

Introduction

This document is part of the documentation required to ask for a FAI/CIA Sanction for an official event. It helps the Organizer with the event planning, provide detail information to CIA Delegates to approve the event at the CIA Plenary, provide information to competitors and officials so they would be interested in attending the event, etc. so it is important that all information is completed.

Before starting to fill in the Sanction Application Form, you may wish to read the following documents to clarify any issues:

- FAI First Category Event Sanction Procedures or CIA Sporting Event Sanction Procedures
- FAI Sporting Code - Section 1
- FAI Sporting Code - General Section
- Protocol for FAI and CIA Sanctioned Events
- CIA Competition Operation Handbook

The NAC Letter of Approval needs to be sent together with this application and no later than the Plenary where the Sanction will be granted.

Please, take into consideration that not all information is needed for all types of events. So when the information doesn't concern your event, please write « not apply » in the respective field.

Please use the DDMMYYYY format for all dates in the form.

When the Sanction Application Form is completed, please send it to the FAI/CIA Event Development Service –EDS to start the Sanction Process.

Section 1 - Main Information

All the information in this section is mandatory and need to be updated before the CIA Plenary where the event will be asking for a FAI/CIA sanction. No changes are allowed after the sanction is granted.

Date of initial submission: _10_/_1_/_2014_ Date of last modification: _13_/_12_/_2013_ Date of final version: __/__/__			
Event Title & Sub-Title	22nd FAI World Hot Air Balloon Championship		
Event Location (country, region, city)	Saga-city, Saga, JAPAN		
Event Dates (dd.mm to dd.mm.yyyy)	28th October to 7th November 2016		
FAI / CIA Sub-class	<input checked="" type="checkbox"/> AX – Hot Air Balloons	<input type="checkbox"/> AA – Gas Balloons	<input type="checkbox"/> BA – Gas Airships
	<input type="checkbox"/> BX – Hot Air Airship	<input type="checkbox"/> AA – WLD - Gordon Bennett	<input type="checkbox"/> AM – Rozier Balloons
FAI Type of Event	<input checked="" type="checkbox"/> FAI World Championship	<input type="checkbox"/> CIA Sporting Event	
	<input type="checkbox"/> FAI Continental/Regional Championship	<input type="checkbox"/> Other:	
	<input type="checkbox"/> CIA Category One International Event		
FAI / CIA Category	<input checked="" type="checkbox"/> General	<input type="checkbox"/> Women	<input type="checkbox"/> Junior
Registration Starts (date & time)	10:00 28/10/2016	General Briefing (date & time)	13:00 30/10/2016
1 st Competition Flight (date & time)	AM 31/10/2016	Last Competition Flight (date & time)	AM 6/11/2016
Extra Flight if needed (date & time)	PM 6/11/2016	Resting Period (if some, date & time)	No Resting Period Scheduled
Opening Ceremony (date & time)	18:00 30/10/2016	Closing Ceremony (date & time)	17:00 7/11/2016
Invitation Process Starts (date)	1/3/2016	Entry Closing Date (1 st round)	31/5/2016
Organising National Airsport Control – NAC	Japan Aeronautic Association		
Organising NAC's CIA Delegate (name, email, phone)	Saburo ICHIYOSHI +81 3 6454 2600 sabu.ichiyoshi@aeronauts.net		
Organising Body (Entity / Club / Company)	2016 Saga Hot Air Balloon World Championship Organizing Committee, jointly operated by the Saga International Balloon Fiesta Organization (SIBFO).		
Main Contact / General Manager (name, email, phone)	Masayuki IKARI, General Manager +81 952 33 6520 2016axwc@sibf.jp		
Official Mailing Address (postal address, email, fax, phones)	Postal address: 3-7-2, Nabeshima, Saga-city, Saga, 849-0937, JAPAN Phone: +81 952 33 3955 Fax: +81 952 33 3977 email: 2016axwc@sibf.jp		
Organiser's previous event organisation experience	1997 World Championship, Saga, 112 Competitors, 9 Flights, 21 Tasks 1989 World Championship, Saga, 102 Competitors, 10 Flights, 18 Tasks		

<i>(list of main events and all FAI events with year, place, number of competitors, number of flights and tasks flown)</i>	2013 Japan National Championship, Saga, 38 Competitors, 6 Flights, 13 Tasks 2010 Japan National Championship, Saga, 39 Competitors, 7 Flights, 15 Tasks 2009 Japan National Championship, Saga, 38 Competitors, 4 Flights, 10 Tasks 1999 – 2013 Saga International Balloon Fiesta, 60 Competitors, Many flights and tasks flown		
Event with Observers <i>(The Organizer is invited to present two proposals for the Event to be held with or without Observers)</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Up to the Plenary to decide		
GPS Loggers	Type of GPS Logger to be used: Details:		
Event Director <i>(name, country, email, attach CV)</i>	Les Purfield (GBR)	Les.Purfield@gmail.com	
Deputy Director <i>(name, country, email, attach CV)</i>	Hiromori Soejima (JPN)	hiropon@air-b.com	
Safety Officer <i>(name, country, email, attach CV)</i>	Bengt Stener (SWE)	bengt@algonet.se	
PR Officer / Media Officer <i>(name, email)</i>	Kaoru Kawasoe (JPN)	prmedia@sibf.jp	
Main Common Launch Area <i>(CLP coordinates & description)</i>	Dry riverbed of Kase-river, Saga-city UTM 52S 6 16 000 – 36 80 000		
Entry Fee for Competitors <i>(amount, currency and what is included)</i>	Amount: 50,000 Currency: Japanese Yen What is included: Fuel for balloons during the event will be provided. Other necessary information for flights, including maps, will be provided, too. Closing Ceremony tickets (4 per Competitor).		
Maximum number of entrants	Maximum 105 (100 + 5 competitors: Previous championship medal holders and current champion of the Women's and Youth World Championship, if any.)		
Number of eligible NACs	All FAI members	Equal number of competitors / NAC	2
Dates for Invitation process <i>(dd.mm.yyyy)</i>	Letter to NACs will be sent on	1/3/2016	
	Deadline for NACs to send nominations	15/4/2016	
	Individual Invitation to Competitors will be sent on	20/4/2016	
	1st round deadline for Competitors application and entry fee	31/5/2016	
	2nd round deadline for Competitors application and entry fee	30/6/2016	
	Reserve List and/or Standby List will be used?	No Reserve List will be used. Standby List will be used.	
Remarks:			
Additional Invitations Procedure	As S1, 5.6.2.1		
Eligibility Conditions	50 hours PIC and 1 year as PIC		
Registration Method and Details <i>(mail, fax, email, online)</i>	Mail, Fax or Email		
Official Language	English	Protest Fee <i>(amount, currency)</i>	100 Euro or equivalent in local currency
Proposed Jury members <i>(at least 6 names for the Plenary at the year of the event)</i>	1.	3.	5.
	2.	4.	6.

Section 2 - Additional Information

The information in this section is important for the evaluation of the event in the Sanction Process. Additionally it provides competitors information on how they can plan their participation. Therefore, please fill in all information as complete as possible. Changes are allowed after the Sanction is granted only in order to improve the event.

Official Event Website	TBA 2015
------------------------	----------

Event President <i>(name, email)</i>	Toshiyuki Hideshima, Saga city Mayor (2016 Saga Hot Air Balloon World Championship Organizing Committee) Hiroshi Mizumachi (SIBFO) 2016axwc@sibf.jp	
FAI Authority shown on	<input checked="" type="checkbox"/> Rules <input checked="" type="checkbox"/> Logo <input checked="" type="checkbox"/> Program <input checked="" type="checkbox"/> Official documents <input type="checkbox"/> Other:	
Courtesy Invitations sent	FAI President: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: CIA President: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: Remarks:	
Event Prizes Offered and Details	500,000 yen for 1st place, 300,000 yen for 2nd, 200,000 yen for 3rd,	
Opening Ceremony <i>(Location & Coordinates)</i>	TBA 2016	
Closing Ceremony / Prize-giving <i>(Location & Coordinates)</i>	TBA 2016	
CIA and FAI Protocol will be followed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Remarks:	The organisers will respect the FAI Environmental Code of Ethics? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Remarks:
Entry Fee Method of Payment and Details	<input type="checkbox"/> Money order <input type="checkbox"/> Cheque <input type="checkbox"/> Cash <input type="checkbox"/> Credit card <input type="checkbox"/> Other: Details:	
Country Admission Conditions <i>(Visa's required, etc.)</i>	Visa may be required for some nationality	
Preferred Place of Entry & Closest Major Cities <i>(Special custom clearance & directions and distances to main cities)</i>	Fukuoka Airport or Saga Airport Saga --- 40km SSW from Fukuoka. 1 hour drive from Fukuoka airport via highway. 45 minutes from Hakata (Fukuoka central) station by train.	
Local language	Japanese	
Location Description & Characteristics	General Description	Almost flat and many spaces for landing and target areas.
	Geographic Position <i>(coordinates of competition map center)</i>	52S 6 19 000 – 36 79 000
	Topography <i>(mountains, sea, lakes, rivers)</i>	Mountains at the Northern edge of the flight area and the sea at the Southern edge of the flight area.
	Landing Areas <i>(open fields, wooded area, farming, crops, cattle)</i>	Open Fields
	Main villages around the flying area	Saga
Other Description		
Additional Common Launch Areas <i>(coordinates & description)</i>	None	
Landowner Restrictions	Permission required to enter fields for take-off and landing, also to search for Markers in field containing crops.	
Meteorological characteristics <i>(as expected for the period of the event)</i>	Weather conditions: Good Prevailing winds (speed / directions): less than 8 kt at surface, less than 20kt at 3,000ft. / Northerly in the morning and become Southerly by the seabreeze. Temperatures: 15 - 25 C at high and 5 - 15 C at low. Sunrise & Sunset time for the first competition day: 0645 1720	
Airspace Structure & Limitations	NOTAM Description	None
	Flight Limitations	None
	Number of PZs expected & Descriptions	12 – City limits and Cattle / Horses.
	Competition Area Altitude Limitations	4000 ft MSL normally. Higher level under the negotiation.
	Competition Area Dimensions <i>(based on CLP, in km – north/south & east/west)</i>	North / South: 12km / 15km East / West: 16km / 21km
Competition Map Details	DATUM	WGS 84
	Scale	1 / 50,000

	Grid lines	UTM
	Paper Size	800 mm * 950 mm
	Electronic Version Available	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – expected on date:
	Electronic Version File Format	<input checked="" type="checkbox"/> JPEG <input type="checkbox"/> PNG <input type="checkbox"/> Other:
	Remarks	
Driving Particularities <i>(Right hand, left hand, speed limitations, International Driver's License required, etc.)</i>	Right hand The holders of an international driving license, which was signed in 1949 at Geneva Convention, are allowed to drive in Japan.	
Road Network and Infrastructure	Very good	
Venue Description, Coordinates & Characteristics	Competition Center <i>(coordinates & description)</i>	TBA 2015
	Briefing Facilities <i>(coordinates & description – tent, hall, etc.)</i>	TBA 2015
	Media centre <i>(description)</i>	TBA 2015
	Internet connection	
	Social activities	
	Other information	
Stewards <i>(name, country, email, attach CV)</i>	TBA 2015	
Chief Scorer <i>(name, country, email, attach CV)</i>	TBA 2015	
Chief Debriefeer <i>(name, country, email, attach CV)</i>	TBA 2015	
Chief Observer <i>(name, country, email, attach CV)</i>	Hiromi Furukawa (JPN)	
Technical Support Officer <i>(name, country, email, attach CV)</i>	TBA 2015	
Scoring Program <i>(name, developer, email, brief description, last FAI events using the program, link for downloading)</i>	Scoring Program to be used: eKLIPS Developed by: Garry Lockyer Email: Garry.Lockyer@shaw.ca	
Special Arrangements and Assistance for Competitors <i>(Details on balloon equipment rental services, additional crew available, rent-a-car assistance, accomodation, meals, travel allowance, etc.)</i>	Balloon equipment rental service: Yes. We will publish the information to competitors later. Additional crew available: Yes. One for each team if requested. Rent-a-car assistance: Yes. We will publish the information to competitors later. Accommodation available and assistance: We will publish the information to competitors later. Travel allowance: 350,000 Japanese Yen for competitors from out of East Asia Region. 200,000 Japanese Yen for competitors from East Asia Region, except Japanese competitors.	
Equipment Limitations	Matching of envelope, burner and basket must be followed by the instruction of the manufacturer. Tanks certified in Japan are only allowed to use.	
Special Safety Requirements	None	
Insurance Requirements for Competitors and Details	<input checked="" type="checkbox"/> Third party: A competitor is responsible to cover a minimum of 200 million yen (about 1,520,000 Euro) for third parties. If your balloon dosen't have it, you may purchase it from the organizer. <input checked="" type="checkbox"/> Passenger: If a competitor wish to fly with an observer during competition, he shall have insurance for his observer under condition that the organizer decide. We require a pilot that wishes to fly with an observer during the competition, to have insurance for the obsever. If your balloon dosen't have it, you may purchase it from the organizer.	
	<input type="checkbox"/> CSL:	
	<input type="checkbox"/> Other:	

	If you fly without an observer at all time, you don't need to purchase it. Insurance for observer on board: Amount Body Injury Limit: 15 million yen (114,000 Euro) In Hospital per day: 10,000 yen (about 76 Euro)	
Insurance Provided & Covered by Organisers	Third Party:	
	Air Display Public Liability:	
	Organisers & Officials On-ground Risks:	
	Observer On-board:	
	Other:	
Travel & accommodation arrangements for officials	Travel Arrangements:	Competition officials are invited from many parts of the world.
	Travel Allowance <i>(amount and currency)</i> :	TBA
	Vehicles Provided:	Yes. One rent-a-car for two to five officials.
	Type of Accommodation:	Hotel
	Meals Provided:	Lunch Box
	Other Information / Remarks:	They will be invited to the Closing Ceremony and some other parties.
Travel & accommodation arrangements for observers	Travel Arrangements:	80 International Observers and 35 Japanese Observers are invited.
	Travel Allowance <i>(amount and currency)</i> :	70,000 yen each for International Observers.
	Vehicles Provided:	No, but transport from Hotels / Competition Center / Launchfield
	Type of Accommodation:	Hotel
	Meals Provided:	Lunch Box
	Other Information / Remarks:	They will be invited to the Closing Ceremony and some other parties.

For EDS use only	
<i>This section is for EDS use only and the Organizer will get an update when changes are made.</i>	
Document submitted to	Date
Status / Report on new versions	
CIA Technical Delegate <i>(name, email)</i>	
NAC Letter of Approval Status	
Organizer Agreement Status	
Event Logo Status	
Sanction Fee (CHF)	Performance Bond Fee (CHF)
Sanction Fee Status	
Performance Bond Status	
Event Rules Status	
Jury approved by Plenary <i>(names, emails)</i>	Jury President: Jury Member: Jury Member:
CIA Sanction Status	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No Date:

FAI Sanction "Kit" Status	FAI & CIA Flags: Medals: Diplomas: Remarks:
Opening and Closing Ceremonies Agenda Reviewed	