

# ACUI Collegiate 9-ball Championships

## Request for Proposal

Association of College Unions International (ACUI) invites proposals from member University and College Campuses (hereinafter referred to as "Host Site") for the production, promotion, co-management and execution of the ACUI Collegiate 9-Ball Championships in 2010 and 2011 (hereinafter referred to as Event). This event highlights the top collegiate cueists in a double elimination 9-Ball format. Competitors are selected through qualifying events held at various locations earlier in the year.

### *Event requirements*

#### **Project Objectives**

Plan, coordinate and execute a professional tournament that:

- Maintains and enhances the image of billiards and ACUI
- Attracts the top collegiate student cue athletes from around the United States
- Attracts national sponsorships from both in and outside the billiard industry
- Promises excitement and high levels of competition and execution
- Is professional in every aspect of promotion and execution
- Meets the financial and budget requirements of ACUI and the Host Site

#### **Host Site Recommendations**

- At least eight 4.5' x 9' professional competition pool tables
- A certified table mechanic to inspect the tables within one week of the tournament and approve playability.
- If cloth is not playable and sponsorship is not secured, provide an experienced staff member to re-felt the tables with the approved cloth. If sponsor or host cannot provide the needed cloth, the program budget will bear the cost to do so.
- Practice space, time, and equipment for participants, at no charge, for the duration of the Event.
- Host Site agrees to supply an adequate number of lights in excess of the tables to properly illuminate the playing area for acceptable quality for conducting tournament billiard play.
  - Ideally, a minimum of 56.4-foot candles at the center of table, 44.0-foot candles at the head and foot spots, 29-foot candles at headspot/footspot line, against long rail, and 24-foot candles in jaws of pockets over tables.
- The proper set-up of the equipment and the Event room prior to the start of the event and the proper and complete teardown of the equipment and the Event room at the end of the Event.
- Periodic maintenance of the equipment during the Event. Such maintenance shall include, but shall not be limited to, cleaning and inspecting all equipment and immediately performing all necessary repair or maintenance of all equipment during all hours of scheduled play during the Event.
- On-call technician to handle any problems during the course of the Event that the Host Site staff is not certified to handle.

### *Event Elements*

**Event Schedule** – The ideal tournament schedule will include:

#### **Friday**

Morning/early afternoon – Travel, arrival, and practice

3 p.m. – Mandatory player meeting

4 p.m., 6 p.m. – First rounds of matches

8 p.m. – Preliminary rounds

#### **Saturday**

9 a.m. – Practice

10 a.m., Noon, 2 p.m., 4 p.m. – Preliminary rounds continued

5:30 p.m. – Dinner break

7 p.m., 9 p.m. – Advanced rounds

#### **Sunday**

9 a.m. – Practice

10 a.m. – Semi-finals and Finals

Noon – Dinner/banquet with Awards

Afternoon players depart

**Event Sponsorship** – ACUI will manage solicitation for balls, cloth, chalk and prizes. ACUI agrees not to solicit sponsorships outside the billiard industry that may conflict with current Host Site sponsorships. ACUI will consider the host site a sponsor of the event and allocate benefits appropriately.

**Promotion** – The Host Site will work with ACUI to develop and execute a comprehensive promotional plan for local PR. This includes pre and post event communications.

**Staffing** – ACUI will provide a Tournament Director, Assistant Coordinator and Referees. The Host Site will hire, train, manage and pay, if necessary, staff/volunteers to conduct tournament and facility operations and assist Event staff in other administrative duties.

**Payment** – ACUI will reimburse the Host Site within 30 days of event once provided with any necessary invoices. Host Site will obtain ownership of the any donated billiards specific products once the Event is concluded.

**Planning** – The Host Site will submit to ACUI, in a timely manner, a detailed schedule of all elements required to plan and execute a successful Event.

**Cooperation** – The Host Site will cooperate with ACUI in producing a successful championship Event.

## *Proposals*

A successful proposal will have the following elements/characteristics:

**Time** – The proposal will be received by ACUI on or before April 7 and accommodate a June-Aug weekend for the tournament event.

**Experience** – The proposal will include a demonstrated ability to produce a championship-level billiard tournament. Volunteer and institutional support should be highlighted.

**Details** – The proposal will include all relevant details covering the Event elements listed above. Please address condition, age, and brand of tables to be used for the tournament. Photos of the area of play are recommended.

**Additions** – The proposal may include any additions that the potential Host Site wishes to include that would make the event as successful as possible including local convention and visitor bureau contacts for hotel and transportation arrangements.

**Flexibility** – ACUI is currently establishing dates for the 2010 and 2011 events and will work with Host Site to determine the most suitable schedule.

**Requirements** – The proposal will include all requirements (please include timeline) the potential Host Site had for ACUI including, but not limited to:

- Tournament information.
- Tournament equipment, space, seating, banquet rooms and electrical support.
- Hotel accommodations (closest proximity to Host Site).
- Beverage/food sites and hours of operation.
- Vendor space.

Proposals are due via e-mail not later than 5 p.m. Eastern on April 16, 2010 to [mjsmith1@acui.org](mailto:mjsmith1@acui.org) and will be reviewed by the recreation and leisure activities committee including the ACUI international 9-ball tournament director.