

APPENDIX I

GUIDELINES FOR ORGANIZING AUTHORITIES CONDUCTING WORLD CHAMPIONSHIPS

This Appendix is a summation of the time lines and Class requirements to assist organizing authorities when planning world championships. Expanded details of these guidelines and time lines are set out in the World Championship Regatta Handbook which can be viewed in its entirety on the Etchells Class website at www.etchells.org.

1. EXECUTIVE SUMMARY

The Etchells Worlds attracts top competitors from around the world. The strength of the Etchells Class falls into the hands of individual fleets and yacht clubs yearly for a World Championship. This Regatta creates significant expectations from competitors and often unique requirements for the Worlds' Organizing Authority.

The Handbook is published to help prepare Worlds' Organizing Authorities to run a quality event to the expectation of the competitors.

The Etchells Governors will work closely with the Worlds' Organizing Authorities to implement details in the Handbook. The Governors will advise the Regatta Organizers to put a strong principal race officer at the helm of the Regatta as it is imperative that this should not be the weak link in a well run event.

The Handbook contains Regatta guidelines, a checklist and time lines which will define the requirements and recommendations for the Etchells Worlds. They should be read in conjunction with the Etchells Class Rules including the various appendices which cover different aspects of a World Championship.

2. SUMMARY OF TIME LINES

FIVE to FOUR YEARS PRIOR TO THE EVENT

Regatta site selection

THREE YEARS PRIOR TO THE EVENT

Full site selection package
Core Organizing Authority
Sponsorship - Title sponsor
Logo Design

TWO YEARS PRIOR TO THE EVENT

Regatta dates
Publicity

EIGHTEEN MONTHS PRIOR TO THE EVENT

PRO selection
Jury selection
Event Committees formed

TWELVE MONTHS PRIOR TO THE EVENT

Race Committee selection
Notice of Race
Loaner Boat arrangements
Entry Allocation determined

SIX MONTHS PRIOR TO THE EVENT

Jury selection completed
Regatta Measurer appointed
Promotional mailing
Accommodations
Publicity updated

FOUR MONTHS PRIOR TO THE EVENT

Sailing instructions
Entry packet
Perpetual Trophies
Social schedule set
Regatta Brochure

TWO MONTHS PRIOR TO THE EVENT

Regatta Brochure
Media Contacts
Verifying Eligibility
Measurement
Registration

3. SUMMARY OF ITEMS OVER WHICH THE IGC HAS FUNDAMENTAL CONTROL:

- Regatta Dates
- Principal Race Officer Selection
- Fleet Entry Allocation
- International Jury
- Notice of Race
- Sailing Instructions
- Measurement
- Verifying Eligibility of Entries
- Communication During Event

4. WORLD CHAMPIONSHIP REGATTA HANDBOOK

Please refer to the Etchells Class Association website www.etchells.org for full

details of the contents of the Handbook, including detailed guidelines and time frames that can be used when planning major regattas.