press Officer, after having consulted the local press officer, who has the duty to inform the media of his country about the conditions that are necessary to request the credentials of their representatives.

6.6 INSPECTION FROM WS EUROPE RH PRESS OFFICER

The WS Europe RH Press Officer will carry out an inspection of the premises where the main European Rink-Hockey events take place - together with the respective organizer's representatives - to verify that all requirements are met, thus allowing - and if this is the case - to ensure the introduction of any necessary corrections.