

**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:	15/01/2015	Date of last modification:	__/__/____
		Date of final version:	__/__/____
Event Title & Sub-Title	<b>4th FAI WOMEN'S EUROPEAN HOT AIR BALLOON CHAMPIONSHIP 2017</b>		
Event Location (country, region, city)	<b>Poland, Wielkopolskie Voivodeship, Leszno</b>		
Event Dates (dd.mm to dd.mm.yyyy)	<b>03.09-09.09.2017</b>		
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 type="checkbox"/> FAI World Championship	<input type="checkbox"/> CIA Sporting Event	
	<input checked="" type="checkbox"/> FAI Continental/Regional Championship	<input type="checkbox"/> Other:	
	<input type="checkbox"/> CIA Category One International Event		
FAI / CIA Category	<input type="checkbox"/> General	<input checked="" type="checkbox"/> Women	<input type="checkbox"/> Junior
Registration Starts (date & time)	<b>03.09.2017</b>	General Briefing (date & time)	<b>04.09.2017pm</b>
1 <sup>st</sup> Competition Flight (date & time)	<b>05.09.2017 am</b>	Last Competition Flight (date & time)	<b>09.09.2017 am</b>
Extra Flight if needed (date & time)		Resting Period (if some, date & time)	
Opening Ceremony (date & time)	<b>04.09.2017 pm</b>	Closing Ceremony (date & time)	<b>09.09.2017pm</b>
Invitation Process Starts (date)		Entry Closing Date (1 <sup>st</sup> round)	<b>15.03.2017</b>
Organising National Airsport Control – NAC	<b>Aero Club of Poland</b>		
Organising NAC's CIA Delegate (name, email, phone)	Name: <b>J erzy Czerniawski</b> Email: <a href="mailto:jczerniawski@poczta.fm">jczerniawski@poczta.fm</a> Phone: <b>+48 602 341397</b>		
Organising Body (Entity / Club / Company)	<b>Leszno Balloon Club</b>		
Main Contact / General Manager (name, email, phone)	<b>Bogdan Prawicki - <a href="mailto:bogdanprawicki@wp.pl">bogdanprawicki@wp.pl</a> +48605409546</b>		
Official Mailing Address (postal address, email, fax, phones)	Postal: <b>Bogdan Prawicki, 3 Asnyka Str. 64-100 LESZNO, POLAND</b>		
	Phone: <b>+48 605 409546</b>		
	Email: <b><a href="mailto:bogdanprawicki@wp.pl">bogdanprawicki@wp.pl</a></b>		

Organiser's previous event organisation experience <i>(list of main events and all FAI events with year, place, number of competitors, number of flights and tasks flown)</i>	Main events:	
	<ul style="list-style-type: none"> <li>- 6<sup>th</sup> Europe Balloon Championships, September 1988</li> <li>- First World Women Championships, September 2014</li> <li>- From 1992 to 2014 , 23 times AKWAWIT/LESZNO Balloon Cup-Polish Cup, Three FAI Event Akwawit Balloon Cup (1998-2000) and one Ladies World Cup (2000),Three National Champs. (2004, 2008,2011)</li> </ul>	
Event with Observers <i>(The Organizer is invited to present two proposals for the Event to be held with or without Observers)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Up to the Plenary to decide	
GPS Loggers	Type of GPS Logger to be used: CIA loggers Details:	
Event Director <i>(name, country, email, attach CV)</i>	Name: <b>Mathijs de Bruijn</b> Country: <b>NED</b> <input type="checkbox"/> CV attached Email: <b>mathijs@debruijn.de</b> Phone: <b>49 (0)6192 901273</b>	
Deputy Director <i>(name, country, email, attach CV)</i>	Robertas Komza    Country:LTU Email:robertas.komza@gmail.com	
Safety Officer <i>(name, country, email, attach CV)</i>	Name : <b>Jerzy Czerniawski</b> Country: <input type="checkbox"/> CV attached Email: <b>jczeniawski@poczta.fm</b> Phone: <b>+48 602 341397:</b>	
PR Officer / Media Officer <i>(name, email)</i>	Name: <b>Jarosław Adamek</b> Email: <b>j.adamek@elka.pl</b> Phone: <b>+48 601509755</b>	
Main Common Launch Area <i>(CLP coordinates &amp; description)</i>		
Entry Fee for Competitors <i>(amount, currency and what is included)</i>	<b>OPTION 1<sup>st</sup>:</b> Amount: <b>200</b> Currency: euro What is included: <b>propane for all competition flights,2 sets of competition map, morning coffee, 4 tickets for Opening Ceremony and Good Bay Party, pilots gift kit</b>  <b>OPTION 2<sup>nd</sup>: ONLY for 25 first registred teams</b> Amount: <b>200 + 420</b> Currency: euro What is included: <b>OPTION 1 + accomodation for pilot+3 in AKWAWIT HOTEL (3 stars hotel) /Competition Center/ - 6 nights/only beds/</b>	
Maximum number of entrants	50	
Number of eligible NACs	<b>All meeting the requirements with the FAI</b> Equal number of competitors / NAC <b>2 per country</b>	
Dates for Invitation process <i>(dd.mm.yyyy)</i>	Letter to NACs will be sent on    01.12.2016 Deadline for NACs to send nominations    31.12.2016 Individual Invitation to Competitors will be sent on    01.01.2017 1st round deadline for Competitors application and entry fee    15.03.2017 2nd round deadline for Competitors application and entry fee    30.04.2017 Reserve List and/or Standby List will be used? Remarks:	

Additional Invitations Procedure	if less than 50 participants in total, then extra invitations will be send to countries which delegated more than 2 pilots		
Eligibility Conditions	Sporting Code, Section 1, § 5.6.4 min. 50 hours PIC and licence PIC one year old, FAI Sporting licence		
Registration Method and Details <i>(mail, fax, email, online)</i>	Email, post		
Official Language	English	Protest Fee <i>(amount, currency)</i>	100 euro
Proposed Jury members <i>(at least 6 names for the Plenary at the year of the event)</i>	1. Sandor Hidas HUN 2. Tomasz Kuchciński PL	3. Vladimir Karnaukhov UA 4. Jakob Burkard SUI	5. Eugenius Komars LTU 6. Moniek Vande Velde BEL

## 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		
Event President <i>(name, email)</i>	Łukasz BOROWIAK – the Major of Leszno		
FAI Authority shown on	<input type="checkbox"/> Rules <input type="checkbox"/> Logo <input type="checkbox"/> Program <input 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	Trophies, medals		
Opening Ceremony <i>(Location &amp; Coordinates)</i>	Leszno, Poland		
Closing Ceremony / Prize-giving <i>(Location &amp; Coordinates)</i>	Leszno, Poland		
CIA and FAI Protocol will be followed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	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 checked="" type="checkbox"/> Cash <input type="checkbox"/> Credit card <input checked="" type="checkbox"/> Other:		
	Details: Bank Transfer		
Country Admission Conditions <i>(Visa's required, etc.)</i>	visas for some countries		
Preferred Place of Entry & Closest Major Cities <i>(Special custom clearance &amp; directions and distances to main cities)</i>	- Warsaw 360 km, Poznań 80 km, Wrocław 100 km		
Local language	Polish		
Location Description & Characteristics	General Description	situated west of Poland	
	Geographic Position <i>(coordinates of competition map center)</i>	Akwawit Hotel UTM/UPS: 33U 607377/5744530	
	Topography <i>(mountains, sea, lakes, rivers)</i>	no	
	Landing Areas <i>(open fields, wooded area, farming, crops, cattle)</i>	OPEN FIELDS	
	Main villages around the flying area		
Other Description	One flight will be made from alternative launch site 'Dolsk', on the premises of the main sponsor 'MROZ'. A seperate		

	<b>competition map will be provided. Max Altitude is 3500ft here due to facility of Poznan airport.</b>	
Additional Common Launch Areas <i>(coordinates &amp; description)</i>	TBA	
Landowner Restrictions	no	
Meteorological characteristics <i>(as expected for the period of the event)</i>	Weather conditions: good Prevailing winds (speed / directions): smooth west Temperatures: 15-20 C Sunrise & Sunset time for the first competition day: 04.00-17.00 UTC	
Airspace Structure & Limitations	NOTAM Description	
	Flight Limitations	TBA
	Number of PZs expected & Descriptions	TBA
	Competition Area Altitude Limitations	<b>5 000 ft/for some flights up to 9 000 ft/</b>
	Competition Area Dimensions <i>(based on CLP, in km – north/south &amp; east/west)</i>	north/south: <b>20 / 20</b> east/west: <b>25 / 25</b>
Competition Map Details	DATUM	TBA
	Scale	1/50.000
	Grid lines	TBA
	Paper Size	TBA
	Electronic Version Available	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – expected on date: <b>01.01.2017</b>
	Electronic Version File Format	<input checked="" type="checkbox"/> JPEG <input type="checkbox"/> PNG <input checked="" type="checkbox"/> Other: <b>ozf4</b>
	Remarks	
Driving Particularities <i>(Right hand, left hand, speed limitations, International Driver's License required, etc.)</i>	90 Km/h and 50/60 Km/h in village	
Road Network and Infrastructure	good	
Venue Description, Coordinates & Characteristics	Competition Center <i>(coordinates &amp; description)</i>	Akwawit Hotel
	Briefing Facilities <i>(coordinates &amp; description – tent, hall, etc.)</i>	Akwawit Hotel
	Media centre <i>(description)</i>	Akwawit Hotel
	Internet connection	YES
	Social activities	Akwawit Hotel
	Other information	
Stewards <i>(name, country, email, attach CV)</i>	N/A	
Chief Scorer <i>(name, country, email, attach CV)</i>	TBA	
Chief Debriefeer <i>(name, country, email, attach CV)</i>	TBA Target Team Manager	
Chief Observer <i>(name, country, email, attach CV)</i>	N/A	
Technical Support Officer <i>(name, country, email, attach CV)</i>	N/A	
Scoring Program <i>(name, developer, email, brief description)</i>	Scoring Program to be used: <b>BScoring by MdB</b>	

<i>last FAI events using the program, link for downloading)</i>	
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>	
Equipment Limitations	
Special Safety Requirements	
Insurance Requirements for Competitors and Details	<input checked="" type="checkbox"/> Third party: 1.500.000,00 SDR <input checked="" type="checkbox"/> Passenger: 250.000,00 SDR <input type="checkbox"/> CSL: <input type="checkbox"/> Other:
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: yes
	Travel Allowance <i>(amount and currency)</i> : 200 Euro overseas officials and 100 Euro continental Europe officials
	Vehicles Provided: yes
	Type of Accommodation: <b>Akwawit Hotel - hotel 3 star</b> ( <a href="http://www.akwawit.pl">www.akwawit.pl</a> )
	Meals Provided: yes
	Other Information / Remarks:
Travel & accommodation arrangements for observers	Travel Arrangements: N/A
	Travel Allowance <i>(amount and currency)</i> : N/A
	Vehicles Provided: N/A
	Type of Accommodation: N/A
	Meals Provided: N/A
	Other Information / Remarks: N/A

**For EDS use only**

*This section if for EDS use only and the Organizer will get an update when changes are made.*

Document submitted to	Paolo Oggioni	Date	16-01-2015
Status / Report on new versions			
CIA Technical Delegate <i>(name, email)</i>	Lindsay Muir		
NAC Letter of Approval Status	Pending		
Organizer Agreement Status	Received 18/03/2015 (to be signed by CIA /FAI)		
Event Logo Status			
Sanction Fee (CHF)	2.500	Performance Bond Fee (CHF)	8.000
Sanction Fee Status	To be paid		
Performance Bond Status	To be paid		

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	