

February 26, 2019



National
Senior Games
Association®

AGREEMENT FOR
The 2021 National Senior Games



AGREEMENT GOVERNING THE 2021 National Senior Games

This Agreement (the "Agreement") is made, entered into, and effective as of February ____, 2019 (the "Effective Date"), by and between The U.S. National Senior Sports Organization, d/b/a The National Senior Games Association, a Florida not-for-profit corporation ("NSGA"), Broward County, a political subdivision of the State of Florida, on behalf of its Greater Fort Lauderdale Convention and Visitor's Bureau ("GFLCVB"), and International Sports & Health Associates USA LLC, a Florida limited liability company ("Local Operator") (each referred to individually as a "Party" or collectively as the "Parties").

Whereas, NSGA owns the rights to the biennial sports competition known as the National Senior Games; and,

Whereas, NSGA desires to delegate to GFLCVB and Local Operator, as set forth herein, certain responsibilities and obligations for the management and operation of the 2021 National Senior Games (the "Event" or the "Games"); and,

Whereas, GFLCVB and Local Operator desire to accept such responsibilities and obligations on the terms and conditions set forth below;

Now, therefore, in consideration of the premises and the mutual covenants and obligations contained herein, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

RESPONSIBILITIES AND OBLIGATIONS OF GFLCVB AND LOCAL OPERATOR

GFLCVB and Local Operator shall provide the respective services stated herein with respect to the Event set forth in the Appendices, which are attached and made a part hereof. The scope of the services may be modified to revise the Appendices only by signed agreement of all Parties, but the services shall continue to be governed by the provisions of this Agreement.

RESPONSIBILITIES AND OBLIGATIONS OF NSGA

NSGA shall provide the services with respect to the Event as set forth in the Appendices, which are attached and made a part hereof. The scope of the services may be modified to revise the Appendices only by signed agreement of all Parties, but the services shall continue to be governed by the provisions of this Agreement.

EVENT NAME

The name of the Event shall be the 2021 National Senior Games. No other derivations or abbreviations of this name, or similar names, may be used by the Parties for the Event at any time, whether in collateral communication or otherwise, without the express written consent of NSGA.

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EVENT DATE

The proposed dates of competition are June 11 – 24, 2021. The event date will be selected by February 15, 2019. Dates of competition and other dates for events ancillary to competition are subject to NSGA approval. After approval of this Agreement by Broward County, the Parties will schedule an official press announcement in Broward County promoting the awarding of the Games.

EVENT VENUES

Competition venues and all other event venues are subject to NSGA approval as provided in Appendices B, C & D. All venues must be confirmed and approved by NSGA no later than January 15, 2020. Following venue confirmation, monthly updates of all venues are required.

EVENT FEE AND PAYMENT

In consideration for the right to host the Event, GFLCVB will pay NSGA a total "Event Fee" of Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00), which is inclusive of the Proposal Fee and the Letter of Intent Fee.

NSGA acknowledges that as of the Effective Date, GFLCVB has paid the Proposal Fee of Five Thousand Dollars (\$5,000) and the Letter of Intent (LOI) Fee of Twenty Thousand Dollars (\$20,000), which are applied as credit towards the Two Hundred Fifty Thousand Dollars (\$250,000) cumulative Event Fee payment. Therefore, the remaining balance on the Event Fee amount is Two Hundred Twenty-Five Thousand Dollars (\$225,000).

The remaining \$225,000 of the Event Fee will be made in four (4) payments of Fifty-Six Thousand Two Hundred Fifty Dollars (\$56,250) each. The payment due dates are: (a) fifteen (15) calendar days after the Effective Date; (b) October 13, 2019; (c) June 14, 2020; and (d) February 7, 2021.

GFLCVB shall further pay to Local Operator the sum of Seven Hundred Fifty Thousand and 00/100 Dollars (\$750,000.00), which sum shall be used by Local Operator solely to defray the costs of the organizing and running of the Games. GFLCVB's payment to Local Operator shall be made as follows: (a) fifteen (15) calendar days after the Effective Date, One Hundred Thousand Dollars (\$100,000); (b) by May 31, 2019, Seventy Five Thousand Dollars (\$75,000); (c) September 30, 2019, Seventy Five Thousand Dollars (\$75,000); (d) January 31, 2020, One Hundred Thousand Dollars (\$100,000); (e) May 31, 2020, Seventy Five Thousand Dollars (\$75,000); (f) September 30, 2020, Seventy Five Thousand Dollars (\$75,000); (g) January 31, 2021 (\$100,000); and (h) a final payment of \$150,000 on the later of August 24, 2021 or when Local Operator has provided all final reports and documentation to GFLCVB required by this Agreement.

REVENUE SHARING

If Local Operator makes a net profit over Two Hundred Fifty Thousand Dollars (\$250,000.00) from the Event, Local Operator shall pay NSGA fifty percent (50%) of the net profit over \$250,000.00. Net profit is defined as the liquid assets remaining after all liabilities are settled.

Handwritten initials and signatures: "BIA", "MK", and a large signature.



Liquid asset is an asset that can be converted into cash quickly. Local Operator shall provide NSGA and GFLCVB a final financial reconciliation on or before November 15, 2021.

TERM OF AGREEMENT

Unless earlier terminated as provided for below, the term of this Agreement shall commence as of the Effective Date and terminate on July 31, 2021, or on such later date as the Parties may agree in writing and is required in order for NSGA, Local Operator, and GFLCVB to comply with all of their obligations under this Agreement. Notwithstanding anything in this Agreement to the contrary, the termination date provided in this section shall not impact any obligations which are to be performed by any Party after that date, all of which obligations survive beyond the termination date stated above.

a. Termination for Breach; Cure

This Agreement shall terminate upon written notice from a nonbreaching Party to the breaching Party given after the end of the applicable cure period in subsection (b), unless the default or breach is cured before such termination notice is delivered.

b. Cure Period

Notwithstanding anything herein to the contrary, if a Party materially breaches this Agreement, a nonbreaching Party shall provide written notice describing the nature of the breach and the steps, if any, that can reasonably be taken to cure such breach; and the breaching Party shall effect the cure within thirty (30) calendar days after receipt of such notice (unless such breach is not curable within such thirty (30) day period due to a force majeure event, in which case the breaching Party shall have as much additional time as is reasonably necessary to effectuate such cure, provided that the breaching Party commences such cure within such thirty (30) day period and thereafter prosecutes such cure to completion with reasonable diligence); provided, however:

(i) if a Party materially breaches this Agreement during the period that is less than thirty (30) days but more than fifteen (15) days prior to the Event and a nonbreaching Party provides written notice describing the nature of the breach and the steps which can reasonably be taken to cure such breach, the breaching Party shall effect the cure prior to the commencement of the Event (unless such breach is not curable prior to the commencement of the Event due to a force majeure event, in which case the breaching Party shall have as much additional time as is reasonably necessary to effectuate such cure, provided that the breaching Party commences such cure prior to the commencement of the Event and thereafter prosecutes such cure to completion with reasonable diligence); and

(ii) If a Party materially breaches this Agreement during the period beginning fifteen (15) days prior to the Event and ending seven (7) days after the Event and a nonbreaching Party provides written notice describing the nature of the breach and the steps which can reasonably be taken to cure such breach, the breaching Party shall effect the cure within forty-eight (48) hours after receipt of such notice (unless such breach is not curable within forty-eight (48) hours after receipt of such notice due to a force majeure event, in which case the breaching Party shall have as much additional time as is reasonably necessary to effectuate such cure provided that the breaching Party commences such cure within forty-

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eight (48) hours after receipt of such notice and thereafter prosecutes such cure to completion with reasonable diligence).

The foregoing cure periods may be extended on a breach-by-breach basis by the written agreement of all Parties.

LIABILITY AND INDEMNIFICATION

a. Notwithstanding anything to the contrary in this Agreement, no Party shall be responsible for a liability incurred as a result of another Party's acts or omissions in connection with this Agreement. NSGA and Local Operator (each, an "Indemnifying Party") shall indemnify, hold harmless, and defend each other, GFLCVB, and each of their respective past, present, and future officers, agents, servants, and employees (each, an "Indemnified Party") from and against any and all causes of action, demands, claims, losses, liabilities, and expenditures of any kind, including attorneys' fees, court costs, and expenses, including through the conclusion of any appellate proceedings, raised or asserted by any person or entity not a Party to this Agreement, and caused or alleged to be caused, in whole or in part, by any intentional, reckless, or negligent act or omission of the Indemnifying Party or that Indemnifying Party's officers, employees, agents, or servants, arising from, relating to, or in connection with this Agreement (collectively, a "Claim"). In the event any Claim is brought against an Indemnified Party, the applicable Indemnifying Party or Indemnifying Parties shall, upon written notice from the Indemnified Party, defend each Indemnified Party against such Claim by counsel satisfactory to the Indemnified Party or, at the Indemnified Party's option, pay for an attorney selected by the Indemnified Party (if GFLCVB, as selected by the Broward County Attorney's Office) to defend that Indemnified Party. The obligations of this section shall survive the expiration or earlier termination of this Agreement. If GFLCVB is the Indemnified Party, to the extent considered necessary by GFLCVB and the Broward County Attorney's Office, any sums due from GFLCVB to the Indemnifying Party under this Agreement may be retained by GFLCVB until all Claims subject to this indemnification obligation have been settled or otherwise resolved. Any amount withheld shall not be subject to payment of interest by GFLCVB. Nothing in this Agreement shall in any way obligate GFLCVB to defend or indemnify NSGA or Local Operator.

b. No defense or indemnity obligation shall exist: (i) if the Claim arises solely from an act or omission of the Indemnified Party that is knowingly fraudulent or deliberately dishonest or that constituted willful misconduct or gross negligence, or (ii) to the extent that such Claim is fully satisfied by a payment actually made to the Indemnified Party under a valid and collectible insurance policy, bylaw, or agreement with a third Party.

c. No Party shall be required to defend or indemnify another Party unless the provisions of this section are complied with by the Indemnified Party. The Indemnified Party shall notify in writing the Indemnifying Party of any Claim within thirty (30) days after the date the Indemnified Party has received written notice from the claimant of the Claim. The failure to provide notice within thirty (30) days shall not relieve the Indemnifying Party of its obligations hereunder unless the Indemnifying Party has been materially prejudiced by the delay, provided, however, that in all events such notice shall be provided within one hundred and eighty (180) days after the date the Indemnified Party has received written notice of the Claim.



d. Neither NSGA or Local Operator shall cause or permit their articles of incorporation or bylaws to limit the obligations in this section.

PUBLIC RECORDS, CONFIDENTIALITY AND AUDIT RIGHTS

As provided in Chapter 119, Florida Statutes, each Party shall:

- a. Keep and maintain public records required by GFLCVB to perform the services under this Agreement;
- b. Upon request from GFLCVB, provide GFLCVB with a copy of the requested records or allow the records to be inspected or copied within a reasonable time and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
- c. Ensure that public records that are exempt or confidential and exempt from public record requirements are not disclosed except as authorized by law for the duration of this Agreement and following completion or termination of this Agreement if the records are not transferred to GFLCVB; and
- d. Upon completion or termination of this Agreement, transfer to GFLCVB, at no cost, all public records in possession of NSGA and Local Operator or keep and maintain public records required by GFLCVB to perform the services. If a Party transfers the records to GFLCVB, the transferring Party shall destroy any duplicate public records that are exempt or confidential and exempt. If a Party and maintains the public records, the Party shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to GFLCVB upon request in a format that is compatible with the information technology systems of GFLCVB.

A request for public records regarding this Agreement must be made directly to GFLCVB, who will be responsible for responding to any such public records requests. Each other Party will provide any requested records in their custody, possession or control to GFLCVB to enable GFLCVB to respond to the public records request.

Any material submitted to GFLCVB that a Party contends constitutes or contains trade secrets or is otherwise exempt from production under Florida public records laws (including Chapter 119, Florida Statutes) ("Trade Secret Materials") must be separately submitted and conspicuously labeled "EXEMPT FROM PUBLIC RECORD PRODUCT – TRADE SECRET." In addition, the disclosing Party must, simultaneous with the submission of any Trade Secret Materials, provide a sworn affidavit from a person with personal knowledge attesting that the Trade Secret Materials constitute trade secrets under Section 812.081, Florida Statutes, and stating the factual basis for same. In the event that a third party submits a request to GFLCVB for records designated by a Party as Trade Secret Materials, GFLCVB shall refrain from disclosing the Trade Secret Materials, unless otherwise ordered by a court of competent jurisdiction or authorized in writing by the disclosing Party. The disclosing Party shall indemnify and defend GFLCVB and its employees and agents from any and all claims, causes of action, losses, fines, penalties, damages, judgments and liabilities of any kind, including attorneys' fees, litigation expenses, and court costs, relating to the nondisclosure of any Trade Secret Materials in response to a records request by a third party.

IF A PARTY HAS QUESTIONS REGARDING THE APPLICATION OF

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CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (954) 767-2450, SJONES@BROWARD.ORG, 101 NE 3rd AVENUE, SUITE 100, FORT LAUDERDALE, FLORIDA 33301.

AUDIT RIGHTS AND RETENTION OF RECORDS

GFLCVB shall have the right to audit the books, records, and accounts of Local Operator and its subcontractors that are related to this Agreement. Local Operator and its subcontractors shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement and performance under this Agreement. All such books, records, and accounts shall be kept in written form, or in a form capable of conversion into written form within a reasonable time, and upon request to do so, Local Operator or its subcontractors shall make same available in written form at no cost to GFLCVB.

Local Operator and its subcontractors shall preserve and make available, at reasonable times within Broward County, Florida, for examination and audit, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for at least three (3) years after expiration or termination of this Agreement or until resolution of any audit findings, whichever is longer. Any audit or inspection pursuant to this section may be performed by any GFLCVB representative (including any outside representative engaged by GFLCVB). Local Operator hereby grants GFLCVB the right to conduct such audit or review at Local Operator's place of business, if deemed appropriate by GFLCVB, with seventy-two (72) hours' advance notice.

Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for GFLCVB's disallowance and recovery of any payment upon such entry. If an audit or inspection in accordance with this section discloses overpricing or overcharges to GFLCVB of any nature by Local Operator in excess of five percent (5%) of the total contract billings reviewed by GFLCVB, the reasonable actual cost of GFLCVB's audit shall be reimbursed to GFLCVB by Local Operator in addition to adjusting for the overcharges. Any adjustments or payments due as a result of such audit or inspection shall be made within thirty (30) days after presentation of GFLCVB's findings to Local Operator.

Local Operator shall ensure that the requirements of this section are included in all agreements with its subcontractor(s).

ATHLETE WAIVERS

By August 30, 2020, the NSGA shall prepare the "Athlete Waiver/Release" form, which form must be approved by all Parties, such approval not to be unreasonably withheld or delayed. Local Operator shall ensure that each participant executes an originally executed copy of the Athlete Waiver/Release form for the Event on or before the first day of practice for the athlete's sport prior to competition in the Event.

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LAW, JURISDICTION, VENUE, WAIVER OF JURY TRIAL

This Agreement, and the rights and obligations of the Parties hereto, shall be governed by and construed in accordance with the laws of the State of Florida. The exclusive venue for any lawsuit arising from, related to, or in connection with this Agreement shall be in the state courts of the Seventeenth Judicial Circuit in and for Broward County, Florida. If any claim arising from, related to, or in connection with this Agreement must be litigated in federal court, the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. **BY ENTERING INTO THIS AGREEMENT, EACH PARTY HEREBY EXPRESSLY WAIVES ANY RIGHTS SUCH PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT. IF A PARTY FAILS TO WITHDRAW A REQUEST FOR A JURY TRIAL IN A LAWSUIT ARISING OUT OF THIS AGREEMENT AFTER WRITTEN NOTICE BY THE OTHER PARTY OF VIOLATION OF THIS SECTION, THE PARTY MAKING THE REQUEST FOR JURY TRIAL SHALL BE LIABLE FOR THE REASONABLE ATTORNEYS' FEES AND COSTS OF THE OTHER PARTY IN CONTESTING THE REQUEST FOR JURY TRIAL, AND SUCH AMOUNTS SHALL BE AWARDED BY THE COURT IN ADJUDICATING THE MOTION.**

FORCE MAJEURE

If the performance by any Party of a nonmonetary obligation under this Agreement is delayed or prevented in whole or in part by any cause not reasonably within its control (including without limitation acts of God, war, civil disturbances, accidents, damage to facilities, labor disputes, acts of any government body, acts of terrorism, or delay of third Parties), it shall be excused, discharged, and released from performance without liability or penalty to the extent performance is delayed or prevented by such force majeure event; provided, however, it shall resume performance when and to the extent the circumstances caused by such force majeure event reasonably permit.

ENTIRE AGREEMENT

Except as otherwise noted, this Agreement (including Appendices A through H and AA) constitutes the entire agreement of the Parties hereto with respect to the subject matter of this Agreement and supersedes any and all previous agreements, including but not limited to the Letter of Intent, between the Parties, whether written or oral with respect to such subject matter. No waiver or modification of their Agreement or of any covenant condition or limitation herein contained shall be valid unless in writing and duly executed by the Parties, the provisions of this paragraph may not be waived except as herein set forth. This Agreement has been jointly prepared by the Parties and shall not be construed more strictly against any Party.

ASSIGNMENT

The obligations under this Agreement are unique to the Parties and neither this Agreement nor any right or obligation contained herein may be assigned by a Party in any fashion, whether by operation of law or otherwise, without the prior written consent of the each of the other Parties, which consent shall not be unreasonably withheld or delayed. Any assignment made without prior consent shall be null, void, and of no effect. An assignment made in violation of this section constitutes a material breach and cause for immediate termination by a non-defaulting Party.





SUBCONTRACT

Notwithstanding anything to the contrary contained in this Agreement, Local Operator may subcontract the performance of any of its responsibilities or obligations under this Agreement provided that it:

- a) obtains the prior written consent of NSGA and GFLCVB, which consent shall not be unreasonably withheld or delayed; and,
- b) prior to the commencement of any work by any subcontractor, enters into a written agreement with such subcontractor that binds the subcontractor to terms that are at least as protective of the rights and information of NSGA and GFLCVB under this Agreement.

In all cases, Local Operator shall be responsible and liable for the acts and omissions of its subcontractor (including its employees) to the same extent as if such acts or omissions were by Local Operator or its employees and shall be responsible for all fees and expenses payable to any of its subcontractors.

NOTICE

Any notice required or permitted hereunder shall be in writing and shall be deemed given if delivered personally, or sent by reputable, national courier to the name and address set forth below, or five days after being sent by United States registered mail, postage prepaid, return receipt requested, to the addresses set forth below. Any notice sent by email shall also be effective if confirmed by notice given by one of the foregoing methods.

If to NSGA:

National Senior Games Association
3204 Gulf to Bay Blvd. Clearwater, Florida 33759
Attention: Marc T. Riker, CEO
727-475-4699
mrriker@nsga.com

If to GFLCVB:

Broward County
Greater Fort Lauderdale
Convention & Visitors Bureau
101 NE Third Avenue, Suite 100
Fort Lauderdale, FL 33301
Attention: Carol Hudson, VP Sports Development
954.767.2470
chudson@broward.org

If to Local Operator:

International Sports & Health Associates USA LLC
10200 NW 25 Street, Suite 207-A
Doral, FL 33172
Attention: Jose Humberto Rodriguez, Manager
ishassociates@aol.com

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RELATIONSHIP OF PARTIES

It is expressly acknowledged by the Parties hereto that NSGA, GFLCVB, and Local Operator are, and intend to act and perform their respective obligations under this Agreement as, independent contractors, and the provisions herein are not intended to create any partnership, joint venture, agency or employment relationship between the Parties. Nothing contained in this Agreement shall authorize, empower, or constitute either Party as agent of the other Party in any manner; authorize or empower one Party to assume or create an obligation or responsibility whatsoever, express or implied, on behalf of or in the name of the other Party; or authorize or empower a Party to bind the other Party in any manner or make any representation, warranty, covenant, agreement, or commitment on behalf of the other Party.

WAIVER

No waiver by either Party of any breach or any provision hereof shall be deemed a waiver of any other breach, whether preceding, contemporaneous with, or subsequent to the waived breach or waived provision.

APPROVALS

To the extent that this Agreement provides that a Party will "approve" or any Party's "approval" is required, such approval shall not be unreasonably withheld, conditioned, or delayed. Unless otherwise provided herein, GFLCVB shall present matters (e.g., venues, vendors, sponsors, etc.) for NSGA's approval in writing or by email, and NSGA shall have fifteen (15) business days to respond. If NSGA has not responded within fifteen (15) business days, the matter presented shall be deemed approved.

SOVEREIGN IMMUNITY

Except to the extent sovereign immunity may be deemed to be waived by entering into this Agreement, nothing herein is intended to serve as a waiver of sovereign immunity by GFLCVB nor shall anything included herein be construed as consent by GFLCVB to be sued by third Parties in any matter arising out of this Agreement. GFLCVB is a political subdivision as defined in Section 768.28, Florida Statutes, and shall be responsible for the negligent or wrongful acts or omissions of its employees pursuant to Section 768.28, Florida Statutes.

FISCAL YEAR

The continuation of this Agreement and any payments by GFLCVB beyond the end of any GFLCVB fiscal year (October 1 – September 30) is subject to both the appropriation and the availability of funds in accordance with Chapter 129, Florida Statutes.

THIRD PARTY BENEFICIARIES

No Party intends to directly or substantially benefit a third party by this Agreement. Therefore, the Parties acknowledge that there are no third-party beneficiaries to this Agreement and that no third party shall be entitled to assert a right or claim against either of them based upon this Agreement.



USE OF GFLCVB LOGO

Nothing in this Agreement or any of the Appendices shall in any way be interpreted to constitute GFLCVB's authority to either NSGA or Local Operator to use GFLCVB's or Broward County's name, logo, or any derivatives or variations thereof without the prior written consent of GFLCVB.

SEVERABILITY

In the event any part of this Agreement is found to be unenforceable by any court of competent jurisdiction, that part shall be deemed severed from this Agreement and the balance of this Agreement shall remain in full force and effect.

REGULATORY AUTHORITY

Notwithstanding the fact that Broward County is a political subdivision with certain regulatory authority, its performance under this Agreement is as a Party to this Agreement and in the capacity as owner of the Project. If GFLCVB exercises its regulatory authority, the exercise of such authority and the enforcement of any rules, regulation, laws, and ordinances shall have occurred pursuant to GFLCVB's regulatory authority as a governmental body separate and apart from this Agreement, and shall not be attributable in any manner to GFLCVB as a Party to this Agreement.

APPENDICES

The following items are considered to be the general tenets to be incorporated into the Agreement between NSGA, GFLCVB, and Local Operator. Detailed information can be found in the corresponding appendices.

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SIGNATORY'S WARRANTY

The person who executes this agreement on behalf of a Party hereto expressly represents and warrants that he/she has full and complete authority to do so, knowing that each Party intends to rely solely thereon.

COUNTERPARTS; ELECTRONICALLY TRANSMITTED SIGNATURES

This Agreement may be executed in any number of counterparts and by different Parties on separate counterparts, each of which when so executed and delivered will be deemed to be an original and all of which taken together will constitute one and the same agreement. Delivery of a signed counterpart of this Agreement by fax, e-mail, or other electronic means will have the same effect as delivery of the original signed counterpart.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date first above written.

(The remainder of this page is intentionally left blank.)

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IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement: BROWARD COUNTY, through its BOARD OF COUNTY COMMISSIONERS, signing by and through its County Administrator, authorized to execute same by Board action on the 29th day of January, 2019; National Senior Games Association, a Florida not-for-profit corporation, signing by and through its Chief Executive Officer, duly authorized to execute same; and International Sports & Health Associates USA LLC, signing by and through its Manager, duly authorized to execute same.

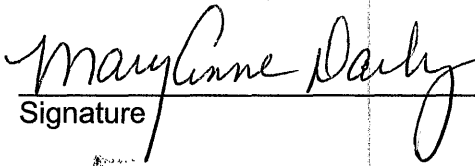
WITNESSES:



Signature

TAMARA BRANNON

Print Name of Witness Above



Signature

MARY ANNE DARBY

Print Name of Witness Above

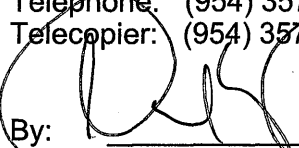
BROWARD COUNTY, by and through
its Board of County Commissioners

By: 

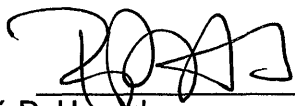
Bertha Henry, County Administrator

7th day of March, 2019

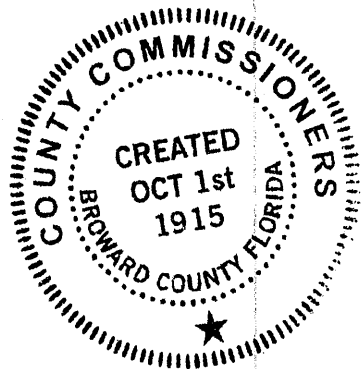
Approved as to form by
Andrew J. Meyers
Broward County Attorney
Governmental Center, Suite 423
115 South Andrews Avenue
Fort Lauderdale, Florida 33301
Telephone: (954) 357-7600
Telecopier: (954) 357-7641



By: Nathaniel A. Klitsberg (Date) 3/1/19
Senior Assistant County Attorney



By: René D. Harrod (Date) 3/1/19
Deputy County Attorney





Handwritten initials and marks, including "BLS", "MP", and a circled "M".

NSGA

WITNESSES:

Susan David
Signature

Susan Hlavacek
Print Name of Witness above

Susan R Sewell
Signature

Susan R Sewell
Print Name of Witness above

National Senior Games Association

By: Marc T. Riker
Authorized Signor

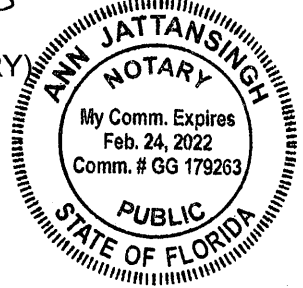
Marc T. Riker CEO
Print Name and Title

27 day of February, 2019

STATE OF FLORIDA
COUNTY OF PINELLAS
ATTEST: THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED
BEFORE ME THIS 27/2019 BY
Marc T Riker WHO HAS PRODUCED
FL DL 6914837 TYPE OF IDENTIFICATION

Corporate Secretary or other person
authorized to attest [Signature]
NOTARY

(CORPORATE SEAL OR NOTARY)



Local Operator

WITNESSES:

[Signature]
Signature

Maria J. Salinas
Print Name of Witness above

[Signature]
Signature

Cecilia Sandoval Sanchez
Print Name of Witness above

International Sports & Health
Associates USA LLC

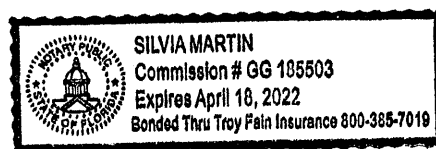
By: [Signature]
Authorized Signor

José H. Rodriguez
Print Name and Title

26 day of February, 2019

ATTEST: [Signature]
Corporate Secretary or other person
authorized to attest

(CORPORATE SEAL OR NOTARY)



BU



Appendix A

NSGA STANDARD

Local Operator understands that because of NSGA's involvement in the Event, the general public will expect that the quality of such Event will be of the highest standard and consistent with NSGA's reputation and image, and to be in good taste, family-oriented, and of the highest quality in a manner consistent with that of a national championship with respect to event production and adherence to NSGA Rules of Competition (collectively, the "NSGA Standard"). Accordingly, Local Operator agrees to adhere to NSGA Standards for the Event, as set forth herein.

In accordance with NSGA Standard, NSGA prohibits the sale of alcohol and tobacco at the venues during competition unless such facilities have existing alcoholic beverage licenses. Alcohol sales at venues with existing beverage licenses are approved by NSGA to sell such beverages during competition.

NSGA, GFLCVB, and Local Operator will work to provide an environmentally friendly and sustainable Event, as set forth herein.

Blk
MR *ML* *(Signature)*

Appendix B

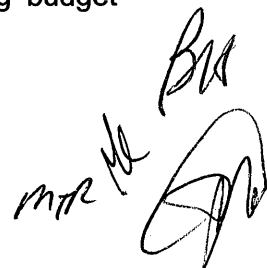
GFLCVB AND LOCAL OPERATOR RESPONSIBILITIES AND OBLIGATIONS

Administration

- Other than the payments by GFLCVB to NSGA and to Local Operator as stated in the Agreement, Local Operator shall be solely responsible for securing the funding necessary to perform its responsibilities and obligations under this Agreement. Local Operator shall develop and maintain a budget for the Event. The budget shall be subject to NSGA approval. Appropriate documentation shall be provided to support budget-relieving-in-kind (BRIK) items.
- By November 15, 2021, or such later date as the Parties may agree in writing, Local Operator shall submit to NSGA and GFLCVB an audit conducted according to Generally Accepted Auditing Standards ("GAAS") by an independent Certified Public Accountant of Local Operator's choosing. By relying on GAAS, auditors can minimize the probability of missing material information. GAAS are divided into these main sections:
 - 1) General standards.
 - 2) Standards of fieldwork.
 - 3) Standards of reporting.

Each section is littered with requirements that the auditor and the subject company must meet. In short, an auditor must adequately plan the audit in advance, be independent of the client at all times, and always obtain reliable evidence. The companies must present their financial statements in accordance with Generally Accepted Accounting Principles ("GAAP"), remain consistent in their reporting, and explicitly disclose all pertinent information. Local Operator will provide NSGA and GFLCVB periodic reports (no more frequently than monthly) regarding the financial status of the Event, so that NSGA and GFLCVB can monitor the progress of Event fundraising and expenditures with respect to the budget.

- Local Operator and NSGA shall maintain such insurance coverage as is required by Appendix E.
- Local Operator shall provide GFLCVB and NSGA the After-Action Report required by Appendix H not later than August 30, 2021 or such later date as the Parties may agree in writing.
- Local Operator and GFLCVB shall conduct periodic progress meetings with NSGA representatives approximately once per month beginning on or about the Effective Date and more frequently during the 60 days preceding the Event. Such meetings will be in-person or by telephone or videoconference as the Parties may agree. Local Operator will provide minutes of each meeting within five business days. During the meetings, the Parties' representatives will discuss:
 - Budget status – actual vs. projected expenses and income, including budget-relieving and value-in-kind items.
 - Status of venue procurement and preparation



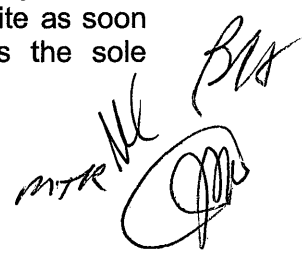
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- Status of collateral preparation
- Status of competition preparation including:
 - Schedules
 - Staffing & Officials
 - Equipment
 - Volunteers
- Status of Registration
- Status of Marketing efforts & Sponsor Acquisition
- Status of Special Events (i.e. Celebration of Athletes)
- Status of Support Services Responsibilities
- A summary of action items and responsibilities

In-person on-site meetings occur approximately bi-monthly and then monthly starting six months prior to the Games starting. The approximate length of each on-site visit is three days. For each in-person progress meeting, GFLCVB shall provide NSGA complimentary meeting rooms at the Broward County Convention Center or another location in the area. Local Operator shall provide NSGA complimentary rooms. NSGA shall be responsible for NSGA's travel and other expenses in connection with such in-person progress meetings. In the event Local Operator or GFLCVB requires NSGA representatives to attend meetings outside those scheduled monthly, Local Operator shall also be responsible for reasonable travel and out-of-pocket expenses. If appropriate and mutually agreeable, these meetings may be conducted from time to time at NSGA headquarters. Local Operator and GFLCVB will be responsible for each of their travel and out-of-pocket expenses for their respective staff attending meetings at NSGA headquarters.

Marketing & Publicity

- Local Operator will develop the overall theme for the Games subject to GFLCVB and NSGA approval.
- Local Operator will design and develop the logo for the Event subject to GFLCVB, NSGA, and Event's presenting sponsor's approval. NSGA will provide logo parameters such as the number of colors, title, date, specific symbol(s) and the incorporation of the Event presenting sponsor's name.
- Local Operator will conduct on-site marketing at a minimum of 10 official 2020 State Senior Games qualifying sites as mutually agreed upon by Local Operator, GFLCVB, and NSGA. The purpose of on-site marketing is to promote the Host Community (Fort Lauderdale). The approximate length of each on-site visit is three days.
- Local Operator, in conjunction with and subject to the approval of GFLCVB, NSGA will develop and execute a media plan for promoting and marketing the Event to the general public in the local and regional area and for supporting sponsor acquisition and fulfillment. The campaign shall be comprehensive and include such media as print, radio, television, digital, social and electronic media.
- GFLCVB and Local Operator shall develop specific Event information and content for NSGA's website where the Games information will be hosted. Content is subject to all Parties' approval. This Games information shall be posted on NSGA's website as soon as information is available. All costs related to creating this content is the sole



responsibility the Party producing such content. GFLCVB and Local Operator each agree that no other website or website address shall be used for Event related purposes, provided however, that Local Operator and GFLCVB shall have the right to link their websites directly to the Games information made available on NSGA's website. Without limiting the foregoing, GFLCVB and Local Operator may provide athletes and other participants with promotional information about Broward County and the Event, with each Party's approval of the content, format, and dissemination method.

- Local Operator and GFLCVB Local Operator may create and manage a social media (i.e. Facebook, twitter, etc.) communication channel. Content is subject to NSGA approval.
- After the Games, Local Operator and GFLCVB may post pictures and information related to the success of the Games directly to their websites, and/or social media communication channels.

Collateral Materials

- Local Operator will ensure that all collateral, including that distributed by sponsors and vendors either in The Village, Athlete Welcome Bag, other location or by other means, will only be distributed and disseminated after receipt of NSGA and GFLCVB approval. All collateral shall contain appropriate sponsor recognition and shall be submitted for NSGA review in a reasonable time (preferably 30 days) prior to printing and distribution.
- Local Operator shall provide NSGA with at least 50 pieces of all printed collateral materials.
- Local Operator will develop a signage matrix consistent with NSGA and GFLCVB guidelines; produce themed informational, directional and sponsor signage; and install, maintain and remove all signage after the Event.
- Local Operator will provide, install and maintain event decor consistent with the theme of the Event with NSGA and GFLCVB approval.
- Local Operator will design, create and assume financial responsibility to produce and distribute for a souvenir poster or similar item subject to NSGA and GFLCVB approval consistent with the theme of the Event
- Local Operator will design, create and assume financial responsibility to produce and distribute a Pocket Event Guide. The guide shall contain schedule and venue information, social activities, and map that include venues, official lodging locations and transportation routes and other material as mutually agreed. An initial draft version will be prepared and submitted for review to NSGA no later than January 31, 2020.
- Local Operator will design, create and assume financial responsibility for an Athlete Welcome Bag for distribution at Athlete Check-In. Budget-relieving-in-kind bags may be used subject to NSGA approval. Local Operator, GFLCVB, and NSGA will be provided the opportunity to provide items for insertion into the bag along with sponsor material approved by NSGA.
- Local Operator will distribute Event Program, Pocket Event Guide, Credential, and Welcome Bag, Welcome Gift, and any other approved items as part of the Athlete





Check-in Process. Each registered athlete shall be entitled to pick-up one complimentary copy of each item at the Games.

- Local Operator may design and produce additional Event Collateral such as fliers, brochures, letterhead and envelopes, or other marketing materials at their cost with NSGA approval.

Research

- All Local Operator vendor/partner research activities shall be presented by Local Operator to NSGA not less than 60 days in advance of the Games for NSGA approval.

The Village

- Local Operator will provide necessary equipment including technology power, Internet, PA system, AV equipment, pipe-and-drape, chairs, tables, and space to produce "The Village." Days and hours of operation shall be mutually agreed upon by NSGA, GFLCVB and Local Operator. Generally, operation days and hours are from the first day of competition until the last day of competition with daily hours 8AM to 6PM. The Village shall be contiguous with or adjacent to the main hub of athletic activity utilizing approximately 90,000 to 125,000 square feet of indoor "Class A" convention space, provided by GFLCVB at the Broward County Convention Center without charging rent, and shall at a minimum contain the following components which shall be provided by Local Operator at no cost to NSGA, unless mutually agreed upon to the contrary:
 - Athlete, and Volunteer Accreditation / Check-In
 - Information Booth
 - Sports Information Desk
 - Event Results
 - NSGA Booth
 - NSGA Merchandise
 - NSGA Foundation Booth
 - Concessions
 - NSGA Travel Partner
 - Resolution Area
 - NSGA Cyber Café
 - Sponsor Booths
 - Future Local Organizing Committee/Host Community Booths
 - Vendor Booths
 - Daily Entertainment and/or Social Activities
 - Entertainment Stage
 - Daily Wellness Clinic (free walk-in medical clinic for minor injury and illness)
 - Lost and Found
 - Exhibition Service Company Support Desk
- GFLCVB will provide NSGA and Local Operator with Broward County Convention Center rules, regulations, and information for the Village relating to signage and other matters no later than 18 months before the Event.
- All Village vendors are subject to NSGA and GFLCVB approval.

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- Local Operator will develop and implement daily entertainment opportunities in The Village to attract athletes and the general public back to sponsors, vendors and the merchandise areas. The schedule for activities shall be mutually agreed upon. Additional social activities should be programmed.
- Local Operator shall count, record & provide a daily report to NSGA of the number of individuals entering The Village.
- Local Operator shall be responsible for all booth and amenity costs associated with athlete check-in, sports information desk, event results, information booth, concessions, resolution area, NSGA sponsor booths, NSGA Foundation, Cyber Café, NSGA booth, NSGA Official Travel Partner, NSGA Official Merchandiser, future Local Organizing Committee / Host Community, Lost and Found, Exhibition Service Company Support Desk, Wellness Clinic, and other entertainment.
- Local Operator and GFLCVB will develop an Exhibitor Information Service Manual including a rate card for booth space and amenities. Booths and amenities shall be typical of those offered at major convention and sporting event exhibitions. Electrical power shall be provided at all locations for a fee to be paid by each vendor. Telephone and secure high-speed Internet access shall also be available for purchase by each vendor.
- Local Operator will provide labor (fork lifts, jacks etc.) and logistics required for load-in, load-out, maintenance, custodial service and security at The Village.
- For a mutually agreed upon and reasonable fee to be paid by each vendor, Local Operator and GFLCVB will provide additional custodial service and additional security for a vendor's booth.
- Local Operator will provide at no cost to sponsors, vendors, partners, NSGA and others as required reasonable and adequate storage for receipt, inventory control, assembly, delivery and return of items shipped to the Broward County Convention Center. GFLCVB will waive any basic rent charges for such storage space. Storage space at the Broward County Convention Center should be approximately 15,000 square feet. The space shall be fully enclosed, weatherproof and lockable. The space shall be available for a period beginning ten days prior to the first day of on-site athlete check-in through and including four calendar days immediately following the final day of Event competition.
- Local Operator will provide at no cost to NSGA twenty parking spots for NSGA VIP throughout the duration of the Games.
- Local Operator and GFLCVB will assist NSGA in hosting a maximum of two Sponsor FAM (familiarization) tour for mutually agreed attendees on a mutually agreed upon date. One date coincide during the Year-Out Celebration and the second one no later than six months prior to the Event. Each Sponsor FAM is typically two days to conduct business. Activities shall include tours of major venues and hubs, a detailed review of the Exhibitor Information Service Manual and exhibit options as well as appropriate social functions. NSGA shall approve the final itinerary. Local Operator is responsible for all expenditures pertaining to the meeting space (i.e. room, tables, chairs, internet, AV) and transportation for tours and social functions.

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Athlete Check-In

- Local Operator will provide on-site check-in/accreditation kiosks and personnel to administer on-site check-in distinct from venue check-in. Generally, from one day before competition starts until one day prior to the last day of competition with daily hours 7AM to 7PM. Athlete check-in must be executed through NSGA registration and management system.

Games Management

Local Operator shall ensure the Games are managed in accordance with the provisions of this Agreement, including this section. Unless otherwise expressly stated in this Agreement, all obligations relating to the operation and management of the Games are obligations solely of the Local Operator.

- The following sports and events shall be offered at the Event. Any additions or deletions shall be mutually agreed upon by NSGA and Local Operator. All individual sports are offered separately for men and women in five-year age divisions starting at 50 and ending with 100+. Basketball is offered separately for men and women in the following age divisions: 50+, 55+, 60+, 65+, 70+, 75+, 80+ and 85+. Volleyball is offered separately for men and women in the following age divisions: 50+, 55+, 60+, 65+, 70+, 75+, and 80+. Softball is offered separately for men and women in the following age divisions: 50+, 55+, 60+, 65+, 70+ and 75+.
- Exhibition Sports can be suggested by Local Operator or NSGA. Local Operator and NSGA will mutually agree to which sports shall be offered and conducted no later than February 29, 2020.

Sport	Events	#Athletes**
Archery	Compound Fingers/Compound Release/ Recurve/Barebow Compound/ Barebow Recurve	300
Badminton	Singles/Doubles/Mixed Doubles	250
Basketball	1/2-court, 3-on-3 Men's & Women's	225 Teams
Bowling *	Singles/Doubles/Mixed Doubles	500
Cycling	5K/10K (Time Trials) 20K/40K (Road Races)	550
Golf	54-hole Scratch Play	350
Horseshoes *	Singles	150
Pickleball	Singles/Doubles/Mixed Doubles	600
Power Walk	1500M/5000M	New sport in 2019
Race Walk	1500M/5K	200
Racquetball	Singles/Doubles/Mixed Doubles	175
Road Race	5K/10K	400
Shuffleboard *	Singles/Open Doubles	200
Softball	Men's & Women's Teams	100 Teams



Swimming (Short course yards)	Backstroke: 50, 100, 200-Yards; Breaststroke: 50, 100, 200-Yards; Butterfly: 50, 100, 200-Yards; Freestyle: 50, 100, 200, 500-Yards; Individual Medley: 100, 200, 400-Yards, Mixed 200 Freestyle & Mixed Medley Relay	700
Table Tennis	Singles/Doubles/Mixed Doubles	400
Tennis	Singles/Doubles/Mixed Doubles	750
Track & Field	50, 100, 200, 400, 800, 1500M, 4x100M Relay; Discus, Hammer Throw, High Jump, Javelin, Long Jump, Shot Put, Triple Jump, Pole Vault	1400
Triathlon	400M Swim, 20K Cycle, 5K Run	250
Volleyball	Men's & Women's Teams	150 Teams
* = Non-Ambulatory Divisions also included in this sport ** = Anticipated		

- Non-Ambulatory Divisions for additional sports will be approved by NSGA no later than February 29, 2020. NSGA will discuss with Local Operator and GFLCVB prior to approval by NSGA.
- No competition and/or practice fees (i.e. greens fees or golf carts fees for golf or lineage for bowling) may be charged in addition to the official Games entry fee. This restriction only pertains to the official practice day, which is the day prior to the start of competition.
- Practice opportunities shall be provided for all competitions excluding triathlon, cycling, road race, 5K and 5000K race walk and power walk.
- Local Operator shall conduct all Event sports according to NSGA's Official Sport Rules Book and NSGA Protocols supplied to the Local Operator by NSGA. NSGA rules generally conform to National Governing Body (NGB) rules for the sport with some modifications as noted in NSGA's Official Sport Rules Book.
- Local Operator shall procure and provide venues suitable for national championship competition and other Event related activities. Venues shall be suitable for hosting national caliber competition. Venues shall meet the venue specifications found in Appendix D. Local Operator and NSGA shall have exclusive use of the venue for the length of Event's practice, competition, or related activity unless otherwise mutually agreed by Local Operator and NSGA. An effort shall be made to consolidate venues to the extent practicable, creating one or more main "hubs" of competition.
- Venues shall be available for practice one day prior to the start of competition at no additional charge to the athlete. Venues shall be fully set for competition (including field of play equipment, décor and medical support) prior to the start of any scheduled practice. Practice days shall be staffed by Local Operator and athletic trainers to ensure

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participant safety and provide assistance. Practice fees for bowling and golf is the financial responsibility of GFLCVB.

- Rain days shall be scheduled for all sports conducted outdoors.
- Admission to all venues shall be free of charge.
- Provide complimentary locker rooms at all venues where such facilities exist.
- Local Operator will provide appropriate space for on-site check-in by athletes, officials, staff and volunteers.
- Local Operator shall cause all race courses longer than 1500M for distance/length to be certified by an NSGA approved vendor including all Triathlon segments.
- NSGA National Sports Chairs will be the Oversight Games Chair for that specified sport. Local Operator will be responsible for local competition director coordinating, communicating and executing that sport with the respective Chair's oversight.
- Local Operator will assist in hosting a maximum of two Competition FAM (familiarization) for National Sport Chairs tour for mutually agreed-upon attendees on a mutually agreed upon date. One FAM no later than 18 months prior and the other no later than eight months prior to the Event. Each Competition FAM is typically two days to conduct business. Activities shall include tours of major venues and hubs, a detailed review of the event rules and logistics as well as appropriate social functions. NSGA shall approve the final itinerary. Local Operator is responsible for all expenditures pertaining to the meeting space, which includes AV, complimentary Internet access, and on-ground local transportation, and transportation for tours.
- All venues shall be subject to NSGA written approval. Unless otherwise agreed to by NSGA in writing, all venues and alternative venues shall be approved no later than January 15, 2020. Copies of all venue contracts including being signed by venue operator shall be provided to NSGA by March 15, 2020. Monthly updates Except for changes made at NSGA's request, once approved by NSGA, Local Operator agrees not to change a venue without prior written approval from NSGA. Unless NSGA agrees otherwise, any additional costs associated with a venue change not made at the request of NSGA shall be borne solely by Local Operator.
- Local Operator shall provide NSGA with a matrix of all venue restrictions no later than, April 24, 2020 including but not limited to the following, sponsor recognition, merchandise sales, event recognition and required permits.
- Local Operator will provide all athletic field-of-play equipment (i.e. stopwatches, tape measures) including flooring, nets, stanchions, baskets, targets, timing systems, benches, scorer tables, scoreboards, staging, supplies, and other equipment necessary to conduct a national championship caliber competition. Local Operator shall provide a list of equipment to be provided for each sport to NSGA for approval. NSGA may secure partnerships that include certain athletic field-of-play equipment (i.e. table tennis tables). The partnership would be a budget relieving in-kind arrangement for Local Operator. NSGA will provide all athletic competition equipment, including field implements, race and/or bib numbers, balls, and other equipment necessary to conduct a national

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championship caliber competition. Equipment shall meet the equipment specifications of the NGB unless otherwise specified or approved by NSGA. The following items are excluded and are to be provided by the athlete: bows and arrows, racquets for racquet sports, bicycles, golf clubs and balls, horseshoes, shuffleboard cues, softball bats, javelins and pole vault poles.

- Local Operator will provide staff and certified officials sufficient to conduct sports in accordance with NGB and NSGA Protocols. This staff is in addition to the National Sport Chairs. Staffing levels shall be consistent with NSGA protocol.
- NSGA shall reimburse up to \$100,000 for competition certified officials. Officials reimbursement based on securing and utilizing appropriate number of certified officials. Officials performed duty at scheduled assigned times at the Games utilizing NSGA pre-approved officials' rate. Documentation of officials' contract, with rate pay, and amount of officiating performed must be provided to NSGA within 30 days of conclusion of the Games and prior to reimbursement being paid. Local Operator and NSGA will work together on appropriate training of the rules via in person or online.
- Local Operator will provide a qualified competition manager who shall oversee venue readiness and the conduct of competition for each sport. This staff is in addition to the National Sport Chairs. Staffing levels and competition managers shall be subject to NSGA approval.
- Local Operator will conduct minimum two (2) mandatory roundtable sessions for local competition managers at a time approved by NSGA. NSGA shall be notified of dates for the sessions at least one month prior to the dates of the sessions in order that NSGA may attend.
- Local Operator will conduct training of certified officials sufficient to ensure their familiarity with NGB, Master's, and NSGA rules.
- Local Operator will provide appropriate complimentary refreshments for athletes at each venue, such as ice, water, fruit juice, or sport drink, and fresh fruit such as bananas and oranges.
- Local Operator will provide National Sport Chairs appropriate complimentary meals (i.e. include with volunteer meals) during their sports' practice and competition days.
- Concession sales shall be available at all venues where appropriate and subject to venue rules and regulations.
- Local Operator will provide sufficient staff/volunteers to record, compile and distribute the official results of all competition, and post preliminary and final results at all competition venues and in The Village and provide the results to NSGA staff and the Results Room according to NSGA protocol. Local Operator shall enter all results into NSGA registration and management system.
- Local Operator will coordinate distribution of awards to appropriate competition venues.
- Local Operator will conduct an awards ceremony, including presentation of medals and ribbons, consistent with NSGA Protocol (included at Appendix H) at mutually agreed upon venues immediately following completion of competition.

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- Local Operator will provide award stands and decorations for each awards ceremony.
- Local Operator shall provide a room for Coaches Meetings (i.e. basketball, softball, and volleyball).

Special Events

- NSGA and Local Operator will provide GFLCVB twelve (12) tickets to each Special Event upon request for GFLCVB's use. GFLCVB may designate certain elected or other officials to participate in all of the Special Events described in this section. GFLCVB will be responsible for any travel or related costs associated with such participation.
- 2019 Games Celebration of Athletes (Albuquerque, New Mexico)
 - Local Operator and GFLCVB will partake in the passing of NSGA flag from the 2019 Host City to 2021 Host City.
 - Local Operator will showcase the destination through video and entertainment for 15-20 minutes, with the content subject to GFLCVB and NSGA approval.
- Year-Out Celebration (YOC) 2020
 - Local Operator will produce a public event approximately one year in advance of the Event that serves as an awareness piece focusing on the Event and in keeping with the theme of the Event (the "Year-Out Celebration" or "YOC"). The YOC can be tied into another event, which is subject to NSGA and GFLCVB approval. The YOC plan shall, at minimum, include a local and regional media alert including press releases about various aspects of the YOC. Suggested event is an intergenerational walk (the Long Live the Challenge Walk) that is marketed and promoted throughout the region and other programmatically themed components.
- Flame Arrival Ceremony ("FAC") 2021
 - Local Operator shall produce the FAC, which occurs on the day before or first day of competition. FAC shall include the conclusion of a torch run or mock run, lighting of Event cauldron with live flame, remarks by appropriate officials and entertainment for 45 – 60 minutes, subject to NSGA approval.
 - Procure and prepare the venue for FAC in accordance with the venue specifications found in Appendix D.
 - Local Operator shall design and produce the Event cauldron and the two identical torches, subject to NSGA approval (one torch for Local Operator use and another for NSGA)
 - FAC shall be the first public event of the Games and shall be open and free to the athletes and all other attendees.
- Celebration of Athletes ("COA") 2021
 - Local Operator shall provide a stadium or air-conditioned arena large enough to seat approximately 15,000 people is required. It must include adequate space to perform

a parade of athletes by state. An area for staging the athletes prior to the parade is also required. Complimentary transportation to and from official hotels to the COA for competitors is strongly recommended.

- A main stage for presentations by appropriate speakers. A cauldron for the live flame shall be provided, located near the main stage.
- Local Operator will produce a combination opening/closing ceremony during the middle of Event dates, known as the 'Celebration of Athletes' ("COA"). The ceremony is conducted one night during the Event. NSGA will finalize the date for the Celebration of Athletes by April 24, 2020. It shall feature a parade of athletes by states into a stadium or arena, and the Event cauldron with live flame. It shall include remarks by NSGA officials, Local Operator and GFLCVB officials, other dignitaries, recognition of sponsors, and other appropriate elements. Program elements and script are subject to NSGA approval.
- Procure and prepare the venue for COA in accordance with the venue specifications found in Appendix D.
- NSGA shall provide the elements included in the COA and their order within the program. Elements included are, but not limited to, Invocation, National Anthem, and Greetings from NSGA, LOC, sponsors, dignitaries, entertainment, parade of athletes, oath of athletes, and passing flag to 2023 Host City.
- Admission for athletes shall be free of charge.
- The COA shall feature entertainment (i.e. musical, comedian, stage act) for the athletes and guests for 45-60 minutes, subject to NSGA approval. Entertainment shall be appropriate to the demographics of the participants and can be local, regional, or national talent.
- Long Live The Challenge (LLTC) Event
 - Local Operator will produce an intergenerational event – the Long Live the Challenge (LLTC) Event. Suggested event is a walk. The LLTC shall be free and open to all participants. LLTC plans will include regional marketing and awareness for maximum participation. The purpose of the event is to create awareness of the National Senior Games and promote a healthy and active lifestyle within the Host City. The event is subject to NSGA approval.
- VIP Events
 - Local Operator shall host a pre-FAC VIP reception for 150 – 200 guests (split between Local Operator and NSGA). The event shall be held immediately prior to FAC and include hot food and open bar. NSGA is responsible for actual beverage and food expense of NSGA's guests. If the FAC VIP reception is not held in the same venue as the FAC, Local Operator will be responsible for transportation between reception location and FAC location. Local Operator will be responsible for venue and entertainment expenses, and actual beverage and food expense of Local Operator guests.



- Local Operator shall host a premier VIP event for 150 – 200 guests (split between Local Operator and NSGA) on the evening prior to COA at a mutually agreed upon location that is iconic of the community. The event shall include transportation, hot food, open bar and entertainment. NSGA is responsible for actual beverage and food expense of NSGA's guests. Local Operator will be responsible for venue, transportation and entertainment expenses, and actual beverage and food expense of Local Operator guests.
- Local Operator shall host a pre-COA VIP reception for 250 – 300 guests (split between Local Operator and NSGA). The event shall be held immediately prior to COA and include hot food and open bar. NSGA is responsible for actual beverage and food expense of NSGA's guests. If the pre-COA VIP reception is not held in the same venue as the COA, Local Operator will be responsible for transportation between reception location and COA location. Local Operator will be responsible for venue entertainment expenses, and actual beverage and food expense of Local Operator guests.
- Potential Bid Cities
 - Local Operator and GFLCVB will host a tour for potential bid cities of future National Senior Games on the day prior to or following the COA. The tour of select venues shall include lunch and meeting space including AV equipment (provided and paid by Local Operator) necessary to carry out the business session of the tour.
- Daily Social Activities
 - Local Operator shall provide mutually agreed upon daily entertainment and/or social events that are free to credentialed athletes. The activities shall be incorporated into or located adjacent to The Village unless otherwise approved. Admission charges for other attendees are optional and subject to NSGA approval.
- Other Events
 - Local Operator can make other events available at their expense, or at the expense of Local Operator's partners for the enjoyment and entertainment of athletes and other guests. All programs, presentations, scripts, social events, and educational sessions are subject to NSGA approval.

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Support Services

- **The Village Manager**

- Local Operator shall provide a dedicated individual to resolve venue, and operations issues in a timely and effective manner during all hours The Village is open. The individual will serve as the point person for vendors and sponsors who set up in The Village. The manager shall be responsible for areas such as deliveries, storage, power, Internet, trash, and load in/load out technicalities.

- **Dedicated Logistics Response Team**

- Local Operator shall provide a Logistics Director who manages a dedicated logistics response team to react to and resolve venue, competition and operations issues as they occur. This team should include the relevant equipment, manpower and vehicles to respond in a timely and effective manner to those issues deemed appropriate for their attention.

- **Medical**

- Local Operator shall provide a Medical Director and adequate coordinated/integrated medical coverage and capability to handle any injuries or medical problems that may arise during the Event. This includes providing doctors, nurses, athletic trainers, emergency medical personnel, ambulance service, appropriate medical facilities and a morning sick call. A suggested medical protocol is in Appendix H.

- **Public Safety**

- Local Operator will provide dedicated individual to ensure standard security measures and personnel for all venues, social events and ceremonies, offices and media room, storage, and at other required locations. For cycling, running, triathlon and race walking events held on public streets, adequate traffic control and law enforcement presence to ensure the safety of the athletes, spectators and Event personnel is required.

- **Communications**

- Local Operator shall provide certified sign language services for all public events (i.e. Flame Arrival Ceremony and Celebration of Athletes) related to the Event and for deaf athletes at venues as needed/requested including at competition venues.
- Local Operator shall develop and implement an Event wide communications system (e.g., two-way radios and phones – landline and cell) consistent with NSGA protocol. Local Operator will procure and provide, inventory, distribute and maintain equipment as required.
- Local Operator shall set-up, secure and manage personnel for the Event Information Center. The Event Information Center provides information to the general public and participants via a dedicated published phone line, social media, email, and a manned Information Booth in The Village.



- Local Operator shall set-up, secure and manages personnel for the Event Command Center. The Event Command Center provides internal Games operations line of communication to Games personnel via a dedicated phone line and email.
- Local Operator shall maintain and disseminate accordingly current National Oceanic and Atmospheric Administration (NOAA) weather information. Local Operator will manage the Event weather hotline.
- During the Event, Local Operator shall conduct a daily staff meeting with NSGA representatives, beginning four days prior to the start of competition and continuing through the last day of competition. Staff members to be present shall be mutually agreed upon.
- **Results**
 - Local Operator will provide a results room and staff necessary to receive and compile results from all venues. Local Operator will provide final results in accordance with NSGA protocol. Results shall be forwarded to the media relations' staff, and final results shall be posted in The Village in a timely manner consistent with a national championship caliber event.
 - All results shall be entered into NSGA's registration and management system by Local Operator and NSGA Results Room staff.
 - Local Operator will provide personnel for data entry, bracket management, and compiling results on-site at competition venues.
- **Media Relations**
 - Local Operator, subject to GFLCVB approval, will assist in development and execution of a media relations plan that includes staff for attracting media coverage during the event. The plan shall include regular and consistent press releases beginning 18 months prior to the start of the Games and include daily media alerts and releases each day of the event.
 - Local Operator will provide a working press room, other media relations' facilities, personnel, and equipment necessary to support working press including Event photographers and videographers. Facilities will be equipped with hardware, software and connectivity necessary to support the media including an FTP site for photographs and videos.
- **Merchandise**
 - NSGA will be responsible for entering into a contract with a vendor to sell all Event-related merchandise. The use of the official "2021" event logo and NSGA logo on souvenir merchandise is exclusively reserved to NSGA's Official Event Merchandise Partner.
 - NSGA owns all rights to merchandise development and merchandise sales related to the Event other than for GFLCVB's name, logo, and any derivatives thereof.

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- Village and/or venue vendors MAY NOT sell any sportswear items and/or headwear items. These items include: Short sleeved t-shirts, long sleeved t-shirts, shorts, tank-tops, sweatshirts, crew neck sweatshirts, cadet (zip-up) sweatshirts, sweat pants, performance apparel, headwear, men's & women's fashion apparel, bags, polo's and other types of premium sportswear and novelties. Venues with existing merchandise platforms (i.e. golf course or bowling alley) may conduct business as usual.
- Sports specific uniforms are permissible for sale by Village and/or venue vendors. Permissible items could include but not limited to: Singlets (Track), Cycling Jersey (Triathlon/Cycling), Swimming Suits (Triathlon/Swimming), etc. In addition, sport specific equipment and sports specific training products may be allowed on a case-by-case basis.
- Local Operator agrees to seek NSGA's approval for sport specific outside vendors with respect to sale of items at either The Village or Sport Specific Venues. In addition, Local Operator shall require vendor to submit a list of proposed items to "sell" and sign a Vendor Agreement outlining policies established jointly by Local Operator, and NSGA.
- Local Operator shall provide NSGA Official Event Merchandiser with the opportunity to bid on all non-resale (volunteer and staff) items where the use of NSGA and/or Local Operator logos, including Local Operator Mark, are used in connection with the Event as well as anytime the Event name is used. Local Operator shall pay NSGA a \$2,500 licensing fee each time it chooses a vendor for non-resale items other than NSGA Official Event Merchandiser and NSGA Official Event Merchandiser is the lowest bidder.
- Local Operator shall negotiate with all event venue owner/operators to provide NSGA Official Event Merchandiser with commission/royalty free access.
- Local Operator will submit to NSGA a matrix of all Event venues indicating venue contact information and any merchandising restrictions by April 24, 2020.
- Local Operator will submit for approval by NSGA, a list of sponsors' and vendors' giveaway items being considered for distribution at the Event.
- Local Operator will provide assistance in development of a merchandising plan including sales locations, hours of operation and location sizes.
- Local Operator will provide in The Village at no charge the following maximum equipment needs: ten topped/skirted tables, ten topped only tables, four chairs, stanchions for line management (enough for sixty feet of snake lines), 30-40 feet of eight foot pipe & drape, and electrical access (enough power to run four heat presses; each draws 18 amps).
- Local Operator will provide a free access to power sources when infrastructure exists at a designated venue.

- Local Operator will provide assistance in determining all required permits for the Event, applicable state/local taxes on the Event, and the names/contact information for all permitting and taxing agencies. NSGA Official Event Merchandiser is responsible for paying applicable state/local taxes.
- Local Operator will provide at no charge merchandise storage space as provided in The Village.
- Local Operator will provide volunteers to assist with set up merchandise displays in The Village and other agreed upon locations.
- **Volunteers**
 - Local Operator will recruit and manage a pool of volunteer support personnel (approximately 2,500–3,500) to assist in the conduct of the competitions, management of the venues, activities, and other Local Operator assigned duties. Registration of all volunteers must be executed through an on-line, web-based system selected by Local Operator with approval by NSGA. Local Operator shall secure and provide the volunteer system. Local Operator is strongly encouraged to utilize the same volunteer system that has been utilized by previous National Senior Games.
 - Local Operator shall obtain, provide and purchase the volunteer uniforms. Local Operator will inventory uniform order upon receiving delivery, distribute to appropriate locations for distribution, manage distribution to volunteers, and maintain inventory status.
- **Transportation**
 - Local Operator will provide a transportation option between the airport and all official housing accommodations. The system shall be free of charge to all athletes and guests.
 - Local Operator will provide a transportation system between official housing accommodations and venues. A modest fee (i.e. 4 day pass for \$5) may be charged to athletes, participants, and spectators for use of this system.
 - Local Operator will create an appropriate transportation plan and services as mutually agreed. Local Operator may utilize local transportation company.
- **Housing**
 - Local Operator will provide NSGA staff, personnel, guests, and VIP's up to a maximum of 360 room nights at the same hotel property including four king suites, one Executive Suite, and one meeting room at an NSGA approved hotel property for a period beginning ten days prior to the first day of athlete check-in through and including the four days immediately following the final day of Event competition. No incremental fees (other than room incidentals), parking, or Internet access shall be charged to NSGA for the use of such accommodations.
 - The 360 total room nights are separate from all earned complimentary rooms



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through the Official NSGA Housing and Travel Partner. The earned complimentary rooms will be NSGA's inventory to house National Sports Chairs, and supporting personnel. If there are any extra complimentary room nights, they shall be given to Local Operator for their use.

- **Athlete Housing**

- Local Operator and GFLCVB will assist the Official NSGA Housing and Travel Partner as reasonably requested to secure sufficient affordable housing for athletes.
- Housing contracts will be negotiated and contracted by the Official NSGA Housing and Travel Partner in conjunction with the Local Operator, GFLCVB, and NSGA's input. Housing options for attendees should include hotels, bed & breakfasts, RV parks, motels, and when available residence housing on the campuses that are hosting competition.

- **Information Services**

- Local Operator will provide mutually agreed high-speed Internet access, technology and equipment for processing on-site and venue check-in, cyber café, sponsor exhibit booth support, results, media requests and communications.
- NSGA Cyber Café shall have minimum of two couches, two lounge chairs, 12 tablet computers (or new computer technology), table for computers, 12 chairs, and a secure phone charging station.
- Local Operator will provide local and wide area network to support Event systems. Provide broadband high-speed Internet access/backbone as required for The Village, NSGA Cyber Café and all other designated venues.

- **NSGA Offices**

- GFLCVB will provide reasonable and adequate office space (approximately 5,000 square feet) for NSGA personnel, a conference room and a lounge area at the Broward County Convention Center. Local Operator, at its cost, will ensure that this office space includes furniture, refrigerator, high-speed Internet access, wireless router, parking, Event communication equipment, landline phones with long distance access, fax, copy machine, color printer, scanner and other agreed equipment for NSGA personnel for a period beginning seven days prior to the first day of Event on-site athlete check-in through and including four days immediately following the final day of Event competition. Local and long distance telephone and high-speed Internet service shall be available at no additional cost to NSGA. The office space shall be in close proximity to The Village and accessible 24 hours per day, 7 days per week for emergency purposes.
- Local Operator will provide additional office space for a results room and a media/press room.

- **NSGA Annual Meeting**

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- Local Operator shall host the 2020 Annual Meeting of the National Senior Games Association. Local Operator shall be responsible for providing the necessary meeting space for all functions. Minimum meeting room needs will be as follows (typically Tuesday to Sunday):
 - Day 1: 2 meeting rooms; 1 u-shape for 30, 1 conference for 15
 - Day 2: 2 meeting rooms; 1 u-shape for 30, 1 conference for 15
 - Day 3: 3 meeting rooms; 1 u-shape for 30, 1 conference for 15, 1 classroom for 125
 - Day 4: 7 meeting rooms; 1 classroom for 125, 5 conference for 25, 1 conference for 15
 - Day 5: 7 meeting rooms; 1 classroom for 125, 5 conference for 25, 1 conference for 15
 - Day 6: 1 meeting room; 1 u-shape for 30
- During the 2020 Annual Meeting, host a reception and one other social function for all attendees. Both functions shall include hot food for approximately 100-150 attendees.
- During the 2020 Annual Meeting, host a venue tour with lunch and transportation for all interested attendees.
- Attend 2019, 2020 and 2021 National Senior Games Association Annual Meetings. Host a hot breakfast or other meal function for conference attendees and provide the attendees with an update on Games' preparations.

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Appendix C

NSGA RESPONSIBILITIES AND OBLIGATIONS

Administration

- Approve the appointment of the Competition Managers.
- NSGA will provide NSGA representatives for periodic progress meetings with Local Operator representatives approximately once per month beginning August 2018 and more frequently during the 60 days preceding the Event. Such meetings will be in-person or by telephone or videoconference as the Parties may agree. The approximate length of each on-site visit is three days. In-person meetings occur approximately bi-monthly and then monthly starting six months prior to the Games starting. During the meetings, the Parties' representatives will discuss:
 - Budget status – actual vs. projected expenses and income, including budget-relieving and value-in-kind items.
 - Status of venue procurement and preparation
 - Status of collateral preparation
 - Status of competition preparation including:
 - Schedules
 - Staffing & Officials
 - Equipment
 - Volunteers
 - Status of Registration
 - Status of Marketing efforts & Sponsor Acquisition
 - Status of Special Events (i.e. Celebration of Athletes)
 - Status of Support Services Responsibilities
 - A summary of action items and responsibilities

In-person on-site meetings occur approximately bi-monthly and then monthly starting six months prior to the Games starting. The approximate length of each on-site visit is three days. For each in-person progress meeting, GFLCVB shall provide NSGA complimentary meeting rooms at the Broward County Convention Center or another location in the area. Local Operator shall provide NSGA complimentary rooms. NSGA shall be responsible for NSGA's travel and other expenses in connection with such in-person progress meetings. In the event Local Operator requires NSGA representatives to attend meetings outside those scheduled monthly, Local Operator shall also be responsible for reasonable travel and out-of-pocket expenses. If appropriate and mutually agreeable, these meetings may be conducted from time to time at NSGA headquarters. Local Operator and GFLCVB will be responsible for their own travel and out-of-pocket expenses for the GFLCVB staff attending meetings at NSGA headquarters.

- NSGA will approve all Event-related venues including, but not limited to: sports, COA, FAC, check-in area, results room, press room, NSGA hotel, headquarters hotels, The Village, and other Event related activity areas, as provided herein.

- NSGA will provide NSGA Protocols and procedures for administration of the Event (see Appendix H).

Marketing & Publicity

- NSGA will develop and execute a national media plan. Coordinate that plan with Local Operator local and regional media plan.
- NSGA will post information regarding the Event on NSGA's website and allow the GFLCVB to post Event-related information on NSGA's website as provided herein.

Collateral Materials

- NSGA will publish NSGA Official Sport Rules for the Event.
- NSGA will design, produce and distribute athlete information, including entry form(s), athlete waivers, and other appropriate collateral including but not limited to a preliminary competition schedule, venue and housing locations and information.
- NSGA will design and produce Daily Event News online consistent with the theme of the Event.
- NSGA will design and produce a Flame Arrival Ceremony program flyer consistent with the theme of the Event.
- NSGA will design and produce a Celebration of Athletes program flyer consistent with the theme of the Event.
- NSGA will design, and produce a Souvenir Event Program consistent with the theme of the Event.
- NSGA will design, produce and distribute a Souvenir Event Results Book.
- NSGA will design, and produce an Event Credential for all appropriate personnel associated with the Event. Credential categories are subject to NSGA approval.

Research

- Approval of all research shall be the responsibility of NSGA. All Local Operator vendor/partner research activities shall be presented to NSGA not less than 60 days in advance of the Event for approval.

The Village

- NSGA will provide staff liaison for coordinating load-in and load out of NSGA components.
- NSGA will approve all The Village exhibitors and vendors.

Athlete Registration

- NSGA will conduct the athlete qualifying process, including identification of qualifiers and communication with state organizations regarding the qualifying process.

- NSGA will conduct the athlete registration process, including communication with athletes as required, processing of entry forms and confirmation of entries.
- NSGA will determine, collect and retain all Event entry fees.

Games Management

- NSGA will provide guidance during the Event regarding management and conduct of the Event.
- Sanctioning of sports identified by NSGA shall be the responsibility of NSGA.
- NSGA will provide National Sport Chairs to assist Local Operator in the overview and conducting of the Event as mutually agreed upon.
- NSGA shall reimburse up to \$100,000 for competition certified officials. Official's reimbursement is based on securing and utilizing appropriate number of certified officials. Plus, certified officials performed duty at scheduled assigned times at the Games utilizing NSGA pre-approved officials' rate. Documentation of officials' contract, with rate pay, and amount of officiating performed must be provided to NSGA within 30 days of conclusion of the Games and prior to reimbursement being paid.
- Local Operator will provide all athletic field-of-play equipment (i.e. stopwatches, tape measures) including flooring, nets, stanchions, baskets, targets, timing systems, benches, scorer tables, scoreboards, staging, supplies, and other equipment necessary to conduct a national championship caliber competition. Local Operator shall provide a list of equipment to be provided for each sport to NSGA for approval. NSGA may secure partnerships that include certain athletic field-of-play equipment (i.e. table tennis tables). The partnership would be a budget relieving in-kind arrangement for Local Operator.
- NSGA will provide all athletic competition equipment, including field implements, race and/or bib numbers, balls, and other equipment necessary to conduct a national championship caliber competition. Equipment shall meet the equipment specifications of the NGB unless otherwise specified or approved by NSGA. The following items are excluded and are to be provided by the athlete: bows and arrows, racquets for racquet sports, bicycles, golf clubs and balls, horseshoes, shuffleboard cues, softball bats, javelins and pole vault poles.
- NSGA will provide one staff person to assist Local Operator in the results room staff in the recording and coordination of information flow and distribution of results.
- NSGA will design and assume all expenditures in producing the awards and medals for Event participants.
- NSGA will determine and publish NSGA Official Sport Rules for the Event.
- NSGA will determine and publish the competition schedule.



Support Services

• Merchandise

- NSGA will negotiate and enter into a contract with a vendor to sell all Event-related merchandise (the "Official NSGA Event Merchandiser"). The Official NSGA Event Merchandiser will:
 - Retain exclusive rights to selling any wearable apparel, unless NSGA and Official NSGA Event Merchandiser approve other vendor to sell wearable apparel.
 - Design, and manufacture merchandise and souvenirs related to the Event;
 - Provide displays and merchandise for sale at agreed upon locations;
 - Provide staff to handle all sales and collect all revenues; and
 - Collect taxes due on merchandise and remit to governmental authority, as required.
- NSGA agrees that Local Operator may pursue volunteer and staff merchandise from other vendors, aside from the Official NSGA Event Merchandiser, so long as the Official NSGA Event Vendor is invited to bid on this merchandise.
- NSGA will develop and implement a pre-Event merchandise plan for the sale of Event merchandise to athletes during the qualifying year.
- NSGA will approve all third party vendors and vendor fees.
- NSGA Official Event Merchandiser shall be responsible for its related merchandise expenditures.

• Media Relations

- NSGA will assist in development and execution of a media relations plan for attracting media coverage during the Event.

• Athlete Housing

- NSGA will secure a Housing and Travel Partner who will provide the following services including but not limited to: negotiation of all Event rates with housing properties, airlines and other transportation agencies; acceptance and confirmation of housing and travel arrangements; and collection of housing rebate and travel fees. NSGA is willing to consider the adoption of programs that incentivize athletes to use official housing.
- NSGA has the right to approve Housing and Travel Partners suggested by Local Operator. Housing Partner must meet all NSGA standards for room rates, rebate

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amount, comp room policy, experience, proven track record and protocol to service the participants.

- All complimentary rooms will be NSGA's inventory to house National Sports Chairs, and supporting personnel, and are separate from the 360 room nights provided by Local Operator. If there are any extra complimentary room nights, they shall be given to Local Operator for their use.

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APPENDIX D

SPORT/VENUE SPECIFICATIONS

General Requirements

Local Operator shall procure and/or provide venues to conduct the event that meet the following general specifications. Local Operator shall provide all labor, materials and other necessary equipment to accommodate the specifications. Individual venues will be approved by the NSGA as provided herein. The following shall be provided for all venues unless otherwise noted or approved. Unless otherwise agreed to by NSGA in writing, all venues and alternative venues shall be approved no later than January 15, 2020. Copies of all venue contracts including being signed by venue operator shall be provided by Local Operator to NSGA by March 15, 2020. Final venue agreements shall include CAD drawings showing the competition layout as required.

Unless otherwise agreed or approved, failure to provide items marked with the following symbol shall result in a financial penalty to the Local Operator. See Appendix G.



All indoor venues shall be climate appropriate. In addition, all venues shall have:

- ❖ Access for the disabled. Appropriate accommodations for non-ambulatory sports/events
- ❖ Access to adequate toilet facilities or ADA portable toilets.
- ❖ Areas dedicated to performing the following functions, with access restricted to authorized personnel. Where approved by NSGA, some of the functions may be combined.
 - Games administration
 - Scoring and results tabulation
 - Athlete check-in
 - Volunteer check-in
 - Officials check-in
 - First aid and medical support
 - Storage
- ❖ An area for providing athletes with complimentary refreshments such as water, and/or sport drink and fruit such as bananas and oranges. For outdoor venues an awning shall at minimum, cover this area.
- ❖ Adequate spectator bleacher seating. As a general rule, chairs are not acceptable.
- ❖ Scoreboards for each court or field and game clocks (where required), visible to competitors and spectators.



- Schedules, preliminary and final results posted in an area easily accessible to all athletes and spectators. Schedules should be poster size with large print. Such information shall be posted in a manner reflective of a national caliber event and consistent with the theme of the Event.
- ❖ Local Operator shall cooperate with NSGA in order to identify, record and submit all NSGA, American and World records to the appropriate governing body.
- An adequate public address system at all venues.
- ❖ Concession sales shall be available at all venues.
- ❖ Access to appropriate copying, fax, telecommunications, internet and digital information systems equipment.
- Locker room access where available.
- Provisions for the repair of faulty equipment.
- Provisions for the display of USA, USOC and NSGA flags.
- ❖ Provisions to conduct the awards ceremonies in accordance with NSGA Protocols as provided herein. An adequate public address system available for all awards ceremonies.
- Directional signage to the venue, including clearly marked maps with clear directions. Directional signage shall be consistent with the theme of the Event.
- ❖ Adequate parking for athletes and spectators in close proximity to the venue. Parking should be free of charge unless otherwise approved by NSGA.
- If required, lighting to meet the requirements of television production.

Specific Requirements

In addition to the general specifications above, unless otherwise agreed or approved, venues shall meet the following specifications detailed by sport. The numbers of fields-of-play needed per sport outlined below represent an estimate of venue needs per sport. The final venue needs will be based on the final participation numbers after registration closes.

Archery

- 40 shooting lanes and targets with flags, numbers and new cores are required, subject to NSGA approval with venue set-up and markings in accordance with National Archery Association specifications. If outdoors, the area should be an open, level, maintained grassy field minimum 140 x 140 feet.
- If outdoors, the configuration shall be such that archer's shoot in a north-south or south-north direction. Hay bales or netting may be required if space behind targets is not sufficient.





- If outdoors, fields need to have good drainage and venue needs to be secured when equipment is not in use.
- If indoors, appropriate netting behind targets.
- Restraining lines should be placed a minimum of 30 feet outside the two outside lanes and a minimum of 50 feet behind the target line.
- An elevated platform shall be available for use by the Director of Shooting. (Approximately 20' x 30' – 2-3' high).
- Transportation (i.e. golf cart) for assisting participant with transporting of athlete's equipment from parking area to competition area.

Badminton

- 8-12 courts (depending on registration numbers) are required, subject to NSGA approval, marked for both singles and doubles, with court size, venue set-up and markings in accordance with United States Badminton Association specifications. Courts should be wood or an acceptable surface approved by NSGA.
- ❖The ceiling shall be a minimum of 30 feet from the floor, with no girders or obstructions.
- Lighting should run the length of the venue between courts to avoid obstructing competitor's vision. The lighting should be adjustable to specific lighting requirements for badminton.
- Chairs shall be available for use by the players during changeover.
- The venue shall be indoor and air-conditioned unless otherwise approved.
- ❖The venue operator(s) shall be able to regulate, and turn off if necessary, the venue HVAC system.

Basketball (½-court)

- 22-24 half-courts are required, subject to NSGA approval, with court size, venue set-up and markings in accordance with specifications for high school basketball. Courts should be wood or an acceptable surface approved by NSGA. The venue shall be air-conditioned.
- ❖Each court shall have an electronic game clock and possession arrows.
- ❖Each court shall have two benches with space for 10 people each.
- ❖Each court shall have a separate scorer's table.

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Bowling

- A minimum of 40 (wood or synthetic) lanes in one or multiple venues is required, subject to NSGA approval. The bowling center(s) must be United States Bowling Congress certified.
- Automated scorers are required.
- The venue's Pro certified driller and shop shall be available at all times during competition.

Cycling

- ❖ Race courses shall meet the specifications of the United States Cycling Federation. The courses shall be semi-flat, with a minimal number of cross streets and corners. The courses shall be smooth and free of debris. Courses crossing railroad tracks will not be approved.
- ❖ The course shall be closed to vehicular traffic. Hazardous areas on the course shall be flagged and protected as required. Adequate law enforcement presence is required.
- ❖ An adequate radio system to communicate with staff and police on the course monitoring the athletes.
- ❖ The finish should be a minimum of 400 meters in length and eight meters in width. The final 200 meters shall be free of turns and/or curves. A judge's stand should be located at the finish line.
- ❖ A chip timing system either Radio Frequency Identification (RFID) or chip technology with video finish capability or a system with equivalent technology is required.
- ❖ Neutral support, mechanics tent and Sag vehicle available for all races.
- A partnership with a cycling company for shipment of competitors' bikes. Competitor pays the shipment expense.

Golf

- Three 18-hole courses are required, subject to NSGA approval. The courses shall have similar difficulty ratings and shall be of a high quality, equivalent to that of a good private country club.
- All competitors are required to use golf carts for practice and competition. Carts shall be provided at no additional cost to NSGA or the athletes.
- Tee time starts for practice and competition rounds. Pairings will be determined after each day of competition.



Horseshoes

- 10-15 outdoor or indoor (preferred) blue clay horseshoe pits are required, subject to NSGA approval, with pit size, venue set-up and markings in accordance with National Horseshoe Pitchers' Association specifications. These pits can be at a current fixed facility or temporary ones constructed for use as long as they meet NGB specifications.
- The indoor venue shall be air-conditioned and the venue operator(s) must be able to regulate, and turn off if necessary, the venue HVAC system.

Pickleball

- 30-40 outdoor or indoor (preferred) courts with the same surface are required, subject to NSGA approval, marked for both singles and doubles, with court size, venue set-up and markings in accordance with USA Pickleball Association specifications. Courts should be in as few locations as possible.
- The playing surface per court shall be smooth and unobstructed from electrical outlets or mechanical boxes on the floor. Indoor Courts should be wood or an acceptable surface approved by NSGA.
- Chairs shall be available for use by the players during changeover.
- ❖ The indoor venue shall be air conditioned and the venue operator(s) must be able to regulate, and turn off if necessary, the venue HVAC system.
- Outdoor courts shall be lighted for night play.

Power Walk

- The Power Walk events will be conducted in accordance with United States Power Walking Association.
- ❖ The 1500M shall be conducted on a USATF certified 400M, all-weather track. The track shall meet the specifications indicated in the Track & Field section.
- ❖ The circuit for the 5000M should be conducted on the road in a recommended loop of 1000M and 500M between turn around.
- ❖ An automated timing system with RFID or chip technology and video finish capability or a system with equivalent technology is required.

Race Walk

- The 1500M shall be conducted on a USATF certified 400M, all-weather track. The track shall meet the specifications indicated in the Track & Field section.

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- ❖ The 5K shall be conducted on a USATF certified flat road course, constructed of concrete or asphalt. The course shall not contain more than one loop unless approved. The course set-up and markings shall be in accordance with USA Track & Field specifications. The 5K race walk shall not be on a track.
- ❖ An automated timing system with RFID or chip technology and video finish capability or system with equivalent technology is required.
- ❖ The course shall be closed to vehicular traffic. Courses crossing railroad tracks will not be approved. Adequate law enforcement presence is required.
- Judge's stands and hydration stands shall be placed at the edge of the course where appropriate.

Racquetball

- 6-10 indoor courts are required, subject to NSGA approval, with court size, venue set-up and markings in accordance with United States Racquetball Association specifications. Glass walled courts are preferred. Courts may not contain any hindrance or obstruction.
- Courts shall be such that seating is available for spectators. Each court shall have provisions for a match referee.

Road Race

- The course shall be USATF certified semi-flat, constructed of concrete or asphalt. The course shall not contain more than one loop unless approved. The course set-up and markings shall be in accordance with USA Track & Field specifications. The start/finish line shall be a minimum of 27 feet wide.
- ❖ An automated timing system with video finish capability and RFID or chip technology or a system with equivalent technology is required.
- ❖ The course shall be closed or tightly restricted to vehicular traffic. Courses crossing railroad tracks will not be approved. Adequate law enforcement presence is required.
- Judge's stands and hydration stations shall be placed at the edge of the course where appropriate.

Shuffleboard

- 16-20 outdoor or indoor (preferred) courts in one location are required, subject to NSGA approval, with court size, venue set-up and markings in accordance with National Shuffleboard Association specifications. Surface type shall be subject to approval.
- The indoor venue shall be air-conditioned and the venue operator(s) must be able to regulate, and turn off if necessary, the venue HVAC system.

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Softball

- 8-12 300 feet softball fields are required, subject to NSGA approval, with field size, venue set-up and markings in accordance with USA Softball specifications, except where modified by NSGA rules. The fields should be as few locations as possible. If baseball fields are used, portable fencing will need to be available.
- ❖ All fields shall be available without interruption (i.e. due to league scheduling or another tournament) the entire day.
- All fields shall be lighted for night play.
- ❖ Separate shaded dugouts shall be provided for each team.
- ❖ Fields shall be lined and dragged prior to each game. National Chair will determine if needed.
- ❖ Adequate staff and equipment shall be available to prepare the fields for play in a timely manner following any rain delay.
- ❖ Double home plate and strike zone mats are required for each field.

Swimming

- The pool shall be 25 yards in length, with a minimum of 8-10 lanes. Starting blocks, pool depth, lane width, water temperature, venue set-up and markings shall be in accordance with United States Masters Swimming specifications.
- A separate warm-up pool 25 yards in length with a minimum of six lanes, adjacent to the competition pool, is required.
- ❖ An automated timing system (Colorado/Daktronics) with starting sound capability is required.
- Each lane shall have its own electronic scoreboard.
- Lifeguards necessary to meet applicable regulations are required at all times when the venue is open.
- The ability to provide two volunteers per lane to manually time the swimmers.

Table Tennis

- 28-30 courts, centered in playing areas of 40 feet by 20 feet, are required, subject to NSGA approval. Venue set-up and marking shall be in accordance with USA Table Tennis specifications. Courts should be wood or an acceptable surface approved by NSGA.



- Regulation barriers shall separate each playing area.
- ❖The ceiling shall be a minimum of 14 feet from the floor, with no girders or obstructions.
- Chairs shall be available for use by the players during changeover.
- The venue shall be indoors and air-conditioned.
- ❖The venue operator(s) must be able to regulate, and turn off if necessary, the venue HVAC system.

Tennis

- 18 -24 courts, with the same surfaces, are required, subject to NSGA approval. Court size, venue set-up and markings shall be in accordance with United States Tennis Association specifications. Courts should be in one venue, maximum two venues.
- All courts shall be lighted for night play.
- If event is conducted outdoors, windscreens shall be placed on all barrier fences.
- Center straps and Singles sticks are required for all courts.
- Adequate staff and equipment shall be available to prepare the courts for play in a timely manner following any rain delay.
- Umpire stands should be available for all courts during quarter, semi and final round matches. One official per four courts during preliminary matches.

Track & Field

- A 400M all-weather track with synthetic surface is required. The venue set-up and markings shall be in accordance with USA Track & Field specifications.
- The track shall have a minimum of eight lanes and shall be lighted for night competition.
- ❖Two of each of the following are required: long jump/triple jump pits, discus rings and cages, shot put rings, javelin runways and high jump pits. One of each of the following is required, however two preferred: pole vault pit and hammer throw ring and cage. Cage height should be a minimum 16' 10".
- ❖An automated timing system with video finish capability or a system with equivalent technology is required.
- A timer's/judge's stand shall be located at the finish line.

Triathlon

- ❖An automated timing system with video finish capability and RFID or chip technology or a system with equivalent technology is required.

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- A 400-meter open water course swim is required. A wading pool to remove sand prior to beginning cycling is required. All course components shall be in accordance with USA Triathlon specifications.
- ❖ The cycling and running courses shall be USA Triathlon certified and semi-flat, with a minimal number of cross streets and corners. The courses shall be smooth and free of debris. The cycling and running shall be closed to vehicular traffic. Courses crossing railroad tracks will not be approved. Adequate law enforcement presence is required.
- Lifeguards necessary to meet applicable regulations are required during the swim portion of competition. For open water swim 6-8 lifeguards in kayaks in the water are required.
- Hydration stations shall be placed at the edge of the course where appropriate.
- All courses shall be contiguous with the transition zone at one location. The start/finish line should be a minimum of 27 feet wide.
- Hazardous areas on the bicycle course shall be flagged and protected as required.

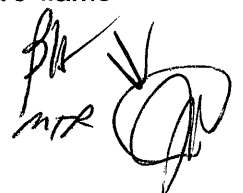
Volleyball

- 12-16 courts are required, subject to NSGA approval, with court size, venue set-up and markings in accordance with USA Volleyball specifications. Courts should be either all wood or an acceptable sport court surface approved by NSGA.
- Each court shall have two benches with space for 15 people each.
- Each court shall have a separate scorer's table.
- Referee stands should be provided for each court.
- The venue shall be indoors and air-conditioned unless otherwise approved.
- ❖ The venue operator(s) must be able to regulate, and turn off if necessary, the venue HVAC system.

Celebration of Athletes (COA)

It is a combination opening/closing ceremony held in the middle of the competition calendar. Local Operator is encouraged to make this a special occasion. All elements proposed by Local Operator are subject to review and approval by NSGA. Admission charges for other attendees are optional and subject to NSGA approval.

- A stadium or air-conditioned arena large enough to seat approximately 15,000 people is required. It must include adequate space to perform a parade of athletes by state. An area for staging the athletes prior to the parade is also required. Complimentary transportation to and from official hotels to the Celebration for competitors is strongly recommended.
- A main stage for presentations by appropriate speakers. A cauldron for the live flame shall be provided, located near the main stage.





- An area sufficient for hosting a VIP/sponsor function before the Celebration is required.

BL
MTR
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Appendix E

For the duration of the Agreement, NSGA and Local Operator shall, at their own expense, each maintain the minimum insurance coverages stated in this Appendix. NSGA and Local Operator shall each maintain insurance coverage against claims relating to any of their acts or omissions, or those of their agents, representatives, employees, or Subcontractors in connection with this Agreement. NSGA and Local Operator shall ensure that each of the other Parties, including GFLCVB in the name of "Broward County," are listed and endorsed as an additional insured on all policies required by this Appendix.

NSGA will obtain quotation(s) for companies, coverages, conditions and costs with the broadest possible terms and conditions of perils and problems with the following including, but not limited to, any and all causes of loss, including any and all consequential loss, especially direct physical damage and other direct and indirect perils and problems, such as: loss of location (i.e., structure, site, surroundings, etc.); riot (s) attending strike (or otherwise) and civil commotion; assassination (international, national, regional, local, etc.) and time of mourning; actual and/or alleged threats of loss (i.e., extortion, etc.), as a result thereof any/all above/below; severe adverse weather conditions (as declared by public and weather authority) that create a serious safety threat (i.e. lightning, tornados, etc.); nonappearance of any individual or group, as a result of any/all above/below, including, but not limited to, contract disputes (and/or any/all above/below); appropriate alterations or variance of insured events, especially if for safety, security, special considerations; etc. NSGA will secure quote(s) on premiums for an Event Cancellation policy for the length of the Event. NSGA will secure quote(s) for this policy within one (1) year of the Event and provide this information to Local Operator. Local Operator shall be responsible for obtaining and maintaining this coverage for the length of the Event.

Not less than ninety (90) days before the start date of the Event, NSGA and Local Operator shall each provide GFLCVB with a copy of all Certificates of Insurance or other documentation sufficient to demonstrate the insurance coverage required in this Appendix. If and to the extent requested by GFLCVB, NSGA and Local Operator shall provide complete, certified copies of all required insurance policies and all required endorsements within thirty (30) days after written request.

NSGA and Local Operator shall ensure that all insurance coverages required by this Appendix shall remain in full force and effect from the commencement of services under this Agreement until all performance required by NSGA and Local Operator has been completed. Local Operator, NSGA, or each of their insurers shall provide notice to GFLCVB of any cancellation or modification of any required policy at least thirty (30) days prior to the effective date of cancellation or modification, and at least ten (10) days prior to the effective date of any cancellation due to nonpayment, and shall concurrently provide GFLCVB with a copy of updated Certificates of Insurance evidencing continuation of the required coverage(s). NSGA and Local Operator shall ensure that there is no lapse of coverage at any time during the time period for which coverage is required by this Appendix.

NSGA and Local Operator shall ensure that all required insurance policies are issued by insurers: (1) assigned an A. M. Best rating of at least "A-" with a Financial Size Category of at least Class VII; (2) authorized to transact insurance in the State of Florida; or (3) a qualified eligible surplus lines insurer pursuant to Section 626.917 or 626.918, Florida Statutes, with approval by Broward County's Risk Management Division.

BLA
MTR

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If NSGA or Local Operator maintain broader coverage or higher limits than the minimum insurance requirements required in this Appendix, GFLCVB shall be entitled to any such broader coverage and higher limits maintained. All required insurance coverages under this Appendix shall provide primary coverage and shall not require contribution from any GFLCVB insurance, self-insurance or otherwise, which shall be in excess of and shall not contribute to the insurance required and provided by Local Operator and NSGA.

NSGA and Local Operator shall each declare in writing any self-insured retentions or deductibles over the limit(s) prescribed in this Appendix and submit to GFLCVB for approval at least fifteen (15) days prior to the commencement of the Event. NSGA and Local Operator shall be solely responsible for and shall pay any deductible or self-insured retention applicable to any claim. GFLCVB may, at any time, require NSGA, Local Operator, or both to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the deductible or retention. If the proof of ability to pay is deemed insufficient by GFLCVB, it may require NSGA, Local Operator, or both to purchase coverage with a lower retention or deductible. NSGA and Local Operator agree to obtain same in endorsements to the required policies.

Unless prohibited by the applicable policy, NSGA and Local Operator each waive any right to subrogation that any of their insurers may acquire against GFLCVB, and agree to obtain same in an endorsement of each of their insurance policies.

NSGA and Local Operator shall require that any subcontractors they utilize maintain insurance coverage that adequately covers the services provided by that subcontractor on substantially the same insurance terms and conditions required under this Appendix. NSGA and Local Operator shall ensure that all such subcontractors comply with these requirements and that Local Operator and NSGA and "Broward County" is named as an additional insured under the subcontractors' applicable insurance policies.

If NSGA, Local Operator, or any subcontractor fails to maintain the insurance required by this Agreement, GFLCVB may pay any costs of premiums necessary to maintain the required coverage and deduct such costs from any payment otherwise due to that party. NSGA and Local Operator shall not permit any subcontractor to provide services under this Agreement unless and until the requirements of this Appendix are satisfied. If requested by GFLCVB, NSGA and Local Operator shall provide, within one (1) business day after request, evidence of each of their subcontractors' compliance with this Appendix.

No policy permitted under this Appendix may include claims-made coverage.

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INSURANCE REQUIREMENTS

Project: 2021 National Senior Games Agreement
 Agency: Greater Fort Lauderdale Convention and Visitors Bureau

TYPE OF INSURANCE	ADDL. INSR.	SUBR. WVD.	MINIMUM LIABILITY LIMITS		
				Each Occurrence	Aggregate
GENERAL LIABILITY - Broad form <input checked="" type="checkbox"/> Commercial General Liability <input checked="" type="checkbox"/> Premises-Operations <input type="checkbox"/> XCU Explosion/Collapse/Underground <input checked="" type="checkbox"/> Products/Completed Operations Hazard <input checked="" type="checkbox"/> Contractual Insurance <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Independent Contractors <input checked="" type="checkbox"/> Personal Injury <input checked="" type="checkbox"/> Sexual Abuse & Molestation Per Occurrence or Claims-Made: <input checked="" type="checkbox"/> Per Occurrence <input type="checkbox"/> Claims-Made Gen'l Aggregate Limit Applies per: <input type="checkbox"/> Project <input type="checkbox"/> Policy <input type="checkbox"/> Loc. <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Bodily Injury		
			Property Damage		
			Combined Bodily Injury and Property Damage	\$2,000,000	\$4,000,000
			Personal Injury		
			Products & Completed Operations		
AUTO LIABILITY <input checked="" type="checkbox"/> Comprehensive Form <input checked="" type="checkbox"/> Owned <input checked="" type="checkbox"/> Hired <input checked="" type="checkbox"/> Non-owned <input checked="" type="checkbox"/> Any Auto, if applicable <i>Note: May be waived if no driving will be done in performance of services/project.</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Bodily Injury (each person)		
			Bodily Injury (each accident)		
			Property Damage		
			Combined Bodily Injury and Property Damage	\$1,000,000	
<input type="checkbox"/> EXCESS LIABILITY / UMBRELLA Per Occurrence or Claims-Made: <input checked="" type="checkbox"/> Per Occurrence <input type="checkbox"/> Claims-Made <i>Note: May be used to supplement minimum liability coverage requirements.</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/> WORKER'S COMPENSATION <i>Note: U.S. Longshoremen & Harbor Workers' Act & Jones Act is required for any activities on or about navigable water.</i>	N/A	<input checked="" type="checkbox"/>	Each Accident	STATUTORY LIMITS	
<input checked="" type="checkbox"/> EMPLOYER'S LIABILITY			Each Accident	\$100,000	
<input checked="" type="checkbox"/> LIQUOR LIABILITY <i>*Required by Local Operator if alcoholic beverages will be sold/served at the event.</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Each Accident	\$1,000,000	
<input type="checkbox"/> PROFESSIONAL LIABILITY (ERRORS & OMISSIONS) All engineering, surveying and design professionals.	N/A	<input checked="" type="checkbox"/>	If claims-made form:		
			Extended Reporting Period of:		
			*Maximum Deductible:		
<input type="checkbox"/> Installation floater is required if Builder's Risk or Property are not carried. <i>Note: Coverage must be "All Risk", Completed Value.</i>			*Maximum Deductible (Wind and/or Flood):	Not to exceed 5% of completed value	Completed Value
			*Maximum Deductible:	\$10 k	
Description of Operations: "Broward County" shall be listed as Certificate Holder and endorsed as an additional insured for liability, except as to Professional Liability. County shall be provided 30 days written notice of cancellation, 10 days' notice of cancellation for non-payment. Contractors insurance shall provide primary coverage and shall not require contribution from the County, self-insurance or otherwise. Any self-insured retention (SIR) higher than the amount permitted in this Agreement must be declared to and approved by County and may require proof of financial ability to meet losses. Contractor is responsible for all coverage deductibles unless otherwise specified in the agreement.					

CERTIFICATE HOLDER:
 Broward County
 115 South Andrews Avenue
 Fort Lauderdale, Florida 33301

Clouall
 COLLEEN POIRALL
 County Administrator, Broward
 County Organization, 600 BCC
 600 BCC, 600 BCC
 600 BCC, 600 BCC
 2019.01.17 11:24:40 -0500
 Risk Management Division

BLA
MR



Appendix F

RIGHTS AND TITLES

Marks, Logos, Merchandise and Intellectual Property

NSGA shall hold all rights and title in and to NSGA trademarks, service marks, trade names, trade dress, copyrights, slogans, symbols, devices and logos associated with NSGA and/or the Event (other than GFLCVB's name, logo or any derivations therefrom; all of which remains the sole property of GFLCVB), or used to identify NSGA and/or the Event, whether registered, pending or pursuant to common law (the "Intellectual Property").

NSGA shall hold all rights, title and interest in and to any legally protectable Intellectual Property, including, without limitation, the right to use and exploit such intellectual property in connection with the Event, Event merchandise, premiums, uniforms, or any other product or iconic Event symbol bearing such Intellectual Property, regardless of the funding sources for the aforementioned. No items utilizing the Intellectual Property may be produced without the express written consent of NSGA and are subject to the terms of the Merchandising and License Agreement.

NSGA may at all times during the Event sell merchandise of any sort (as different from Event merchandise) that is unrelated to the Event but bears intellectual property owned by NSGA.

Local Operator will design and develop the logo for The Event, which shall be subject to NSGA and GFLCVB approval.

Broadcast

NSGA shall own all broadcast rights including but not limited to: radio, television, internet, podcast and streaming, and may broadcast or contract with a third party or parties to broadcast the Event. Specific broadcast rights may be granted to Local Operator, GFLCVB, or both, subject to NSGA approval.

Photography

NSGA and Local Operator shall each have the right to photograph and/or film the Event or parts thereof. Either Party may, without the consent of the other, use said photographs and/or films for non-commercial purposes and upon each Party's official website. NSGA, but not Local Operator, shall have the right to use said photographs and/or films for commercial purposes. It shall be the responsibility of the photographing Party to obtain any releases, clearances or other instruments necessary for the use of such photographs. Only photographs taken by NSGA Official Photographer or NSGA approved vendors may be offered for sale.

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Data

All data produced as a result of producing, promoting, or conducting the Event shall remain the sole property of NSGA. Such data includes, but shall not be limited to, athlete names, addresses, phone numbers, email addresses, qualifying information, start lists and results or other information acquired through the conduct of registration, competition or research. Local Operator's usage of such data shall be limited to promotion, registration, and participant information for the Event, per NSGA approval. Such data shall not be released or sold by Local Operator, unless required by applicable law. Further, Local Operator shall submit all Event related data collected as a result of Local Operator's involvement in the Event to NSGA within 90 days of the conclusion of the Event, and after such submission of data, NSGA shall be solely responsible for any liability associated with such data and shall be solely responsible for the maintenance of such data. Local Operator's submission of data to NSGA does not waive or relieve Local Operator of any liability associated with the data while in Local Operator's possession. Such data shall be submitted in a mutually agreeable format.

Research

NSGA shall hold all rights and titles to all research conducted at the Event or upon or with the Event participants facilitated in conjunction with the Event.

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Appendix G

FINANCIAL RELATIONSHIP

1. Fiscal Solvency

No later than March 11, 2020, Local Operator shall secure and submit in writing to NSGA an independent agency(ies) or individual(s) or other NSGA approved method to formally guarantee the fiscal solvency of the Games.

Fundraising

Local Operator shall be solely responsible for securing the funds necessary to perform the scope of services, as set forth in this Agreement and the appendices. Fundraising may be in the form of cash (from sponsorship sales or other sources), budget relieving in-kind ("BRIK") arrangements or value in-kind ("VIK") arrangements.

NSGA retains the right to approve all sponsorship offerings including, but not limited to, sponsorship category, fulfillment components, terms of agreement, exclusivity, and financial arrangements, including BRIK and VIK components.

2. Event Fee and Payment: GFLCVB's financial obligations stated in this section are restatements of obligations contained in the Agreement, are restated in this Appendix solely for ease of reference, and do not constitute additional obligations by GFLCVB to any other Party.

In consideration for the right to host the Event, GFLCVB will pay NSGA a total "Event Fee" of Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00), which is inclusive of the Proposal Fee and the Letter of Intent Fee.

NSGA acknowledges that as of the Effective Date, GFLCVB has paid the Proposal Fee of Five Thousand Dollars (\$5,000) and the Letter of Intent (LOI) Fee of Twenty Thousand Dollars (\$20,000), which are applied as credit towards the Two Hundred Fifty Thousand Dollars (\$250,000) cumulative Event Fee payment. Therefore, the remaining balance on the Event Fee amount is Two Hundred Twenty-Five Thousand Dollars (\$225,000).

The remaining \$225,000 of the Event Fee will be made in four (4) payments of Fifty-Six Thousand Two Hundred Fifty Dollars (\$56,250) each. The payment due dates are: (a) fifteen (15) calendar days after the Effective Date; (b) October 13, 2019; (c) June 14, 2020; and (d) February 7, 2021.

GFLCVB shall further pay to Local Operator the sum of Seven Hundred Fifty Thousand and 00/100 Dollars (\$750,000.00), which sum shall be used by Local Operator solely to defray the costs of the organizing and running of the Games. GFLCVB's payment to Local Operator shall be made as follows: (a) fifteen (15) calendar days after the Effective Date, One Hundred Thousand Dollars (\$100,000); (b) by May 31, 2019, Seventy Five Thousand Dollars (\$75,000); (c) September 30, 2019, Seventy Five Thousand Dollars (\$75,000); (d) January 31, 2020, One Hundred Thousand Dollars (\$100,000); (e) May 31, 2020, Seventy Five Thousand Dollars (\$75,000); (f) September 30, 2020, Seventy Five Thousand Dollars (\$75,000); (g) January 31, 2021 (\$100,000); and (h) a final payment of \$150,000 on the later of August 24, 2021 or when Local Operator has provided all final reports and documentation to GFLCVB required by this

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Agreement.

3. Income Sources

Notwithstanding anything contained in this Agreement to the contrary, the Parties acknowledge and agree that NSGA shall be entitled to retain income from the following sources as set forth below:

- NSGA shall retain one hundred percent (100%) of any payments received pursuant to the contract with the Official NSGA Official Event Merchandiser or any other vendor chosen to sell Event-related merchandise.
- NSGA shall reimburse up to One Hundred Thousand Dollars (\$100,000.00) for certified competition officials.
- NSGA will determine, collect, and retain all Event entry fees from each athlete.
- NSGA will determine and collect any surcharges for individual sports due to venue fees (e.g., additional charges for golfers due to greens fees or golf carts) and shall remit 100% of surcharges to Local Operator.
- NSGA and Local Operator will select Travel Partner to manage lodging, airfare, and rental cars. NSGA has the right to approve any Housing Partner suggested by the Local Operator, who must meet NSGA standards for room rates, rebate amount, comp room policy, experience, proven track record and protocol to service the participants.

4. Other Event Revenues

- All Event-related hotel rebates and/or commissions shall be subject to NSGA approval, regardless of the property's status of participation in the official Event housing program.
- All other sources of Event-revenue shall be subject to NSGA approval.

5. Event Sponsorships

- Local Operator and NSGA shall coordinate their individual efforts in securing sponsors to avoid conflicting sponsors.
- There can only be one National Presenting Sponsor. NSGA will procure the Presenting Level and higher sponsorships.
- For consideration of product category exclusivity of the 2021 National Senior Games, the sponsorship must be a minimum of Two Hundred Thousand Dollars (\$200,000.00) cash.
- GFLCVB is hereby designated as a one of the top sponsor levels of the Games and shall be entitled to the same advertising and other benefits that other sponsors at that level are otherwise eligible to receive.
- NSGA will approve sponsor benefits.
- No sponsorships will be associated with tobacco products.

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- NSGA shall have access to all sponsorship contracts pertaining to the 2021 National Senior Games. Appropriate privacy protocol and confidentiality will be followed with regard to receiving copies, subject to the requirements of the Public Records section of the Agreement.
- NSGA has exclusivity to contract a Presenting Sponsor and any other higher levels.
- NSGA has exclusivity to the following Event assets:
 - Flame Arrival Ceremony
 - Celebration of Athletes
 - The Village
 - Awards Presentation Area and Stands
- Local Operator shall have first option to seek sponsorships from Local Sponsors.
- NSGA and Local Operator shall collaborate to manage to protect exclusivity granted to Sponsors in Product Categories and ensure maximum cash value is generated from available assets and each Product Category.

6. Definitions

1.1 "Local Sponsors" shall mean those businesses and organizations that are located within the same state as the National Games host city and which are identified by NSGA as local sponsors.

1.2 "National Sponsors" shall mean all businesses and organizations that are not Local Sponsors.

1.3 "Sponsors" shall mean Local and National Sponsors.

1.4 "Local Games Assets" shall mean those certain NSGA assets made available to Local Operator to sell to Local Sponsors.

1.5 "NSGA Assets" shall mean NSGA Sponsorship Assets and the Licensed Marks.

1.6 "Product Categories" shall mean the specific types of business, product or service conducted, sold or performed by Sponsors with respect to which NSGA may grant some form of exclusivity.

- **NSGA National Event Sponsors**
 - NSGA shall be responsible for contracting with and invoicing all NSGA Sponsors.
 - NSGA shall be responsible for expenses related to execution & activation of NSGA Sponsor contracts unless such execution and activation is part of a multi-sponsor benefit in which NSGA Sponsor(s) is part of a larger sponsor group (e.g., creation of a banner with sponsor names).

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- **Local Operator Event Sponsors**

- Local Operator shall be responsible for contracting with and invoicing all Event sponsors that are not NSGA Sponsors, i.e., that are obtained by Local Operator, are not obtained through national leads generated by someone other than Local Operator and/or commit to sponsor only the Event ("Local Operator Event Sponsors").
- NSGA shall have the right to approve all Local Operator Event Sponsors and the terms of such sponsorship including, but not limited to, sponsorship category, fulfillment components, terms of agreement, exclusivity, and financial arrangements (including BRIK and VIK components).
- NSGA shall have the right to approve all Local Operator Event Sponsors and the terms of such sponsorship including, but not limited to, sponsorship category, fulfillment components, terms of agreement, exclusivity, and financial arrangements (including BRIK and VIK components). Such approval shall not be unreasonably withheld and NSGA shall use its best efforts not to impede Local Operator fundraising. The cash amount shall be fairly negotiated in equivalency to the value of the in-kind product.
- Local Operator may not sign any corporations to National sponsorship contracts that include the involvement and participation of NSGA's Member State Games without prior discussion with NSGA and NSGA's prior written consent. Only Local Operator's 2021 National Senior Games sponsors and NSGA sponsors shall be recognized with the 2021 National Senior Games.
- Any and all Net Profits/losses of sponsorships generated by Local Operator in hosting the 2021 National Senior Games shall remain with Local Operator, subject to any agreed upon revenue-sharing provisions.

- **Sponsorship Options**

- Local Operator and NSGA may agree to mutually collaborate and provide resources to secure a Local Sponsor. In such a case, a separate agreement would be made between Local Operator and NSGA. The agreement shall clarify the sponsorship fee and fulfillment terms along with the revenue-sharing terms for the sponsorship.
- The following categories are closed to Local Operator due to current exclusivity with a sponsor. NSGA will provide Local Operator updates on potential exclusive agreements.
 - Humana – Health insurance, specialty products or supplemental insurance/benefits

7. Reconciliation of Event Revenues

- **Interim Reconciliation:** The Parties shall meet in-person or by telephone, to agree upon a calculation of total funds raised before April 14, 2021.



Final Reconciliation: If Local Operator makes a net profit over Two Hundred Fifty Thousand Dollars (\$250,000.00) from the Event, Local Operator shall pay NSGA fifty percent (50%) of the net profit over \$250,000.00. Net profit is defined as the liquid assets remaining after all liabilities are settled. Liquid asset is an asset that can be converted into cash quickly. The Parties shall meet, in-person or by telephone, to agree upon a final calculation of net profit, if any, and any monies due to either Party under this Agreement. Such meeting shall occur on or before November 15, 2021, unless otherwise agreed in writing by the Parties hereto. Local Operator shall provide NSGA and GFLCVB a final financial reconciliation on or before November 15, 2021. Remains of the Games

After the Event, the method of disposition of all tangible personal property owned by Local Operator and related to the Event shall be mutually agreed by Local Operator and NSGA. Local Operator shall retain all proceeds from the sale of any Local Operator property.

Performance Considerations

NSGA and Local Operator agree that completion of specific contract items within the time frames and schedules called for in the contract is critical to maintaining customer loyalty and producing a high-quality event. NSGA and Local Operator both agree to use their commercially reasonable best efforts to comply with their respective obligations under this Agreement as set forth above and within any agreed upon time frames and deadlines. As provided above, to the extent that approval from the other Party is required in connection with any performance obligation, said approval shall not be unreasonably delayed, conditioned or withheld. Unless otherwise provided herein, Local Operator shall present matters (e.g., venues, vendors, sponsors, etc.) for NSGA's approval in writing and NSGA shall have fifteen (15) business days to respond. If NSGA has not responded within fifteen (15) business days, the matter presented shall be deemed approved.

Local Operator's failure to meet certain provisions of this contract shall result in additional fees paid by Local Operator to NSGA in accordance with the following schedule (for clarity, GLFCVB shall have no liability or obligation for any fees under this section):

1. Five Thousand Dollars (\$5,000.00) per venue for every 30 days after October 30, 2020, Local Operator fails to secure a contract for an approved venue. If Local Operator has prior written approval from NSGA to not have secured a contract with an approved venue by October 30, 2020, no liquidated damages shall apply for that venue.
2. Ten Thousand Dollars (\$10,000.00) for each category of collateral produced without NSGA approval or otherwise in violation of this Agreement.
3. Ten Thousand Dollars (\$10,000.00) for failure to adhere to each identified sport/venue specification and/or format of competition, after written notice providing details of the failure, a proposed cure, and a reasonable and adequate timeframe within which to accomplish that cure.
4. Unless a venue is changed at NSGA's request or due to a closure outside of Local Operator's control, Twenty-Five Thousand Dollars (\$25,000.00) per venue for any venue changed without prior written approval from NSGA, plus any costs assumed by NSGA to bring the venue up to NSGA standards and/or acquire additional venues due to the use of unapproved venues.

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5. One Hundred Dollars (\$100.00) to Twenty-Five Thousand Dollars (\$25,000.00) per deficiency as designed to approximate NSGA's actual damages for failure to correct any deficiency in a NSGA Protocol within the time frame specified by NSGA or without prior written approval from NSGA. Provided, however, that no penalty may be levied unless NSGA has provided Local Operator with written notice of the deficiency, a commercially reasonable proposed cure and a reasonable and adequate timeframe within which to accomplish that cure.

All penalties shall be payable immediately (at the time they are incurred).

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Appendix H

NSGA PROTOCOLS

Certain elements regarding the conduct of the Event require adherence to specific NSGA procedures, as detailed in official NSGA protocols manual. Failure to adhere to NSGA Protocols shall result in additional fees paid to NSGA (see Appendix G). Any deviation from NSGA Protocols must be approved in advance by NSGA. Protocols may be modified by NSGA. These Protocols include the following:

- After-Action Reports
- Awards Verification
- Awards Announcer Script
- Awards Ceremony
- Communications
- Medical (suggested protocol only)
- Special Services Committee
- Officials
- Rules and Format of Competition
- Protest Procedures
- Athlete Check-In Quality Assurance and Quality Control
- Results Processing
- Appendix AA – On-Site Results Personnel

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AFTER-ACTION REPORT (“After-Action Report”)

Local Operator is required to submit an After-Action Report to NSGA following the conclusion of the Event in such printed and/or electronic format as NSGA may reasonably request by August 30, 2021 or such later date as the Parties may agree.

The After-Action Report shall include the final progress report, which shall contain information current through the close-out of the Event.

The After-Action Report must include the following areas, except where the responsibility falls under the purview of NSGA:

1. Games Administration
2. Registration
3. Merchandise
4. Sponsorship
5. Medical
6. Transportation
7. Communications
8. Marketing
9. Public Relations
10. Housing
11. Results
12. Finance
13. Entertainment
14. Flame Arrival Ceremony
15. Celebration of Athletes
16. Media
17. Awards
18. Each Sport
19. Athlete Services
20. Volunteers
21. Logistics and Operations

The After-Action Report should contain information including, but not limited to:

1. Committee responsibilities and function
2. Staffing
3. Lessons learned both positive and negative
4. Recommendations for future National Senior Games including:
 - a. Recommendations for NSGA
 - b. Recommendations for future LOC
5. Detailed statistical information should be included in the reports when possible, i.e. Number of volunteers, Total number of volunteer hours.



AWARDS VERIFICATION

Individual Sports

Confirmation Sheet

SPORT _____

Event _____

AGE DIVISION _____

Gold Medalist

Print

Signature

Silver Medalist

Print

Signature

Bronze Medalist

Print

Signature

4th Place Finisher

Print

Signature

5th Place Finisher

Print

Signature

6th Place Finisher

Print

Signature

7th Place Finisher

Print

Signature

8th Place Finisher

Print

Signature

BLA
MTR



Team Sports

Confirmation Sheet

SPORT _____ **Division** _____

AGE DIVISION _____

**Attach Roster with initials of team members that pick up awards.
Captain to verify roster after team members present have initialed roster.**

Gold Medalist

Team Name (Print)

Captain's name

Signature

Silver Medalist

Team Name (Print)

Captain's name

Signature

Bronze Medalist

Team Name (Print)

Captain's name

Signature

4th Place Finisher

Team Name (Print)

Captain's name

Signature



SPORT _____ **Division** _____

AGE DIVISION _____

**Attach Roster with initials of team members that pick up awards.
Captain to verify roster after team members present have initialed roster.**

Gold Medalist

Team Name (Print)

Captain's name

Signature

Silver Medalist

Team Name (Print)

Captain's name

Signature

Bronze Medalist

Team Name (Print)

Captain's name

Signature

4th Place Finisher

Team Name (Print)

Captain's name

Signature

PK
MR ↓ *[Signature]*



SPORT _____ **Division** _____

AGE DIVISION _____

**Attach Roster with initials of team members that pick up awards.
Captain to verify roster after team members present have initialed roster.**

5th Place Finisher

Team Name (Print)

Captain's name

Signature

6th Place Finisher

Team Name (Print)

Captain's name

Signature

7th Place Finisher

Team Name (Print)

Captain's name

Signature

8th Place Finisher

Team Name (Print)

Captain's name

Signature

1
BL
MK
[Signature]



AWARDS ANNOUNCER SCRIPT - Sample

Ladies and Gentlemen – At this time, please direct your attention to the awards area located at (announce location) where we will present the awards for the

(Women's/Men's/Mixed/Doubles): (Age Division): (Sport/Event Name):

Presenting the awards this morning/afternoon/evening is: (Name & Title & Organization of Presenter(s))

Finishing in 8th place, from: (Hometown City & State) at age (Age)
(Athlete First Name) (Athlete Last Name)

Finishing in 7th place, from: (Hometown City & State) at age (Age)
(Athlete First Name) (Athlete Last Name)

Finishing in 6th place, from: (Hometown City & State) at age (Age)
(Athlete First Name) (Athlete Last Name)

Finishing in 5th place, from: (Hometown City & State) at age (Age)
(Athlete First Name) (Athlete Last Name)

Finishing in 4th place, from: (Hometown City & State) at age (Age)
(Athlete First Name) (Athlete Last Name)

The winner of the bronze medal, from: (Hometown City & State) at age (Age)
(Athlete First Name) (Athlete Last Name)

The winner of the silver medal, from: (Hometown City & State) at age (Age)
(Athlete First Name) (Athlete Last Name)

And the 2021 National Senior Games Champion with a winning time/distance/score of _____, from: (Hometown City & State) at age (Age) is
(Athlete First Name) (Athlete Last Name)

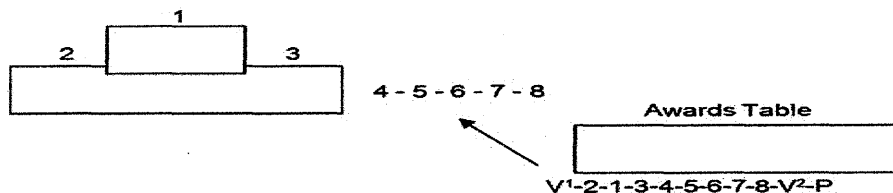
Please give all our Senior Games Champions a big round of applause.

AWARDS CEREMONY

General Procedures

At the awards table, there should be 2 volunteers and the sport's awards representative to ensure that the ceremony runs smoothly. The announcer should page the winners to the awards table a few minutes prior to the ceremony. One of the volunteers arranges the medals and ribbons on an awards tray, making sure the correct medals and ribbons are ready for presentation. The other volunteer has each award recipient present sign the Awards Verification Sheet verifying that they received their award. **A signature from every participant who receives an award must be obtained or a written explanation of any missing signature(s) provided.**

When the awards table is ready the announcer begins the ceremony, using the script included with this protocol. The volunteer securing the signatures leads the group out to the awards stand. The award winners should be in this order: 2 – 1 – 3 – 4 – 5 – 6 – 7 – 8 as seen from the audience left to right. Following is a diagram to illustrate this:



V¹ = Volunteer (leads group)
V² = Volunteer (lines up group)
P = Presenter

The leader of the group will walk behind the awards stand and platform in a position to lead the group back off the platform to the awards table.

The second volunteer who organized the awards on the tray will follow the group out to the awards stand with the medals on the tray. The dignitary presenting the awards will follow the entire group out to the field.

As the group walks out to the stand, the Olympic Fanfare shall be played. The announcer will begin when the group reaches the awards stand.

Allow time after the awards are given for applause and pictures.

The volunteer who led the group onto the field will lead the group off the field with the second volunteer and then dignitary following. The group will walk back to the awards table.

Return the unused awards and the Awards Verification Sheet to NSGA representative in the Results Room at the conclusion of activity each day.

COMMUNICATIONS

Including Emergency Procedures

Local Operator shall develop and maintain an Event-wide communications system in accordance with the following protocol. The system shall include provisions for communication by and between the following as required:

- Event Information Center
- Event Command Center
- NSGA Staff
- GFLCVB and Local Operator Staff
- Competition Managers and staff
- Venue Managers and staff
- Emergency response personnel (Medical, Police, Fire)
- Corrective Action Team
- Special Services and/or other necessary volunteers
- Results Room
- Media Center
- Transportation
- Volunteers

The system shall include establishing emergency procedures to be distributed to all appropriate personnel. The emergency procedures shall incorporate the provisions of the emergency communications section of this protocol, unless otherwise approved. This should include clear instructions on how to respond to an emergency situation, e.g., who to contact and how, responding to inquiries from the press and others. It shall also include instructions regarding the use of two-way radios if applicable. Local Operator shall be responsible for training all staff in the proper use of radios and cellular telephones.

Under no circumstances shall a life-threatening injury or death be reported or discussed by Local Operator via two-way radio or other open communication equipment, with the exception of public safety officials.

The system shall include provisions for 24-hour communication between designated NSGA and Local Operator staff.

The system shall provide for the distribution and maintenance of cellular telephones and two-way radios as required meeting the system's requirements.

The system shall include establishing an Event Communications Center. The Communications Center shall open at least two days prior to the start of athlete check-in and close no earlier than two days after the completion of competition. The Communications Center shall open each day at least 90 minutes prior to the start of competition and close each day no earlier than 90 minutes after the close of the last venue. The Communications Center shall be responsible for the following, including, but not limited to:

- Logging daily communications activity as appropriate.



- Monitoring, logging and coordinating as necessary all emergency communications.
- Notifying appropriate personnel and/or committees in the event of an emergency.
- Coordinating the activities of the Corrective Action Team.
- Logging the opening and closing of competition of each venue each day.
- Developing, maintaining and distributing a communications contact list. This list should include a list of appropriate personnel with job titles/descriptions/contact information.
- Designating a "Duty Officer" to receive calls of an emergency nature during times the Communications Center is closed.
- Distribution and maintenance of all communications equipment.
- Maintaining current NOAA weather information.

EMERGENCY COMMUNICATIONS

Emergency procedures established for the Event shall include the following procedures.

The following situations listed below require the **immediate** notification of the designated NSGA staff.

- Death of a competitor, spectator or other event related personnel.
- Life-threatening transport to a hospital of any of the above named persons.
- Inclement weather such as heavy rain, lightning, high wind, tornado or other severe condition/situation that threatens the immediate safety of any venue.
- Any problem with a venue that will interrupt an event or the overall schedule of events.
- Other emergency situations as warranted in Local Operator and NSGA's judgment.

NSGA Senior Staff must be notified in the event of any of the above emergencies.

NSGA Director of Communications shall coordinate the release of any and all information regarding an emergency situation.

The following emergency situations require the activation of the Special Services Committee ("SSC"):

- Death of a competitor, spectator, Local Operator staff member, or other Event related personnel.
- Life-threatening transport to a hospital of any of the above named personnel.
- Admission to a hospital for any of the above named personnel.
- Other emergency situations that are not related to the event but has direct impact on the attendees as identified by NSGA or Local Operator.



MEDICAL

The following protocol presents recommendations for medical services based on the past experience of NSGA. The final medical plan is the responsibility of Local Operator. The final plan is subject to NSGA review and approval.

When developing the medical services plan, Local Operator should take the following into consideration. That a significant number of first-aid calls will occur during the Event, the staff levels must be sufficient to handle this anomaly and the staff should be prepared to handle this additional load.

While tents are required at outdoor venues for protection from the sun and heat, cooling stations, which may include fans and/or misters, should be considered during hotter weather.

Local Operator must provide a free 'walk-in clinic' location at the main competition venue (i.e., The Village) to manage walk up, drop-in and referred athletes that have suffered a minor injury or illness during the Event. Staffing and daily hours must be posted on site, online and in all athlete collateral materials. The 'walk-in clinic' can also be the main staging area for medical operations.

Local Operator must provide and have an Automated External Defibrillator (AED) available at each venue and sport. A location map of each AED will be provided to the venue/sport coordinator.

Local Operator is required to submit daily summaries of all cases treated the previous day to NSGA no later than 12 p.m. (Noon) prevailing time. A sample report document is included to utilize for accurate tracking and reporting.

Medical coverage must be provided during all practice days. Competition and/or practice may not be conducted without the presence of the full team of approved medical personnel. Event specific, highly visible, uniforms for medical personnel are highly recommended.

See the following Page for minimum medical staffing chart by sport.

Handwritten signatures in black ink, including the initials "BA" and "MTR" on the left, and a large, stylized signature on the right.



RECOMMENDED NUMBER MEDICAL PERSONNEL COVERAGE

The following table shows the minimum recommended number medical personnel coverage for each sport. Final coverage may be revised based on participation numbers and venue consolidation.

Sport/Venue	MD ¹	CEP ²	EMT	CAT ³	Special ⁴
Archery				2	
Badminton				1	
Basketball		1		1	
Bowling				1	
Cycling		2	2	1	Ambulance & roving mobile units
Golf			1	1	
Horseshoes				1	
Pickleball			1	1	
Power Walk		1		1	
Race Walk		1		1	
Racquetball			1	1	
Road Race			1	1	Roving mobile units
Shuffleboard				1	
Softball		1		1	
Swimming				1	Lifeguards in accordance with local regulations
Table Tennis				1	
Tennis			1	1	
Track & Field	1	1	1	2	Ambulance
Triathlon		1	1	1	Ambulance & roving mobile units Lifeguards in accordance with local regulations Five kayaks with lifeguards
Volleyball			1	1	
					AED's mandatory for every venue
¹ Licensed Physician ² Certified Paramedic ³ Certified Athletic Trainer ⁴ Items in this column are in addition to those shown in other columns					



Date and Year					
Time	Type of injury	Age	Responder	Location	Treatment detail

NSGA GAMES MEDICAL REPORT MUST BE ON FILE NO LATER THAN 12 PM THE FOLLOWING DAY OF COMPETITION.

BA
MR
[Signature]



SPECIAL SERVICES COMMITTEE (SSC)

Local Operator will establish the SSC in accordance with the following protocol. The SSC is important to the success and overall care NSGA seeks to provide its athletes. The SSC is activated during emergency situations to assist athletes, spectators and staff in dealing with difficult and emotional situations. This SSC is on-call 24 hours per day two days prior to event competition commencing and one day after competition concludes.

The following emergency situations require the activation of the SSC:

- Death of a competitor, spectator, GFLCVB or Local Operator staff member, or other Event related personnel.
- Life-threatening transport to a hospital of any of the above named personnel.
- Admission to a hospital for any of the above named personnel.
- Other emergency situations that are not related to the event but has direct impact on the attendees as identified by NSGA, GFLCVB or Local Operator.

The committee's duties may include, but are not limited to:

- Providing logistical assistance with arranging housing and transportation for the spouses or companion(s) of the injured or seriously ill.
- Assisting with standard funeral arrangement protocol for deceased competitors, companions or other personnel from out-of-state.
- Providing grief counseling or religious outreach, if requested.
- Contact with Official NSGA Travel Partner for possible last minute emergency accommodations for family member.
- Work closely with the Business Operation Director ("BOD") designated by Local Operator.

The committee should include trained counselors, funeral director, and clergy from several dominations.

Communications Protocol

- The BOD will be notified from the Medical Director in the event any athlete, staff, or spectator is transported to the hospital, including a briefing of the incident and the individual(s) status.
- The BOD will then contact and engage the SSC.

The BOD will contact CEO of NSGA, Local Operator Executive Director and NSGA Director of Communications (who will coordinate the release of any and all information regarding an emergency situation). Daily or as the incident requires briefings on the situation will be given to the BOD and will be communicated to necessary individuals within NSGA and Local Operator.

OFFICIALS

Archery Certified judges and certified Director of Shooting

Badminton Roving officials for each venue during prelims
 Certified referee on each court for semis and finals



Basketball	2 certified officials per court during pool play 3 certified officials per court during championship play NCAA certification preferred/High School certification required Scorekeeper per court Timekeeper per court
Bowling	NGB (USBC) official as required by sanction
Cycling	NGB (USA Cycling) certified officials Trained moto marshals for road races
Golf	Roving referees and marshals on each course
Horseshoes	Roving referees
Pickleball	One referee for each court
Power Walk	Certified race walk officials 1,500 M: 12 judges and one official 5,000 M: 8 judges on course, one official, 4 table recorders, and 2 cyclists on course for warning card delivery
Race Walk	NGB (USATF) certified officials 1,500 M: 12 judges and one official 5K: 8 judges on course, one official, 4 table recorders, and 2 cyclists on course for warning card delivery
Racquetball	Roving officials during prelims Referee for each court for semis and finals
Road Race	Certified officials
Shuffleboard	Roving referees for each game Referees for each court for semi-final and final matches
Softball game	2 NGB (USA Softball) certified umpires for each preliminary round game 3 NGB (USA Softball) certified umpires for each championship round Scorekeeper per field
Swimming	NGB (USMS) Certified officials required by sanction Minimum four Certified officials per session (i.e. starter and stroke and turn judges)
Table Tennis	Roving referee Roving umpires during prelims Umpire on each table for semis and finals



Tennis	Minimum one certified officials per four courts during prelims Certified chair umpire on each court for semis and finals Line judges on each court for finals
Track & Field	NGB (USATF) certified officials as required by sanction
Triathlon	NGB (USA Triathlon) certified officials as required by sanction
Volleyball	NGB (USA Volleyball) certified official up and down during prelim rounds NGB certified officials up and down for championship rounds Trained line judges for semis and finals

BLA
USATF

A handwritten signature in black ink, appearing to be "J. [unclear]".



RULES AND FORMAT OF COMPETITION

For the most part, the rules and formats for competition at the National Senior Games are specified in the current NSGA Official Sport Rules Book. Additional information is provided here to ensure Local Operator has a clear understanding of NSGA's expectation with respect to the conduct of competition.

Competition shall, at all times, be conducted in a manner consistent with that of a national championship, particularly with respect to following the rules of competition. All Competition Managers, officials, and others involved in the conduct of the sport are expected to be intimately familiar with the rules and formats governing the conduct of their competition, including any nuances that may be peculiar to masters/senior competition. **No Competition Manager may change or alter the rules of competition or revise a previously published format without the prior consent of NSGA Director of Events & Programs.** Competition Managers and/or staff members who take it upon themselves to do so will be relieved of their duties.

Schedules shall be published in advance and may not be altered without prior approval from NSGA. Competition may be delayed, but may not begin prior to its previously published starting time. Pool play schedules shall be revised to provide additional competition for those affected by no-shows and it shall be the responsibility of the Competition Manager to dutifully inform all athletes affected by a schedule change.

Schedules shall be developed in such a manner as to provide an appropriate amount of rest for competitors between games, matches, heats or events.

All tiebreaker procedures shall be approved by NSGA and published in the program and/or NSGA Official Sport Rule document.

In sports using pool play to conduct preliminary rounds, every effort shall be made to place every competitor or team into the final championship bracket. Pool play results shall be used to determine seeding in the championship bracket, and these procedures shall be detailed in the program and/or NSGA Official Sport Rules Book.

Athletes and/or teams shall be seeded into pools if at all possible, using the appropriate data, including, but not limited to, the results of past National Senior Games. Pools and/or brackets shall be developed such that players from the same state/geographical area do not face each other in the early rounds.

Competitors in older age divisions with fewer athletes shall be given additional competition opportunities with athletes outside their age division. These games shall not be counted towards the final results for either athlete and/or team.

Handwritten signatures in black ink, including "MTR" and a large circular signature.



PROTEST PROCEDURES

Any person desiring to make a protest with regard to any aspect of competition at the Event shall make such protest to the Competition Manager of the competition in question. All protests must be written and submitted to the Competition Manager within 30 minutes of the conclusion of the game, match, heat, or event under protest. The Competition Manager will evaluate the protest and render a decision. If the Competition Manager's response to a protest is such that a further hearing is desired, a hearing may be requested with NSGA's Director of Events & Programs. This request must be made to the Competition Manager or NSGA Director of Events & Programs within 30 minutes of the initial protest denial. All decisions by NSGA's Director of Events & Programs are final and not subject to further appeal.

PROTEST INFORMATION

SPORT: _____ EVENT: _____

DATE INCIDENT OCCURRED: _____ TIME INCIDENT OCCURRED: _____

NAME: _____ PARTICIPANT NUMBER: _____

LOCAL PHONE NUMBER: _____

BRIEFLY DESCRIBE THE INCIDENT AND THE REASON FOR YOUR PROTEST. USE THE REVERSE SIDE OF THIS FORM FOR MORE SPACE.

COMPETITION MGR. DECISION:	APPROVE	DENY
SIGNATURE: _____	DATE: _____	TIME: _____

Director of Events & Programs DECISION:	APPROVE	DENY
SIGNATURE: _____	DATE: _____	TIME: _____

Handwritten signatures and initials:
MTR
BA
M



ATHLETE CHECK-IN QUALITY ASSURANCE AND QUALITY CONTROL

At this time, this is sample of the athlete check-in quality assurance and quality control procedure, which is subject to change. NSGA will provide Local Operator the final procedure by April 1, 2021.

1. Athlete Arrives at Check-In Area

Credentials will be alphabetized by last name. Each check-in kiosk (7) will have a computer with Internet access at each station. There will be signage to indicate the group of letters at each kiosk. (I.e., A-C, D-I, J-L, M-R, S-T, U-Z, Local Operator Check-In Manager Desk). The breakdown of letters could change depending on registration numbers).

- a. The athlete will proceed to the line for the kiosk, which contains their last initial.
- b. Local Operator Check-In Manager will manage the lines sending athletes to other kiosks if lines begin to form keeping the flow of athletes checking in moving.
- c.

2. Athlete Identification

Athletes must validate their identity by presenting a government issued photo ID. The check-in volunteer will compare the photo ID information to NSGA's profile information to verify the athlete's identity. **Name, date of birth (DOB), home address, email and emergency contact must be checked/and accurate.**

- a. **Account Flagged:** If account is flagged, Local Operator Check-In Manager must be notified.
- b. **No Valid Photo ID:** If an athlete is unable to present a valid government issued photo ID they will not be permitted to check-in.
- c. **No Confirmation Form:** If an athlete does not present their confirmation form, they must still present a valid government issued photo ID, which matches the data on file in NSGA system.
- d. **Emergency Contact Information:** Check-In volunteer will check to make sure the athlete has an emergency contact listed. If they do not, Local Operator Check-In Manager must enter that information before an athlete may receive their credential.
- e. **Incorrect Name, date of birth (DOB), Home Address:** If an athlete's Last Name, Date of Birth, Home Address does not match NSGA's system; the volunteer will notify Local Operator Check-In Manager.
 - i. If Local Operator Check-In Manager can validate the change based on the athlete's ID and confirmation form, then he/she will update the athlete's profile and continue with the process. If needed, the credential will be reprinted.
 - ii. The name must be changed to match the athletes' valid government issued ID, if there is a name the person goes by such as (James or Jim) this can be placed in the preferred name section.
 - iii. If Local Operator Check-In Manager cannot validate the change, the Local Operator's Check-In Manager will contact NSGA Director of Athlete Relations, or her designee for resolution. Once resolved, if needed the credential will be reprinted.
 - iv.



3. **Check-In Volunteer will confirm registration is correct and complete**
 - a. Check-In volunteer will check to make sure the athlete signs the participant waiver. **ALL PARTICIPANTS MUST SIGN BEFORE GIVEN THEIR CREDENTIALS, EVEN IF THEY HAVE ALREADY SIGNED ONE DURING THE REGISTRATION PROCESS.**
 - i. Blank participant waivers will be located at each kiosk. NSGA will provide blank participant waivers.
 - ii. At the top of each waiver, volunteer will write athletes account number on the form.
 - iii. Signed waivers will be kept in a folder at each station and collected at the end of each volunteer shift. Local Operator Check-In Manager will monitor the folders pulling waivers if folders start to overflow.
 - iv. Signed waivers will be stored alphabetically in a locked office.
 - b. Check-In volunteer will read off the events in which the athlete is registered.
 - i. If an event is missing, Local Operator Check-In Manager will be notified.
 - c. **Athletes may only pick up their own credentials. No one else may pick up an athlete's credential (family, friend, team member, etc.)**

4. Check-In Complete

If the athlete's Photo ID information matches NSGA's profile information, the athlete's registered events are correct, and they have signed the participant waiver – the volunteer will provide the athlete with their credential and participant certificate. They will then be directed to pick up their Welcome materials.

Not Registered

In the event an athlete is not showing up in the registration system as a registered athlete, the athlete will be referred to Local Operator Check-In Manager desk.

In the event the registrant is a non-player, the Local Operator Check-In Manager or NSGA Director of Athlete Relations will review the team registration roster to determine if there is room on the roster and also see if the non-player has registered for any other event. If they haven't, the registrant will be added, and a credential will be created with a \$9 processing fee. A receipt will be issued for payment of the \$9. Only NSGA's Director of Athlete Relations can accept payments.

Misplaced or Forgotten Athlete Credential

1. If an athlete has misplaced or forgotten their Athlete Credential, the athlete should return to the Athlete Check-In kiosks. The check-in volunteer will notify Local Operator Check-In Manager that there is a replacement credential needed.
2. The Athlete must present a valid photo ID.
3. Local Operator Check-In Manager will validate if the athlete has already checked-in
4. Local Operator Check-In Manager will explain the cost for a replacement credential is \$10.
5. Cash or check transactions will take place between the athlete and Local Operator Check-In Manager (volunteers will not be allowed to handle money).
6. A receipt will be provided, and a new credential will be created.



RESULTS PROCESSING

At this time, this is sample of the results processing procedure, which is subject to change. NSGA will provide Local Operator the final results processing procedure by April 1, 2021.

1. Introduction: Results administration and its associated staffing, -while one of the most critical elements- is often the most overlooked in conducting quality Games. The state coordinators, NSGA qualifier review team and the Registrar for the National Senior Games all play important roles. This protocol details the requirements for the handling, posting and validating results during and at the conclusion of the Games. It specifies both procedures and format for the compilation of Games results.

1.1. The first step to quality results administration at the National Senior Games is accurate and timely reporting of qualifiers by the qualifying games staffs. Proper registration of the athletes for the national games depends upon accuracy in identifying the qualifiers. This includes ensuring the state reported qualifiers are reported in the proper age division, doubles partners are properly paired, and team rosters are complete.

2. Application: This protocol applies to the Registrar for the National Senior Games, NSGA results quality control and processing team, NSGA Sports Chairs, Local Operator and NSGA data input people and volunteers with results handling duties. NSGA staff involved in the results generation and processing includes the Director of Events and Programs and the Director of Athlete Relations.

3. Definitions:

3.1. Qualifying Game -Any of the state level senior games (including the Veterans Golden Age Senior Games) sanctioned by NSGA to qualify athletes for the National Senior Games.

3.2. Unofficial Results - Results gathered at the competition venue. These may be written on score sheets, the output of a timing device, or scores kept on a card or automatic scoring device.

3.3. Preliminary Results - Incomplete results of a competition. This might include the results of one day of a multi-day competition or a number of un-compiled heat sheets.

3.4. Final Results - Complete results from a competition. When all competition in an age division is complete then the final results for that age group can be compiled.

3.5. Official Results - Results that have gone through review and quality control procedures and declared official by NSGA staff member authorized to declare results official.



Activities Prior to the Start of the Games

1. Identify Qualifiers

- 1.1. Each qualifying game reports qualifying results using the mechanism specified by NSGA.
- 1.2. State coordinators are responsible for ensuring that the results are submitted on time, in the proper format, and correct. Correct means that NSGA rules have been properly applied to identify the qualifiers.
- 1.3. NSGA Quality Control team will provide support and instruction to the state coordinator as needed. The Quality Control team may enter some results in providing instruction and assistance to the state staffs. Entering results is not the primary function of the Quality Control team.

2. Review Qualifying Lists

- 2.1. NSGA's Quality Control Team will review qualifier lists submitted by the states. This review will check for accuracy in results entry (to the extent possible), proper identification of doubles teams, team rosters consistent with NSGA rules.
- 2.2. Problems found in the qualifier lists will be identified to the state games coordinator. NSGA's Quality Control Team will explain to the state games coordinator what must be done to correct the problem.
- 2.3. Some qualifying games are not scheduled until after registration begins for the national games. The Quality Control Team will work with the Games staff of these games as the Games run in order to minimize the time between the ends of the Games and properly identifying the qualifying athletes.

BLA
MTR
Qm



3. Register the Athletes:

- 3.1. NSGA is responsible for registration. NSGA staff will specify the registration computer program to be used for registration.
- 3.2. NSGA will set up a registration team adequately staffed to check for errors in the on-line registrations daily and enter paper registrations as they are received.
 - 3.2.1. The registration program should prevent registration in an event for which the registrant is not qualified. NSGA's Registration Team and NSGA Quality Control Team will periodically spot check registrations to ensure that only qualified senior athletes are registered.
 - 3.2.2. Team rosters will be compared with the qualifying roster from the states and lists of eligible players.
- 3.3. At the time of registration, the athlete will get as a minimum an email or letter stating that the registration has been received and processed.

4. Prepare the Competition Lists

- 4.1. NSGA will prepare competitor lists for each event and send them to NSGA's Sports Chairs. These lists should be in a standard file format easily sorted into alphabetic, age division, gender, or whatever arrangements will make it easy for NSGA's Sports Chair to schedule the competition. A copy of the competition list will be sent to NSGA's Results Management Team for their use in results review process.
- 4.2. NSGA Sports Chairs will prepare competition lists and schedules. Copies of these schedules should be available to NSGA's Results Management Teams.
- 4.3. After the registration close date, the Director of Events and Programs must approve all changes in doubles partners and additions to teams. Local Operator Registrar or Director of Athlete Relations will verify the qualification status of any substitutes.

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Activities During the Games

1. People Involved

- 1.1. NSGA Results Management Team consists of NSGA's Director of Athlete Relations, NSGA Results Review and NSGA Quality Control Team.
- 1.2. Local Operator Results Team consists of Results Manager (1) [direct point of contact with NSGA], Results Recorder (1), Courier (2-3) and Local Operator results entry personnel (5) in addition to on-site staff/volunteers (one per sport – can also be used to supplement centralized results team to enter results).
- 1.3. Games Management people involved include NSGA's Director of Events and Programs, Local Operator Event Director and staff, NSGA Sports Chairs and assistants.

2. Competition Site Procedures:

- 2.1. NSGA's Sports Chair is responsible for ensuring that all athletes competing in the events are listed on the competition lists supplied by the Registrar.
 - 2.1.1. Last minute changes approved by the Director of Events and Programs or Director of Athlete Relations will be delivered directly to NSGA's Sports Chair and to NSGA's Results Management Teams.
 - 2.1.2. If an athlete thinks they should be on the competition list and/or they are not, claiming to be in the wrong age division, then NSGA Sports Chair will contact NSGA Results Management Team to verify or refute the claim. The athlete will not be permitted to compete in the event until NSGA Results Management Team confirms that the individual should be in the competition or the athlete's entry is approved by the Director of Events and Programs or Director of Athlete Relations.
 - 2.1.3. NSGA's Sports Chairs will be given information necessary to get verification on the status of athletes.
 - 2.1.4. NSGA's Sports Chair or their designees will post unofficial results at competition venues immediately following the conclusion of each game, match or heat being contested. Results must include whether the outcome appears to set a new NSGA, NGB, or IF record. These results will clearly be marked as unofficial. For 30 minutes after the conclusion of any contest, a protest or appeal may be lodged in accordance with NSGA's Rules of Competition. On rare occasions, results may be

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appealed and adjusted after this 30-minute deadline, but only NSGA's Director of Events and Programs can make adjustments of this nature. All NSGA Sport Chairs and Local Operator Sport Competition Directors and their staff should clearly understand NSGA protest procedures and have the proper forms readily available for any competitor.

2.1.5. Results shall be posted in the formats detailed in this protocol. For bracketed sports, brackets may be used to post preliminary results until the final data has been compiled. The posting of results shall be consistent in look between all venues and sports.

2.1.6. Preliminary Results will be entered on-site at venues by Local Operator and NSGA Result's team. Once data has been entered into the sport software system an email will be sent to the Results Room at results@nsga.com, for posting and review.

2.1.6.1 Results Personnel Needed By Sport: (See Appendix AA)

2.1.7. Results team will read emailed preliminary results and post unofficial results immediately on NSGA's website.

2.1.8. Awards should be presented as soon as possible after NSGA's Sports Chair or assistant has reviewed final results, but after the 30-minute protest period has expired. It should be noted that results are not official until NSGA's Results Management Team has approved them.

2.2. Results, preliminary and final, must be forwarded to Local Operator and NSGA Results Team for review, recording, distribution and posting in The Village within the following time frames:

- Mid-morning results (competition through 10 AM) shall be received no later than 12 Noon the same day.
- Early-afternoon results (competition through 1 PM) shall be received no later than 3 PM the same day.
- Evening results (competition through 5 PM) shall be received no later than 7 PM the same day.
- Nighttime results (competition after 5 PM) shall be received no later than 7 AM the following morning.
- If possible the results can be transmitted via e-mail to the results teams at results@nsga.com.

Handwritten signatures in black ink, including what appears to be "BAX" and "MR" followed by a circular stamp or signature.



NSGA's Sports Chair or their designee will sign original Results sheets.

- 2.3. Original score sheets will be forwarded to NSGA's Results Management Team as soon as possible after they are no longer required by NSGA's Sports Chair. The results listings and score sheets will be compared with the recorded results as a part of the quality control process before becoming official.
- 2.4. All results are the exclusive property of NSGA. This includes all score sheets, scorebooks, heat sheets, electronic data and other products used to conduct the competition. These items shall be submitted to NSGA directly following the conclusion of competition. *Final results for all sports shall be submitted in electronic format to results@nsga.com. **NOTHING SHOULD BE THROWN AWAY!**
- 2.5. NSGA Sports Chairs must be quickly available for at least two days following the end of competition to answer questions on the results that the results recording or quality control team may have. Available is defined as available by phone or e-mail and having a copy of the results data on hand. Should a clarification of the results requested by NSGA's Results Management Team require a change in previously posted final results NSGA's Director of Events and Programs and Local Operator Event Director will be informed before the changes are posted.

3. Results Review Procedures:

- 3.1. Local Operator Results Team will receive the results from the sport competitions via online, e-mail or courier according to timeline for submitting results. They will review the results for completeness making sure that each competitor has a result. (The results may be "did not show" or withdrew but each person entered in the competition should be accounted for.) Local Operator Results Team will enter the results into NSGA's approved results database (fusesport). Immediately after the results are entered in to NSGA's database, they will inform NSGA's Results Management Team as well.
- 3.2. Local Operator Results Team will prepare and distribute results reports to the media and post results in The Village. (Recommended posting method is on a bulletin board and/or web site with computers or tablets available in The Village). These results must be marked "Unofficial" until NSGA's Results Management Team verifies them, where they will be changed to "Final"
- 3.3. NSGA's Results Management Team will compare the results entered into NSGA's database with the final results submitted by the sports competitions. The team will use the final results listings, output from electronic timing and scoring devices, and original score sheets in making these comparisons. NSGA's team will also check to ensure that all athletes competed in the correct age division and all were qualified in the events in



which they competed. Any discrepancies will be immediately discussed with Local Operator Results Team and necessary corrections will be made.

- 3.4. NSGA's Results Management Team, after verifying that results are entered correctly, will declare the results official.
- 3.5. Should Local Operator Results Team fall behind in results entry, NSGA's team may provide assistance in the initial reviews and data entry.
- 3.6. NSGA's Results Management Team is responsible for posting results to NSGA's web site.

4. Results Submission Formats:

4.1. Individual Sports (Archery, Bowling, Cycling, Golf, Horseshoes, Power Walk, Race Walk, Road Race, Swimming, Track & Field, Triathlon)

4.1.1. For each event and each age group list:

- Gender, age division
- All individuals, first to last (assign a place to each individual.)
- State
- Performance (Time, score, etc.)

4.1.2. For Archery and Golf list preliminary rounds and final score

4.1.3. For Bowling list all athletes best three games in preliminaries, both individual games scores and total. In case of ties explain how the ties were broken. For the top 8 athletes, list the scores of each game in the roll off and the three game total.

Several handwritten signatures in black ink are located in the bottom right corner of the page. The signatures are stylized and difficult to read, but appear to be initials or names of individuals.

4.1.4. For Track and Field all preliminary results must be listed. (Track and field results should be exported to Excel. This file may be submitted electronically to Local Operator Results Team and NSGA's Results Management Team.)

4.2 Individual sports with brackets (Badminton, Pickleball, Racquetball, Shuffleboard, Table Tennis, and Tennis)

4.2.1 For each event in each age group, list all rounds of bracket play through championship match as follows:

- Round 1
- Athlete 1, STATE def. Athlete 2, STATE, Score
- Athlete 3, STATE def. Athlete 4, STATE, Score, etc.

4.2.2 For events with pool play, use tables with win/loss record to show matchups and results leading up to bracket play.

4.2.3 List Bronze medal and 4th through 8th place matches. DO NOT REFER TO THESE A CONSOLATION MATCHES (exception in TENNIS)

4.2.4 For doubles teams use the following format (Ted Jones/Fred Smith). For mixed doubles teams, the female athlete shall be listed first.

4.2.5 If results are based on double elimination tournament, list results of both brackets.

4.2.6 All competitors should be assigned a place. In some cases where athletes are eliminated early in the competition and separate places cannot be determined athletes may be assigned the same place number. (But in all cases the competition should be structured to determine the top 8 places.)

4.2.7 The results of bracketed play sent to the results team should be complete enough to allow the results team to reconstruct the competition and identify the winner of each match/game.



4.3 Team Sports (Basketball, Softball, Volleyball)

4.3.1 For each event in each age group, list all rounds of championship bracket play through championship match as follows:

Round 1

Team 1, STATE def. Team 2, STATE, Score

Team 3, STATE def. Team 4, STATE, Score, etc.

4.3.2 For pool play, use tables with win/loss record to show matchups and results leading up to bracket play.

4.3.3 Also list Bronze medal and 4th through 8th place matches.

4.3.4 If results are based on double elimination tournament, list results of both brackets.
DO NOT REFER SECOND BRACKET AS A "LOSER'S BRACKET" REFER TO THEM AS ELIMINATION BRACKETS.

4.3.5 All teams should be assigned a place.

4.3.6 All team results sent to the results teams will have team rosters and score sheets for each game attached. NSGA Sport Chairs and Local Operator Sport Competition Directors) must ensure that full names of each player are entered on the score sheets. Score sheets with only first names or numbers listed are unacceptable.

5. The Local Operator shall ensure that the following supplies are present in the Results Room, which is subject to be amended:

- Computers (minimum of six) with high-speed Internet access. In most cases NSGA's Results Management Team will have their own personal computer. Internet access must be provided for all computers (personal computers included).
- Tables – standard 8-foot tables (10)
- Chairs – (15)
- Communications (telephone or radio) with other games personnel. List of contact numbers.
- Printer and replacement cartridges
- White Copy Paper (8½ X 11 and 11X 17)
- Labeled results file bins or boxes (standard size specified by NSGA)
- Access to a copier and facsimile machine. (Instructions on how to operate these machines should be available.)
- Office supplies - pens/pencils, highlighters, stapler, staples, cellophane tape, rubber bands, file folders, 3-ring notebooks with dividers (one for each sport.), 3-hole punch, etc. (3-ring, 2-inch binders for each sport. Track and Field and Swimming need five-inch binders)



Appendix AA

On-Site Results Personnel

These are the minimum staffing needs; depending on number of registered athletes more personnel might be needed. Someone in this position must be on-site at all times during competition. At this time, these are the sports which personnel are needed on-site and is subject to change. NSGA will provide Local Operator the final staffing needs for on-site results personnel by April 1, 2021.

Archery - one

Basketball – minimum of two per venue site

Bowling - one

Golf – one per course

Horseshoes - one

Pickleball - one

Racquetball - one

Tennis - one

BAK
MTR
QW

Archery (On-site)

- Local Operator will collect paper results after each round and enter results into fusesport. Local Operator will mark who did not show and enter the score for each athlete for every round. (On-site)
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Badminton

- National Sport Chair or their designee will enter scores and keep brackets up-to-date in the software from tournamentsoftware.com, which will be linked to NSGA's website.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.
- NSGA will enter final places in fusesport.

Basketball (On-site – minimum two per venue)

- Local Operator will be On-site to enter results in the basketball software. This will also be linked to NSGA's website.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display
- NSGA will enter final places in fusesport.

Bowling (On-site)

- Local Operator will enter results in fusesport marking those that DNS for each series. The top eight will advance to the roll-off. After the roll-off, results will be entered into fusesport. (On-site)
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Cycling

- After the protest period has passed, Local Operator will take the hard copy of the timing printout and enter results into fusesport – marking those athletes that did not show.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Golf (On-site – one per course)

- Local Operator will enter results from each round into fusesport. (On-site)
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Horseshoes (On-site – one)

- Local Operator will enter results from scorecards into fusesport. (On-site)
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Pickleball (On-site)

- National Sport Chair or their designee will enter scores and keep brackets up-to-date in the software from pickleballtournaments.com, which will be linked to NSGA's website. (On-site)
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.
- NSGA will enter final places in fusesport.

Power Walk

- After the protest period has passed, Local Operator will take the hard copy of the timing printout and enter results into fusesport – marking those athletes that did not show.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Race Walk

- After the protest period has passed, Local Operator will take the hard copy of the timing printout and enter results into fusesport – marking those athletes that did not show..
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Racquetball (On-site)

- Local Operator will be on-site assisting with entering results into racquetball software R2Sports.com or similar program.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.
- NSGA will enter final results into fusesport.

Road Race

- After the protest period has passed, Local Operator will take the hard copy of the timing printout and enter results into fusesport – marking those athletes that did not show.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Shuffleboard

- Local Operator will enter results from spreadsheets into fusesport.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Softball

- The National Sport Chair or their designee will enter scores and keep brackets up-to-date in the software from tournamentsoftware.com, which will be linked to NSGA's website.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.
- NSGA will enter final places in fusesport.

Swimming

- After the protest period has passed, Local Operator will take the hard copy of the timing printout and enter results into fusesport – marking those athletes that did not show.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Table Tennis

- The National Sport Chair or their designee will enter scores and keep brackets up-to-date in the software from tournamentsoftware.com, which will be linked to NSGA's website.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.
- NSGA will enter final places in fusesport.

Tennis (On-Site)

- The National Sport Chair or their designee will enter scores and keep brackets up-to-date in the software from tennislink.USTA.com, which will be linked to NSGA's website. (On-site)
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.
- NSGA will enter final places in fusesport.

Track and Field

- After the protest period has passed, Local Operator will take the hard copy of the timing printout and enter results into fusesport – marking those athletes that did not show.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Triathlon

- After the protest period has passed, Local Operator will take the hard copy of the timing printout and enter results into fusesport – marking those athletes that did not show.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.

Volleyball

- The National Sport Chair or their designee will enter scores and keep brackets up-to-date in the software from advanceevetssystems.com, which will be linked to NSGA's website.
- Local Operator will be responsible for printing out results from this site at noon, 3pm and 7pm for display.
- NSGA will enter final places in fusesport.

MTK
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