



November 2011

The Minnesota Recreation and Park Association is looking for communities interested in hosting 2012 local and/or district meets as well as a host for the 2012 State Meet for the **Hershey Track and Field Youth Program** which will be celebrating its 35th year anniversary in 2012.

The purpose of Hershey's Track & Field Games is to promote physical fitness and participation for the youth of North America (and your community!). Learning, participation, enjoyment and physical exercise are the main elements of this program.

The Hershey Track and Field Youth Program also has a positive impact on communities, providing opportunities to attract new visitors, generate economic impact, showcase facilities, build community pride, and promote track and field. It can also be a fund-raising opportunity for your program(s).

If you would like to host a local, district and/or state meet, please return the enclosed bid contract. The contract once completed and returned to MRPA, will be evaluated by the Recreational Sports Commission (RSC) to determine the sites for the 2012 district meets and the 2012 State Meet. If you have already hosted a meet and the site information has not changed, it is not necessary to complete the bid contract, but **PLEASE INFORM ME OF YOUR INTEREST TO HOST A MEET.**

Please enclose any additional information about your community that may enhance your chances of being awarded a contract. The RSC will take this added information into consideration. Thanks for responding by December 15, 2011.

Sincerely,

A handwritten signature in cursive script that reads "Deb Weinreis".

Deb Weinreis
Hershey State Chair
weinreis@mnrecpark.org
Telephone: 763.571.1305 or 1.800.862.3659 x 106
www.mnrpa.org

**HERSHEY TRACK AND FIELD BID CONTRACT
2012 local or district meets/ & 2012 State Meet**

I. Applicant Information-

| | | |
|--------------------|--------|-----|
| Organization | | |
| Host Meet Director | | |
| Address | | |
| City | State | Zip |
| Phone (W) | (H) | |
| Fax | E-mail | |

**II. Meet (s) desired-
Local or district meets must be held by June 18, 2012**

| Meet | Date/Check-in time |
|------|--------------------|
| A. | |
| B. | |

III. Facility Information

| | |
|---------------------------------------|--|
| A. Facility Name | |
| B. Facility Address City/State/Zip | |
| C. Track Surface | |
| D. Description of Track | |
| E. Distance to nearest Hospital | F. Number of cars parking lot accommodates |

G. Check the following items which are available at the facility:

1. Telephone access _____
2. First Aid Supplies _____
3. Trained First Aid Personnel _____
4. Meet Headquarters _____
5. Concessions _____
6. Number of restaurants within 5 miles _____
7. Number of motels within 5 miles _____
8. Youth play area _____
9. Drinking water _____
10. Accu-track (required at State Meet only) _____

H. List other features of your site which would enhance your bid:

IV. Agreements

A. The MRPA agrees to perform the following:

1. The MRPA will provide the meet awards for all district meets. Awards consist of participation ribbons as well as first, second, third place, and fourth ribbons. Hershey Corporation provides the State meet ribbons.
2. The MRPA will formulate the meet schedule and circulate pertinent information to interested communities through MRPA publications. If desired, district meet hosts can be sent a list of communities in their sports district that they can contact.
3. The MRPA will provide the necessary forms and information for registering participants and reporting meet results which are mostly handled online.

B. The host organization agrees to perform the following:

1. The host will forward meet results to the State Meet Director and the MRPA no later than 3 days after the district meet.
2. The host will submit a meet report to the MRPA no later than 7 days after the meet. This report will include the number of participants, a list of the communities who participated and the appropriate contact person's name and address.
3. The host will appoint a meet director who will be responsible for the overall operation of the event.

4. The host will provide staff; including registrars, an announcer, a starter, recorders, timers, judges, emergency personnel (First Aid and CPR), maintenance and concessions personnel and additional staff as needed. In addition, the host will provide first aid equipment.
5. The host will provide drinking water and adequate restroom facilities.
6. The host will designate a meet headquarters and provide a responsible individual to administer registration procedures.
7. The host will retain all revenues from concessions, program and ticket Sales. The host will submit \$2/per person from district meet proceeds (if a registration fee is implemented) and/or one half of the gate proceeds from the state meet.
8. The host meet director will conduct the awards presentation.
9. The host will not conduct any additional events without permission from the State Chair of the Hershey Track Program.
10. The host will make arrangements to provide news releases to the local media both before and after the event.
11. The State Meet host will create a rules committee comprised of three people who will rule on all eligibility protests and problems.

On behalf of my organization, I agree to the above conditions:

 Director of Host Organization or Community Park and Recreation

 date

| | | |
|---------------|-------|--------|
| Host Director | | |
| Address | | |
| City | State | Zip |
| Phone (W) | (H) | E-mail |

Please return to the MRPA office by Dec. 15, 2011

scan/e-mail to weinreis@mnrecpark.org
 or fax to 763.571.5204

Hershey Track & Field Bid
Attention: Deb Weinreis
200 Charles Street NE
Fridley MN 55432