

Oceania Junior Championships and Trans-Tasman Test Series Specific Criteria 2017

Event	Description	Average Entry Numbers	Date	Individual / Team	Minimum prize \$\$ req'd	Maximum Entry Fee	Prize-giving	Streaming of Matches
Oceania Junior Championships	Oceania Junior Championship – played in age groups (under 19, under 17, under 15, under 13 and under 11). Runs over 3 days in the first school holidays when held in New Zealand. This is open to all players around the world.	150 approx.	April School Holidays when in New Zealand	I	Club to provide trophies for all podium finishers	Ind: \$40	Formal Prizegiving with sponsors and/or NZ & District representatives	Optional
Trans-Tasman Junior Test Series	Runs over 2 nights either immediately prior to or after the Oceania Junior Championships. New Zealand and Australia will enter a team of 18 players each with players in the U13, U15, U17 and U19 age groups.	36	April School Holidays when in New Zealand	T	N/A	N/A	Formal Prizegiving with sponsors and/or NZ & District representatives	Optional

Oceania Junior Championships and Trans-Tasman Test Series Hosting Criteria 2017

The following outlines the general criteria for a *club* to successfully host the Oceania Junior Championships 2017.

Facilities

	What is Required	Tick
1	Have a minimum of four courts with at least one court being a glass back with gallery seating.	
2	Have a back-up squash complex with at least three courts within reasonable distance of the main venue, and provide transport between the two venues.	
3	Have changing rooms including showering and toilet facilities that are adequate in size to cater for the expected number of competitors.	
4	Be located close to motel facilities where approximately one hundred and fifty (150) or more motel beds can be booked.	

5	Have substantial kitchen and bar facilities.	
6	Have telephone, ability to email, and EFTPOS on site throughout the duration of the event.	
7	Make sure ventilation systems are in place to ensure no condensation is present on any court throughout the duration of the event.	
8	Ensure all court markings are in good condition.	
9	Ensure the squash court flooring is of a light colour and is not slippery.	
10	Ensure all squash court walls and floors are cleaned regularly and re-cleaned one week prior to the commencement of the tournament.	
11	Ensure the squash court out-of-court side netting is clean and dust free.	
12	Ensure all lighting is high quality and ensure all fluorescent tubes are working.	
13	Ensure the club has appropriate marker and refereeing seating arrangements for the 3-referee - which do not block off the viewing of matches for the public and spectators.	
14	Ensure that a competent racket re-stringing service is available either within the club or in the local area.	

Management & Administration

	What is Required	Tick
15	Adhere to the Squash NZ Tournament Regulations and the event Guidelines.	
16	Appoint a Tournament Director six (6) months prior to the event and advise the National Office of this person.	
17	Tournament Report. A full report (report template will be provided) must be sent to Squash NZ within 30 days of the event finishing.	
18	Club website. The host club must have a website to be used to display draws and results before and throughout the event.	

Finance

	What is Required	Tick
19	Be up-to-date with payment of affiliation levies to the local District Association and Squash New Zealand.	
20	A tournament budget which must show a surplus of income over expenditure prior to and after the event.	
21	Have members of the Tournament Committee capable of securing funding from outside sources. (Some National Events have a set amount of Sponsorship required to be met).	
22	Have members of the Tournament Committee capable of handling the cash and other entries and of presenting balanced accounts at the end of the event, with report to Squash NZ.	

Refereeing

	What is Required	Tick
23	Have members of their organising committee who are capable of liaising with the appointed Tournament Referee (where applicable) to ensure smooth running of the officiating at the event.	
24	Have Club and District qualified Referees willing to assist at the event.	

Transport

	What is Required	Tick
25	Subject to venue locations, accommodation, airport location, be able to provide regular transport service between venues/accommodation/airport as necessary.	

'Recommended Extras'

	What is Recommended	Tick
26	Live streaming of matches: stream matches to maximise exposure for sponsors, and to take the event to a wider audience. (Refer to particular agreement for streaming requirements)	
27	Master of Ceremonies: use a Master of Ceremonies to add to the interest and hype in the event, including player introductions, interviews and music.	
28	School Visits: engage with your local schools, invite them to use your club's courts and culminate the programme with spectatorship of the national event.	
29	Flyer drop/general advertising: inform the public that your club is hosting a national event to increase spectatorship and interest. Advertise cheap deals on memberships at the same time.	
30	Appointing a dedicated media liaison officer: Effective engagement with local and regional media before and during the national event will help the club lift its profile in the community. Many clubs have reported increases in membership numbers in the months following hosting a national event.	