

				FIL	HC	PC	Schedule	Reference	Units	Location
				FIL HC: Host Country PC: Participating Country			Schedule: Timeline or Due Dates	Reference: Supporting Documentation	Units: Fine imposed for non-compliance	
<b>1 Organization</b>										
<b>1.1 Naming Rights</b>										
	1.1.1	Any "Naming Rights" to be included as part of a major sponsorship for a FIL World Event shall be known as the "FIL..... WORLD CUP/CHAMPIONSHIP" (subject to approval by the FIL Board). The host country is responsible for seeking sponsorship. If a major sponsor is granted, FIL will have final approval of the name.		•	•			<a href="#">World Event Contract</a>		<a href="http://www.filacrosse.com">www.filacrosse.com</a>
	1.1.2	The Senior Championship shall be known as the 'FIL 20XX WORLD CUP'. It is the responsibility of the host country to promote this Championship under the banner of the FIL.		•	•			<a href="#">World Event Contract</a>		<a href="http://www.filacrosse.com">www.filacrosse.com</a>
	1.1.3	The U19 Championship shall be known as the "FIL 20XX U19 WORLD CHAMPIONSHIP". It is the responsibility of the host country to promote this Championship under the banner of the FIL.		•	•			<a href="#">World Event Contract</a>		<a href="http://www.filacrosse.com">www.filacrosse.com</a>
<b>1.2 Timing</b>										
	1.2.1	The Senior World Cup will be conducted every 4 years.		•						Appendix 19 – World Cup History
	1.2.2	The U19 World Championship will be conducted every 2 years following the World Cup.		•						Appendix 19 – World Championship History
<b>1.3 Selection of host country and location</b>										
	1.3.1	Countries interested in hosting a world event must complete the World event bid and submit by the due date.		•	•	•	1 December 5 years prior to the year of competition	<a href="#">World Event Bid Template World Event Dates</a>		<a href="http://www.filacrosse.com">www.filacrosse.com</a>
<b>1.4 Country Eligibility</b>										
	1.4.1	A country must be a member of the FIL for at least two years prior to participating in a world event. A full member country is eligible to compete for the championship trophy. An associate member can participate in the event, however, will not be eligible to play in the play off rounds.		•	•	•	2 years pre-event	<a href="#">Membership</a>		<a href="http://www.filacrosse.com">www.filacrosse.com</a>
<b>1.5 Invitation to Attend</b>										
	1.5.1	It is the host responsibility to work with FIL to set the exact dates not later than 1 June, 2 years prior to the world event, with dates included in the invitation.		•	•		1 June - 2 years pre-event			
	1.5.2	FIL, in liaison with the host country, will send 'invitations to participate' to all FIL members no later than 1 June, 2 years prior to a world event. The invitation will include a form to accept the rules and regulations governing the world event (Acceptance form), a Country Contact form and payment of funds information.		•	•	•	1 June - 2 years pre-event	<a href="#">Acceptance Form</a> <a href="#">Country Contact Form</a>		<a href="http://www.filacrosse.com">www.filacrosse.com</a>
<b>1.6 Team Entries</b>										
	1.6.1	A country's First National Team is the only team allowed to participate in the FIL world event.								
<b>1.7 Cost of entry (Entry Fee)</b>										
	1.7.1	The event entry fee will be determined and retained by FIL and advised in the invitation. All payments should be forwarded to the FIL Finance Director, or deposited electronically.		•	•	•				
	1.7.2	Consideration may be given to first time entrants to a world event. Upon written request, the FIL Board may authorize a reduction of up to 50% of the entry fee. Full participation in cost sharing of officials will still be required.		•	•	•				

			FIL	HC	PC	Schedule	Reference	Units	Location
	1.7.3	A country defaulting during the six months immediately prior to a world event will forfeit its entry fee.	•	•	•				
	1.7.4	It is the responsibility of each country wishing to compete to complete the Acceptance form and Country Contact form within 2 months from the invitation being sent to the FIL Women's Competitions Chair. After receiving these forms, an invoice will be issued for 50% of the entry fee which will be due not later than 60 days following receipt of the invoice. The entry fee will be paid either electronically or to the FIL Finance Director. A second invoice for the remaining 50% will be issued due by 31 January in the year of competition.			•	Not later than 60 days following receipt of the invoice			<a href="http://www.filacrosse.com">www.filacrosse.com</a>
<b>1.8</b>	<b>Late Entries</b>								
	1.8.1	Late entries from new member countries may be accepted by FIL in consultation with the host country up to one year prior to a world event on a negotiated cost basis, unless replacing a withdrawing country. Any late entry(ies) must be submitted to the Women's Sector for a decision on participation.	•	•	•				
	1.8.2	Late entrants may face other additional costs as determined by FIL or the host country.	•	•	•				
<b>1.9</b>	<b>Player Eligibility</b>								
	1.9.1	Eligibility to participate will be determined by compliance with the FIL Eligibility Criteria.					<a href="#">Player Eligibility</a>		
<b>1.10</b>	<b>U19 Only Player Eligibility</b>								
	1.10.1	U19 Only: Competitors must be under the age of 19 as of 31 August in the year prior to the world event.					<a href="#">Player Eligibility Criteria</a>		
<b>1.11</b>	<b>Code of Conduct</b>								
	1.11.1	It is each country's responsibility to abide by the FIL Code of Conduct. It is the countries' responsibility to bring signed Code of Conduct forms for all team members to the first Managers meeting at the world event.	•	•	•		<a href="#">Code of Conduct</a>		
<b>1.12</b>	<b>Medical Treatment Authority</b>								
	1.12.1	It is the countries' responsibility to bring a signed Player Agreement form for all players to the first Managers meeting at the world event. If U19, the Player Agreement form must also be signed by the parent/guardian.	•	•	•		<a href="#">Player Agreement Form</a>		
<b>1.13</b>	<b>Anti Doping</b>								
	1.13.1	It is FIL's responsibility: - to include in the Acceptance form an acknowledgement that a country will abide by FIL drug testing regulations upon accepting the invitation. - to give to all countries a clear advance statement of the situation that will be in force regarding drug testing	•				<a href="#">Anti Doping Policy</a>		
	1.13.2	It is the host country's responsibility to: - advise the FIL of any/exact drug testing procedures no later than 2 months (or as soon as the host country is notified) prior to the world event.		•		2 months pre-event	<a href="#">Anti Doping Policy</a>		
	1.13.3	The Women's Competitions Chair will communicate at least 2 months prior to commencement of world event of any drug testing that may take place and conditions.	•			2 months pre-event	<a href="#">Anti Doping Policy</a>		
	1.13.4	It is the countries' responsibility to: - agree to abide by the FIL Anti Doping Policy or decline the invitation to participate. - ensure they are conversant with the FIL Anti Doping Policy including the list of Prohibited substances and methods issued by the World Anti-Doping Agency - Submit athlete TUE (Therapeutic Use Exemption) forms at least 1month prior to the world event to the Women's Competition Chair			•	1 month pre-event	<a href="#">Anti Doping Policy</a>		
<b>1.14</b>	<b>Communication</b>								

			FIL	HC	PC	Schedule	Reference	Units	Location
	1.14.1	It is the responsibility of FIL, the host country and participating countries to be punctual with all communications and to meet stipulated deadlines.	•	•	•				
	1.14.2	Fax and e-mail signatures are deemed valid.							
<b>1.15</b>	<b>Non-Compliance</b>								
	1.15.1	The host country and participating countries must abide by the FIL Women's World Event Bylaws. A penalty may be imposed on any country for non-compliance with World Event Bylaws. Penalties will be determined by the FIL Board, and may take several forms including financial. A financial penalty is defined in units. The amount of 1 unit will be determined by the Board at each General Assembly. Documentation regarding penalties (e.g invoices) will be advised following breaches.	•	•	•		<a href="#">Unit Determination</a>		<a href="http://www.filacrosse.com">www.filacrosse.com</a>
<b>1.16</b>	<b>Damages</b>								
	1.16.1	It is the host country's responsibility to report any charges/damages/ to the FIL Board up to 90 days after the completion of the event. A decision on these damages will be made, with countries advised not more than 30 days following submission to FIL. Any damages or charges must be paid prior to any future world event participation, including women's or men's events.	•	•	•	up to 3 months post-event			
<b>2</b>	<b>Conduct of Tournament</b>								
<b>2.1</b>	<b>Playing Rules</b>								
	2.1.1	All world events will be conducted as per current FIL Women's Rules and Tournament Rules. It is the responsibility of the host country and each participating country to be fully conversant with all FIL Rules and Women's Tournament Rules and Procedures.	•	•	•		FIL Women's Rule Book		
<b>2.2</b>	<b>Field Size</b>								
	2.2.1	The size of the field is determined by current FIL Women's Rules. It is the host country's responsibility to mark the game fields with correct lines as defined in the current FIL Women's Rules book.	•	•	•		FIL Women's Rule Book		
<b>2.3</b>	<b>The Team</b>								
	2.3.1	<b>Players:</b> A team may consist of a maximum of 18 players once the event begins. A team may bring up to 2 additional players to train with the team prior to managers' meeting where the final roster is confirmed. The 2 additional players may remain with the team for the duration of the event.	•	•	•				
	2.3.2	<b>Staff:</b> Each country may have a staff of 6 which must include one person trained in the physical care of their athletes (for example, a physiotherapist, athletic trainer). Failure to include this member will result in liaison with the host country for provision of same at the country's own expense.  Each country may also include a licensed medical practitioner as a 7th staff member (for example, a doctor, general practitioner, nurse or equivalent).	•	•	•				Appendix 21 - definition of medical practitioner
	2.3.3	<b>Interpreter:</b> An interpreter may be utilized by countries where English is not the first language. This staff member will be in addition to the staff identified in 2.3.2.  Countries must report the use of this person to the Women's Competition Chair at the first Manager's meeting.							

			FIL	HC	PC	Schedule	Reference	Units	Location
	2.3.4	<p><b>Total team:</b> A maximum of 25 (18 players plus 7 staff) may be on the sidelines of a game if the team has a licensed medical practitioner. The maximum is 24 (18 players plus 6 staff) without a licensed medical practitioner. (An interpreter is above and beyond this number)</p> <p>Player and staff names are to be confirmed at the first Managers' meeting, held one day prior to the first game of the event. No player or staff may be added to any team following the conclusion of the first Managers' meeting.</p>				1 day pre-event			
<b>2.4</b>	<b>Playing Uniform</b>								
	2.4.1	All uniforms must be in line with requirements in FIL rules and include the FIL patch.	•	•	•		See FIL Women's Rule Book		
	2.4.2	It is each country's responsibility to advise the Women's Competition Chair of exact uniform details, including a picture of the playing uniform no later than 6 months prior to the world event.	•	•	•	6 months pre-event			
	2.4.3	Teams are required to bring shirts (home and away) to the first managers' meeting. If a shirt is non-compliant the offending country will be required to have plain shirts printed at their cost, and be ready for their first day of play.	•	•	•				
	2.4.4	Each team must have 2 "blood" shirts in each color available.	•	•	•				
<b>2.5</b>	<b>Playing Numbers</b>								
	2.5.1	Numbers on the players' uniforms may be between 1-40 and must meet the size dimensions in the FIL Rule book.	•	•	•				
<b>2.6</b>	<b>Captain's Armbands</b>								
	2.6.1	Each team shall designate one speaking Captain for the game. The designated Captain may choose to wear a distinctive armband. The Captain's number shall be noted in the official Score Book.	•	•	•				
<b>2.7</b>	<b>Playing Ball</b>								
	2.7.1	The color of the ball to be used for the world event is determined in accordance with the FIL Women's Tournament Rules.	•	•	•				
<b>2.8</b>	<b>Duration</b>								
	2.8.1	The tournament shall be not less than 10 and not more than 14 days from the first day of play to the final day of play, depending on the number of teams competing.		•					
<b>2.9</b>	<b>Schedule</b>								
	2.9.1	The FIL Women's Competitions Committee, in consultation with the Officiating Chair and the Women's Director, will determine the tournament schedule subject to the number of competing countries.	•						Appendix 3 - Schedule Options
	2.9.2	If the tournament is for 10 days, the schedule should include at least one rest day, and ideally this is to be the same rest day for all teams. It is preferable that no team have their only rest day on the Opening Day. If the tournament is between 11-14 days, the schedule should include at least two rest days, and ideally, these be the same rest day for all teams. If the rest day is not common to all teams, the individual team rest day is to rotate from world event to world event.	•						
	2.9.3	The daily schedule must allow sufficient time for all matches to be played to a clear winner.	•				See FIL Women's Rule Book (24F5 and F6)		
	2.9.4	The first game of the day must not commence before 9am. The final game of the day must not commence later than 8pm.							

			FIL	HC	PC	Schedule	Reference	Units	Location
	2.9.5	The schedule must be as even as possible, with a balance of late/early matches.	•						
	2.9.6	Each team will participate in not more than one game per day.	•	•	•				
	2.9.7	Night games may be included in game schedule. Ideally, countries should play equal number of matches under lights.	•	•	•				
	2.9.8	The Women's Competition Chair will liaise with the host country and circulate to all countries at least 6 months prior to the event for comments.	•			6 months pre-event			
	2.9.9	It is the responsibility of each country to advise the Women's Competitions Chair of comments/suggested alterations to schedule 5 months prior to the event.			•	5 months pre-event			
	2.9.10	The final schedule will be ratified by the Women's Sector and circulated 4 months prior to the world event.	•			4 months pre-event			
<b>2.10 Postponed Games</b>									
	2.10.1	The final decision to postpone games is to be made by the assigned Technical Delegate, the World Event Co-ordinator, the Women's Competition Chair and the head grounds person.	•	•					
	2.10.2	The schedule will include provision for postponed games in the schedule.		•					
<b>2.11 Pre- match schedule</b>									
	2.11.1	It is the host country's responsibility to: - ensure all bench officials have written instructions of pre-match schedule - provide timers and scorers - prepare a proposal of pre-game line-up and to inform dignitaries in advance of requirements to participate		•					Appendix 4.1 - Pre-match schedule
<b>2.12 Post match schedule</b>									
	2.12.1	It is the host country's responsibility to prepare the post match schedule and to inform dignitaries in advance of requirements to participate.	•	•	•				Appendix 4.2 - Post-match schedule
<b>2.13 Points and ladder calculation</b>									
	2.13.1	A points system will be used for round robin and knock-out pool play with all matches being played to a clear winner. Win = 2 points Loss = 0 points	•	•	•				
	2.13.2	The final standings for knock-out play will be determined by points. In the event of a tie, the tie will be broken by the result of the head-to-head meeting between the teams. In the event of a tie, the goal differential formula will be used as per FIL Women's rules.	•	•	•				Appendix 7 - Points Allocation
<b>2.14 Practice Schedule</b>									
	2.14.1	Practice fields must be the same surface as games where possible.		•					
	2.14.2	Practice goals must be supplied at site of games, preferably two goals per team.		•					
	2.14.3	It is the host country's responsibility to solicit practice schedule requests from the countries within three months prior to the world event and to advise countries and FIL Women's Competition Chair of the final practice schedule 2 months prior to the event.		•		3 months pre-event and 2 months pre-event			
	2.14.4	It is each country's responsibility to upon receiving the proposed practice schedule to confirm acceptance/non-acceptance of proposed schedule to the host country with opportunity to comment.			•				
	2.14.5	Only the official team members are allowed on the practice field from the time the final roster is confirmed at the managers' meeting until the end of the event.			•				

			FIL	HC	PC	Schedule	Reference	Units	Location
<b>2.15</b>	<b>Venue</b>								
	2.15.1	It is the responsibility of the host country to schedule the locker rooms including toilets to ensure that only one team is in the locker room at any one time. Locker rooms will be secure for team members only.		•					
	2.15.2	Any team member may leave the field at any time during the game to go to the secure locker room.			•				
	2.15.3	It is the responsibility of the host country to provide shelters on the pitch for teams and officials.		•					
<b>2.16</b>	<b>Meetings</b>								
	2.16.1	<b>Coaches:</b> The first (pre-event) Coaches' meeting is to be scheduled one day prior to the first game of the event. Each team is to be represented, preferably, and at a minimum, by the Head Coach. The meeting shall be co- chaired by the FIL Chair of Officiating and Chair of Competition. It is the responsibility of the host country to schedule day, time and venue for meeting and advise accordingly.	•	•	•	1 day pre-event			Appendix 8.2 - Coaches Meetings
	2.16.2	<b>Coaches:</b> At least one more ('in-event') Coaches meeting is to be scheduled during the competition. The first of these meetings shall be held at the conclusion of play on Day 2. Each team is to be represented, preferably, and at a minimum, by the Head Coach. The meeting shall be co-chaired by the FIL Chair of Officiating and Chair of Competition. It is the responsibility of the host country to schedule day, time and venue for meeting and advise accordingly. If any additional meetings are required, they shall be determined by the FIL Chair of Officiating and Chair of Competition and advised accordingly.	•	•	•	2nd day of event			
	2.16.3	<b>Managers:</b> The first (pre-event) Managers meeting is to be scheduled one day prior to the first game of the event. Each team is to be represented, preferably, and at a minimum, by the Manager. The meeting shall be co-chaired by the Event Coordinator and the FIL Chair of Competition. It is the responsibility of the host country to schedule day, time and venue for meeting and advise accordingly. The team including players and staff are to be confirmed in writing at this meeting. No changes can be made to this list once submitted.	•	•	•	1 day pre-event			Appendix 8.3 - Managers Meetings
	2.16.4	<b>Managers:</b> At least one more ('in-event') Managers meeting is to be scheduled during the competition. The first of these meetings shall be held at the conclusion of play on Day 2. Each team is to be represented, preferably, and at a minimum, by the Manager. The meeting shall be co-chaired by the Event Coordinator and the FIL Chair of Competition. It is the responsibility of the host country to schedule day, time and venue for meeting and advise accordingly. If any additional meetings are required, they shall be determined by the FIL Chair of Officiating and Chair of Competition and advised accordingly.	•	•	•	2nd day of event			Appendix 8.3 - Managers Meetings
<b>2.17</b>	<b>Scoreboard and Clock</b>								
	2.17.1	It is the responsibility of the host country to provide scoreboard and clock. Countries should be identified on or by the scoreboard. Both scoreboard and clock must be clearly visible. Clock, showing elapsed time, must be positioned for easy sighting by players and officials (and spectators) if possible.		•					
<b>2.18</b>	<b>Insurance</b>								
	2.18.1	No responsibility for insurance of players, officials or spectators, will be taken by the FIL. It is the responsibility of the host country to acquire site and liability insurance and consider cancellation insurance. It is recommended that each country have insurance to cover travel, baggage and medical insurance for their own players, officials and spectators and for players to have player liability coverage.		•	•				
<b>2.19</b>	<b>Filming</b>								

			FIL	HC	PC	Schedule	Reference	Units	Location
	2.19.1	<b>During Practices:</b> Filming is permitted under certain conditions. Practices will defined as open or closed (dependent upon the nature of the facility). Filming may occur at an open session, where the public has free entry. No filming may take place during a closed session, where public entry will be denied.			•				
	2.19.2	<b>During Matches:</b> It is the responsibility of the host country to provide a safe, secure media station for filming of matches, separate/away from the spectators and teams. During each game, each competing team will be permitted a maximum of 2 people to film from the official filming position. See Videoing section 6.9.		•	•				
<b>2.20</b>	<b>Wireless Communication</b>								
	2.20.1	The use of wireless communication on the sideline is banned. Technical Delegates are responsible for supervising the ban of wireless communication.	•						
<b>2.21</b>	<b>Gift exchange</b>								
	2.21.1	It is each country's responsibility to have sufficient gifts (pins or equivalent) for exchange for: <ul style="list-style-type: none"> <li>- each team played at the event</li> <li>- Officials (Umpires and Technical Delegates)</li> <li>- Presidential Party</li> <li>- Host country</li> <li>- Visiting dignitaries</li> </ul>			•				
<b>3</b>	<b>Organizing Personnel</b>								
<b>3.1</b>	<b>World Event Co-ordinator</b>								
	3.1.1	The host country must appoint a world event Coordinator at least three years prior to the World event.		•		At least 3 years pre-event			
	3.1.2	FIL will invite the world event Coordinator to the Women's Sector meetings for two years prior to the world event as an "invited guest" (cost to be borne by host country, not FIL).	•						
<b>3.2</b>	<b>Liaison Officers</b>								
	3.2.1	It is the responsibility of the host country to appoint a separate Liaison Officer to each country and brief on job requirements.		•					Appendix 14 - Duties & Responsibilities Team Liaison
	3.2.2	The host country must provide contact details of the respective Liaison Officers to participating countries at least 6 months prior to the event.		•		6 months pre-event			
<b>3.3</b>	<b>Presidential Party</b>								
	3.3.1	The Presidential Party consists of: <ul style="list-style-type: none"> <li>- FIL Board (6)</li> <li>- FIL Women's Chairs (3)</li> <li>- Country Presidents</li> <li>- Coordinator of the next Women's World Event</li> </ul>							
<b>3.4</b>	<b>Tournament Medical Staff</b>								
	3.4.1	It is the responsibility of the host country to provide athletic trainer/ physiotherapist care for the umpires. This cost to be shared among all participating countries. See 2.3.2 .		•					
<b>4</b>	<b>Officials (Umpires and Technical Delegates)</b>								
<b>4.1</b>	<b>Umpire/Technical Delegate selection</b>								

			FIL	HC	PC	Schedule	Reference	Units	Location
	4.1.1	The number of umpires/alternate umpires/technical delegates-TDs appointed (all collectively known as 'the officials') should be relevant to the number of teams playing and pitches used. At least 1 umpire alternate shall attend in case of injury. The TDs shall consist of the FIL Women's Officiating Chair and others who must hold a minimum of a National umpire rating. At least 2 of the total of TDs must hold an international rating.	•		•				Appendix 5.1 - Umpires - Selection
	4.1.2	<b>Affiliation of Country:</b> An umpire's affiliation shall be based on either: a) the country where the umpire lives more than 51% of the calendar year OR b) the country which awarded the umpire his/her first national rating. A national rating shall be defined as the highest rating awarded by a country. An umpire must make this designation of affiliation by January 1 of the year prior to the year of the World Event. This designation of affiliation must be in writing and signed by the umpire and the President of the Lacrosse Association of the country being designated.			•	1 January - in year prior to event			
	4.1.3	<b>Umpire selection:</b> All member countries having at least one accredited umpire shall be invited to nominate one umpire. Participating countries having more than one accredited umpire can submit a list of their remaining accredited, available umpires in rank order to the FIL Women's Officials Chair by 1 November in the year prior to the world event.	•		•	1 November - in year prior to event			
	4.1.4	<b>TD selection:</b> All member countries having at least one accredited umpire shall be invited to nominate one or more Technical Delegates to the FIL Women's Officials Chair by 1 November in the year prior to the world event.				November 1st - in year prior to event			
	4.1.5	Officials will be ratified at the FIL Women's Sector meeting at least 4 months prior to the world event.	•			4 months pre-event			
	4.1.6	Officials uniform to be determined by FIL Women's Rules.	•				See FIL Women's Rule Book		
<b>4.2</b>	<b>Selection for Finals</b>								
	4.2.1	Umpire selection for finals will be overseen by the Head Technical Delegate. Input may be sought from Technical Delegates, Umpires and Coaches.	•	•	•				Appendix 5.2 - Umpires - Finals
<b>4.3</b>	<b>Official Costs/Expenses</b>								
	4.3.1	The host country will provide and pay for 100% of accommodation, as well as breakfast and lunch for the Officials. This will include one night after closing of World Event. The host country shall arrange the accommodation.		•					
	4.3.2	Direct transport for the officials are to be shared equally by all participating countries, including the pre-event Officiating clinic.							
	4.3.3	All countries must submit accounts and receipts of officials travel to/from a world event to the FIL Director of Finance as soon as known. FIL Director of Finance to reimburse countries at earliest opportunity and issue cost sharing invoices.			•				
<b>4.4</b>	<b>FIL Pre-World Event Officiating Clinic</b>								
	4.4.1	The FIL Pre-World Event Officials Clinic will be held 2 days prior to start of a world event.	•	•	•	2 days pre-event			
	4.4.2	It is the responsibility of the host country to make arrangements for accommodation for 2 nights and 3 meals per day for all officials selected for world event.		•					
<b>4.5</b>	<b>Officials meetings</b>								
	4.5.1	Officials will meet daily during the World event.	•						Appendix 8.1 - Officials Meetings
<b>4.6</b>	<b>Table Officials (Scorers and Timers)</b>								

			FIL	HC	PC	Schedule	Reference	Units	Location
	4.6.1	It is the responsibility of the host country to provide Table Officials (at least 3 per field) and to make sure they are fully conversant with the FIL Rules. It is the responsibility of the host country to provide the Table Officials with breakfast and lunch and accommodation (if they are not local) at the host country expense.		•					
	4.6.2	It is the responsibility of the Head Table Official to ensure a copy of all score sheets are given to the Women's Competition Chair and Women's Officials Chair at the completion of each days play.	•	•					
<b>4.7</b>	<b>Ball Girls/Boys</b>								
	4.7.1	It is the responsibility of the host country to: supply ball persons; brief them on the rules of the game; set a standard uniform; and provide appropriate protective equipment if required.	•	•	•				
<b>5</b>	<b>Hospitality</b>								
<b>5.1</b>	<b>Accommodation</b>								
	5.1.1	The FIL is to pay 100% of accommodation for the FIL Board and Women's Competitions Chair. This shall include not more than two nights prior to first match and one night after closing of the world event. The host country shall arrange the accommodation.	•	•					
	5.1.2	All countries are responsible for 100% of the cost of accommodation for their team and Country President. The host country shall arrange the accommodation.			•				
	5.1.3	The following to be housed together: - Teams with Liaison Officers - Officials - FIL Board - Country Presidents Note: The teams must be housed separately from the Officials, FIL Board and Country Presidents.		•					
	5.1.4	The following to be made available: - individual team meeting rooms with TV viewing and IT facilities - lounge area, preferably one per team - central message board - security - adequate telephone and IT facilities		•					
	5.1.5	There must be: - a bed for each person - desirably not more than 2 people per room - a bathroom between not more than 4 people - laundry facilities available		•					
	5.1.6	Spectators cannot be housed with teams, officials or FIL.		•					
<b>5.2</b>	<b>Meals</b>								
	5.2.1	FIL is to pay for breakfast and lunch for the FIL Board and Women's Competitions Chair.	•						
	5.2.2	It is the responsibility of the host country to: - arrange for provision of meals/meal package options - ensure meals are nutritionally balanced and culturally acceptable - request that 'special' dietary needs be advised by countries not later than 90 days prior to the event		•		Not later than 3 months pre-event			
	5.2.3	All countries are responsible for 100% of the cost of meals for their team and Country President.			•				

			FIL	HC	PC	Schedule	Reference	Units	Location
	5.2.4	It is the responsibility of each country to advise the host country no later than 90 days prior to the world event of the special dietary requirements in their party.(ie., vegetarian)				Not later than 3 months pre-event			
<b>5.3 Transportation</b>									
	5.3.1	The host country will arrange and pay for transportation from arrival point to tournament residence and from residence to departure point (if leaving immediately following the Championship) for: <ul style="list-style-type: none"> <li>- Presidential party</li> <li>- Teams</li> <li>- Officials (umpires and technical delegates)</li> <li>- VIPs/Past FIL Presidents/FIL Life Members</li> <li>- Score table personnel including announcers if coming from outside host city</li> </ul>							
	5.3.2	The host country will provide transportation for teams to games and official functions as required. It is preferable that teams have their own buses. If sharing buses, match opponents on that given day <u>must not travel with each other.</u>							
	5.3.3	It is the responsibility of each country to advise the host country of exact details of arrival of team and officials - arrival point, date, time and mode of arrival. If a visiting team does not meet the deadline for informing the host country of arrival times, they risk forfeiting their right to transportation.				3 months pre-event			
<b>5.4 Refreshments &amp; Ice Baths</b>									
	5.4.1	It is the responsibility of the host country to: <ul style="list-style-type: none"> <li>- provide injury ice and water at the playing venue 30 minutes prior to the commencement of each match, following each match, and to be replenished throughout the daily schedule.</li> <li>- provide 6 ice baths for each team at 15°C /59°F immediately following practices and games.</li> </ul>							
	5.4.2	It is the responsibility of each country to notify the host country of additional ice orders within the specified time. Extra ice ordered by teams above the contracted amount will be billed to the individual countries.							
<b>5.5 Meeting Rooms</b>									
	5.5.1	It is the responsibility of the host country to have meeting rooms available for teams and officials with <u>video/dvd facilities.</u>							
	5.5.2	It is the responsibility of the host country to schedule allocation of rooms and times, following <u>requests provided from countries.</u>							
	5.5.3	It is the responsibility of each country to liaise with the world event Coordinator/designated person if <u>any changes are required.</u>							
<b>6 Publicity and Promotions</b>									
<b>6.1 Media Coverage</b>									
	6.1.1	It is the responsibility of the host country to: <ul style="list-style-type: none"> <li>- appoint a media co-ordinator for the event who is conversant with the FIL Bylaws.</li> <li>- publicize the world event within own country both pre tournament and during the tournament.</li> <li>- provide IT facilities for use by country media officers</li> <li>- inform competing countries of media coverage expected to maximize media link-up opportunities.</li> <li>- utilize all media sources including notifying international news services, eg Reuters, with results as tournament progresses.</li> </ul>							

			FIL	HC	PC	Schedule	Reference	Units	Location
	6.1.2	It is the responsibility of each country to: - inform host of official media representatives as soon as known. - be responsible for pre-event media promotion in their own country			•	1 month pre-event			
<b>6.2</b>	<b>Programme</b>								
	6.2.1	It is the responsibility of the host country to publish an event programme.		•					Appendix 9 - Programme
	6.2.2	It is the responsibility of the host country to advise the countries of the information required and dates. The Chair of Competition must be provided with draft prior to finalization and printing.		•	•				
	6.2.3	It is the responsibility of each country to meet all deadline requirements.			•				
<b>6.3</b>	<b>FIL Logo</b>								
	6.3.1	The FIL logo is to be displayed on all officials' and players' uniforms for the world event. Placement of the logo on players' uniforms is the lower left or right thigh edge of skirt.	•		•				
	6.3.2	An electronic logo will be provided to each country's Team contact upon payment of the entry fee.	•		•				
	6.3.3	The FIL logo may not be used on sales items without written permission of FIL.	•	•	•		<a href="#">FIL World Event Contract</a>		<a href="http://www.filacrosse.com">www.filacrosse.com</a>
<b>6.4</b>	<b>Sales Items</b>								
	6.4.1	It is the responsibility of the host to provide at no charge to each country, World Event Committee, and FIL, the necessary facility to sell items. Sales items are the choice of each country. A country will confirm that they will require space to sell items by not later than 3 months prior to the event.	•	•	•	3 months pre-event			
	6.4.2	It is the responsibility of the host country to permit/sell "sales space" to others, eg sponsors as well as ensure "sales area" is adequate, with provision for security.		•					
<b>6.5</b>	<b>Sponsored Items</b>								
	6.5.1	Sponsored items to be worn/used/ promoted by participating countries must be advised to the host country no later than 6 months before the world event. Where such items may conflict with a country sponsored items, the latter shall prevail.	•	•	•	6 months pre-event			
<b>6.6</b>	<b>Championship Signage</b>								
	6.6.1	The right to secure world event signage is offered first to the host country. If host country denies offer, FIL may seek signage rights.	•	•					
	6.6.2	It is the responsibility of the host country to inform FIL and countries of world event signage agreements and associated contractual obligations at least 6 months pre-event, or whenever known.		•		6 months pre-event			
	6.6.3	It is the responsibility of each country to comply with host country signage contractual obligations.			•				
<b>6.7</b>	<b>Photographic Session</b>								
	6.7.1	It is the responsibility of the host country to have photos taken preferably on the day prior to commencement of World Championship for the following: - Teams - The Officials - Presidential Party	•	•	•	1 day pre-event			
	6.7.2	Each team to be photographed <u>with</u> the World Cup or Margaret Boyd Trophy (Under19 Championship) for use in promotional material following the world event and for record. CD of photographs to be forwarded to FIL Women's Competition Chair with winners photographs to be held in FIL Archive.		•	•				

			FIL	HC	PC	Schedule	Reference	Units	Location
	6.7.3	Each country may ask for extra photos (eg with additional personnel) to be taken at their own expense. Each country has the option of having their photo taken in playing uniforms or walking out uniforms.			•				
<b>6.8 Uniform Advertising</b>									
	6.8.1	A maximum of four sponsor logos may be displayed on the field of play on the body or playing uniform (the country logo does not count as a sponsor), none of which may exceed 40 square centimeters.			•				
	6.8.2	See 6.3.1 for placement of FIL logo.			•				
	6.8.3	No tobacco advertising permitted.		•	•				
	6.8.4	No alcohol advertising is permitted at an U19 Championship.		•	•				
	6.8.5	It is the responsibility of each country to advise FIL Women's Competition Chair of any uniform advertising 3 months prior to the event.	•		•	3 months pre-event			
<b>6.9 Videos</b>									
	6.9.1	Opening and closing ceremony and all matches must be videoed. These videos are to be of the highest quality possible.	•	•					
	6.9.2	It is the responsibility of the host country to provide opportunity for coaches to review each game.		•					
	6.9.3	The host country should provide a platform for team use that will hold 2 team personnel from each team playing and the accredited official tournament media staff for TV or web casts.		•	•				
	6.9.4	Only teams participating in the game and accredited tournament media (television or web cast personnel) will be permitted in the official video area.			•				
	6.9.5	Teams scouting games during the Championship may video tape from the stands, but will not be permitted access to the official video area.		•	•				
	6.9.6	The cost of videos for member nations/individuals is to be determined by host country.		•	•				
<b>6.10 TV/Video Rights</b>									
	6.10.1	All TV/Video rights to be formalized with written agreements with the FIL	•	•					
<b>6.11 Post Game Media Policy</b>									
	6.11.1	There shall be a ten minute cool down period between the end of the game and the beginning of an interview by the media. The technical delegate or her/his appointee shall communicate the names of the players and coaches requested for interview to team managers. The losing team will be interviewed first. A maximum number of two players and one support staff maybe requested for interviewing		•	•				
	6.11.2	The requested players/coach from each country must accept the invitation to speak to the media with the exception of a medical concern.		•	•				
<b>7 Ceremonies and Functions</b>									
<b>7.1 Official Guests</b>									
	7.1.1	To include: - Teams - Officials - Presidential Party - Past FIL/IFWLA Presidents/Life Members - next World Event Coordinator - other VIPs	•	•	•				
	7.1.2	It is the responsibility of the host country to: ensure the official guest list is complete and guests are invited to the appropriate event.		•					

			FIL	HC	PC	Schedule	Reference	Units	Location
	7.1.3	It is each country's responsibility to advise the host country of VIPs from within their own country attending the world event.		•	•				
<b>7.2</b>	<b>Opening Reception</b>								
	7.2.1	Every world event should include a welcome reception.	•	•					
	7.2.2	It is the responsibility of the host country to determine the style of the reception and to advise the countries of dress code for the event.		•					
<b>7.3</b>	<b>Opening Ceremony</b>								
	7.3.1	Every world event should include an Opening Ceremony.		•					Appendix 10 - Opening Ceremony
<b>7.4</b>	<b>Closing Ceremony</b>								
	7.4.1	Every world event should include an Closing Ceremony.		•					Appendix 10 - Closing Ceremony
<b>7.5</b>	<b>World Cup Only</b>								
	7.5.1	Presentation of Wes Patterson award to be included at the Closing Ceremony.	•						
<b>7.6</b>	<b>Farewell Banquet</b>								
	7.6.1	It is the responsibility of the host country to host a function/celebration (incorporating food) at the conclusion of the world event. This celebration may take several forms including a formal sit down meal or 'stand up finger food' approach. The re-presentation of the relevant World event trophy may occur, as well as other appropriate presentations.		•					
	7.6.3	It is the responsibility of the host country to determine the cost of the function/celebration and advise countries no later than 6 months prior to the world event.		•		6 months pre-event			
	7.6.4	Costs for official team party is to be borne by individuals or their countries and paid not later than 3 months prior to the event.			•	3 months pre-event			
	7.6.5	Costs for presidential party, FIL Board, umpires and technical delegates is to be shared equally amongst participating countries.			•				
	7.6.6	It is the responsibility of each country to meet host country deadline for payment of monies.			•				
<b>8</b>	<b>Presentations</b>								
<b>8.1</b>	<b>FIL World Cup Trophy and "Margaret Boyd" Trophy (Under 19)</b>								
	8.1.1	It is the responsibility of the reigning champion to return the trophy to the next world event.			•				
	8.1.2	It is the responsibility of the reigning champion to ensure the trophy is kept clean and in good condition; transported at all times travel in the trophy box from the end of the presentation ceremony from one world event to the next. FIL recommends that insurance be taken out by the holder to cover the safety, repair and replacement costs and any other risks. The interest of FIL as the owner should be noted on such policy. Insurance details to be provided to FIL Administration.		•	•				
	8.1.3	It is the responsibility of the country holding the World Cup/Championship trophy to have the name and year engraved on it. The cost of engraving the winner's name and year is to be borne by the winning country. A replica of the trophy may be cast for the winning country for perpetuity. This will be at the cost of the winning country.			•				
	8.1.4	It is the responsibility of the host country to display the trophy during the world event and have the trophy at all official functions.		•					
<b>8.2</b>	<b>Wes Patterson Award - World Cup only</b>								
	8.2.1	FIL Women's Competition Chair to keep the perpetual award and bring to World Cup.	•	•	•		Appendix 16 - Wes Patterson Award		

			FIL	HC	PC	Schedule	Reference	Units	Location
<b>8.3</b>	<b>Medals</b>								
	8.3.1	28 gold, silver and bronze medals shall be presented to the winners, runner-up and third place teams (25 for the team personnel, 1 for Country President, 1 for winning team's National Body and 1 for FIL Archives). The striking of same will be the responsibility of FIL Women's Competition Chair. The "dye" will be held by FIL, with the Competition Chair to provide all medals to the World Championship Coordinator prior to the commencement of the Championship. Cost of medals to be born by FIL. If medal winners wish to have further engraving on medals (e.g. name/country) this is up to the individual and is at their own expense	•						
	8.3.2	All umpires and technical delegates shall be presented with a modified world event medal. This will be the responsibility of the FIL Competition Chair. Cost of medals to be borne by FIL.	•						
<b>8.4</b>	<b>Participation certificates</b>								
	8.4.1	The host country shall provide a participation certificate to all team members, umpires, technical delegates and significant others.		•					
<b>8.5</b>	<b>Match awards</b>								
	8.5.1	It is recommended that Player of the Match awards be presented. It is the responsibility of the host country to determine and provide the award. Player of the match awards to be selected by a combination of participating match table officials, coaches and umpires.		•					Appendix 18 - Player of the Match Award
<b>8.6</b>	<b>FIL World Team</b>								
	8.6.1	A FIL World Team will be selected from competing teams. A selection panel will be established by FIL in consultation with the host country. Coaches and match award judges (if relevant) to be included in the selection panel with feedback sought from Team Coaches. The team to comprise one goal keeper, 3 defense, 5 midfield and 3 attack. The type and cost of the awards will be borne by FIL.	•						
<b>8.7</b>	<b>FIL Heart of Lacrosse Award</b>								
	8.7.1	These awards shall be presented to recognize an outstanding contribution by an individual/group to the team/group selecting them. One award will be presented by each participating team, by the umpires/TDs and by the FIL Women's Sector. Nominations will be compiled by the FIL Competitions Chair. The award may take the form of a certificate, plaque or similar and the cost will be borne by FIL	•	•	•				Appendix 17 - Heart of Lacrosse Award
<b>9</b>	<b>Other</b>								
<b>9.1</b>	<b>Reports</b>								
	9.1.1	FIL is to receive a draft world event report and draft accounts from the event Coordinator (or proxy) at a date to be determined by the FIL Board.		•		Not later than 9 months post-event			
	9.1.2	FIL is to receive a final world event report and accounts from the event Coordinator (or proxy) not later than one year after the event.		•		Not later than 1 year post-event			