



"EOI" (EXPRESSION OF INTEREST)
for
MOUNTED ARCHERY
SHOW HOLDING BODIES
2023

Directors: Callie Kruger, Diane Horn, Petro Wium

Mounted Archery Association of South Africa (MAASA), Non Profit Organisation, Registration no.: 2016/157853/08

Name of Venue/Show Holding Body			
Province (mark applicable)	Physical Address (please include GPS Co-ordinates if possible)		
<input type="checkbox"/> Gauteng <input type="checkbox"/> North West <input type="checkbox"/> Free State <input type="checkbox"/> Western Cape <input type="checkbox"/> Kwazulu Natal <input type="checkbox"/> Eastern Cape <input type="checkbox"/> Northern Cape <input type="checkbox"/> Mpumulanga <input type="checkbox"/> Limpopo			
OWNER DETAILS			
FIRST & LAST NAME			
CONTACT NUMBER			
EMAIL ADDRESS			
ID NUMBER:			
INSURER (if applicable)			
INSURANCE POLICY NUMBER			
IS THE VENUE REGISTERED WITH SAEF?	YES	NO	<i>If yes, SAEF REG #</i>
IS THE VENUE REGISTERED WITH OTHER DISCIPLINE ASSOCIATIONS?	YES	NO	
IF YES, PLEASE INDICATE WHICH DA'S AND UP TO WHICH LEVEL?			
HAS THE VENUE BEEN APPROVED BY A MAASA JUDGE?	YES	NO	
IF YES, PLEASE STATE NAME OF JUDGE			
IF NO, DO YOU CONSENT TO HAVING YOUR VENUE INSPECTED BY A MAASA JUDGE?	YES	NO	

PLEASE INDICATE WHETHER THE VENUE HAS THE FOLLOWING, AND INDICATE NUMBERS OF EACH:			
TEMPORARY PADDOCKS	YES	NO	
STABLES	YES	NO	
PLEASE PROVIDE DETAILS OF THE VENUE'S CONTACT PERSON / MANAGER			
NAME			
CELL NUMBER			
EMAIL			

1. I/we, the undersigned, (hereinafter referred to as the "Venue") hereby express our specific interest in hosting MAASA competitions, qualifiers, and event (s) for the 2022 year.
2. The Venue understands that this expression of interest ("EOI") only deals with the venue specifications, equipment to be provided, and infrastructure at the venue, as required by MAASA and/or the relevant MAASA hosting committee (hereinafter referred to collectively as "MAASA"). Any aspects additional to these are to be negotiated and agreed upon separately and will be contained in a Service Level Agreement (SLA) which will form the basis of the agreement between the Venue and MAASA.
3. The Venue warrants that the information contained herein is true and correct in all respects and may be properly and entirely relied on for the conclusion of the SLA between the parties. If any misrepresentations are made in this EOI, and in the event that the parties subsequently enter into an SLA, having relied either directly or indirectly on such misrepresentations, whether they may be of material effect or not, such SLA shall be null and void ab initio.
4. The Venue understands that this is only an expression of interest. The submission of this EOI creates no rights, obligations, or duties on the part of MAASA in respect of the Venue.
5. Once the EOI has been assessed, and MAASA has made its evaluations as to which venue will be selected to host the specific MAASA shows, in respect of which the EOI was submitted, the parties must reduce their agreement into the SLA, which will form the binding agreement between the parties.
6. In the event that any Venue:
 - 6.1 defames or brings into disrepute MAASA, or any of its officials or representatives, in any manner;
 - 6.2 in any other way acts to undermine or detract from MAASA's stated objectives;
 - 6.3 in any way hampers or negatively interferes with the running of MAASA shows;
 - 6.4 fails to provide a safe environment, in compliance with the requirements of the Safety at Sport and Recreational Events Act 2 of 2010, that is fit for purpose, as undertaken in this EOI;
 - 6.5 commits any act of insolvency;

- 6.6 in any other way, breaches the terms of the SLA; MAASA reserves the right to immediately terminate and cancel any agreements in place with that Venue, and the Venue, by virtue of their signature hereto, accept that they shall have no claim against MAASA for any damages, whether direct or indirect, resulting from any such termination or cancellation.
7. The Venue shall be fully insured for Public Liability to a minimum of R 5 million per incident for the entire period for which a MAASA show is held at the Venue. This insurance shall be on a broad public liability basis, which shall include cover for the venue, all assets therein, 3rd parties, spectators and participants. MAASA shall be a co-insured under such policy of insurance.
 8. Should the Venue fail to have the Public Liability Insurance, as set out above, in place, the Venue hereby indemnifies MAASA from any liability or any action from any party arising from any occurrence that ought to have been covered by such Public Liability Insurance, howsoever arising.
 9. The Venue shall have a detailed "Corporate Foundation File" and a "Disaster Management Plan", which shall accord with the statutory obligations and shall set out in detail the necessary plans, including evacuation plans, to deal with all Occupational Health Requirements and any natural disaster that may eventuate over the course of a MAASA show being held at that venue, which is in full accord with the requirements of:
 - 9.1 Disaster Management Act 57 of 2002
 - 9.2 Occupational Health and Safety Act 85 of 1993
 - 9.3 Environmental Health Act 63 of 1977
 - 9.4 Safety at Sport and Recreational Events Act 2 of 2010
 10. The Venue undertakes to abide by the MAASA Constitution, the MAASA By-Laws, and the MAASA Rules and Regulations.
 11. The Venue undertakes to adhere strictly to the SAEF and SA Government Covid-19 regulations and protocols to protect competitors and spectators.
 12. The Venue understands that the venue must be registered with the SAEF and its provincial/regional structures as an accredited venue.
 13. Should alcohol be on sale during the show, a copy of a valid liquor license must be attached to this EOI. In line with generally accepted school policies, the Venue undertakes that it shall provide a demarcated area in which the alcohol may be consumed, to control the availability and presence of alcohol amongst school-going children at a school's function.
 14. The Venue shall be designated entirely as a "Non-Smoking" Venue, particularly in and around all arenas, warm-ups, general seating areas and facilities, and a designated area shall be provided, away from the general area, within which smoking may be permitted.

The following is a list of minimum Venue requirements which need to be met in order to host a MAASA Qualifier:

1. Sufficient parking area for spectators, clearly demarcated.
2. Sufficient and suitable parking areas for horse boxes (area must be clearly demarcated and cordoned off from spectator parking and pedestrians).
3. Clearly demarcated areas which separate horses and officials from spectators.
4. Toilet facilities to accommodate the estimated number of people (approximately 1 toilet per 40 people)
5. Warming up areas for archers only (demarcated and cordoned off from the public)
6. Warming up area for horses only (demarcated and cordoned off from the public). A minimum of 1 x warm up arena / area must be available, and no more than 4 horses allowed in a 40 x 20m arena at one time. If more horses, then a larger arena or more arenas need to be available.
7. Track suited to the event of the day. (Korean / Raid / Tower / Skirmish / Hunt etc.)
8. Safe pedestrian walkways and sitting areas (cordoned off and separate from any horse areas).
9. At least 1 fire extinguisher if fire / gas is being used at the food stall.
10. A first aid kit for horses
11. A paramedic on duty (minimum level 4 paramedic).
12. Safety rules and indemnity boards clearly displayed.
13. An emergency assembly point clearly demarcated.
14. Adequate number of camps for horses (camps must be safe and close to a water point).

Horse and Rider areas:

The areas allocated to horses and riders alone are as follows:

1. The warmup area
2. The track, 2-4m
3. Walkway for horses and officials from the bottom of the track to the top of the track, minimum of 4m and cordoned off from spectators.
4. Arrow collection area
5. All of these areas to be clearly marked with danger tape / netting, signs and regular reminders to pedestrians that these areas are out of bounds.
6. Some exceptions can be made for photographers / officials / helpers by authority of the Head Judge only

Spectator Areas:

1. The spectator areas are to be well marked. If spectators must cross a horse only area an official must be placed there for the duration of the event to oversee crossing.
2. Spectators may under no circumstances enter the track or any restricted area where arrows can land.
3. Some exceptions can be made for photographers/officials/ helpers by authority of the Head Judge only.
4. Sufficient refuse bins must be provided.

The Track

Please refer to the rules of each discipline in the MAASA Competition Rulebook for track specific rules. General track rules are:

1. The track should be 2 -4 meters wide with the track boundaries clearly delineated by rope or safe barriers. Ensure that the rope or barriers do not present a hazard to horses or participants with the risk of injury when falling onto them. The barrier should allow for breakpoints in the rope or barrier.
2. The track surface should be level and safe. Sand should be deeper than 7cm and no deeper than 15cm. If the track is loose ground, then no deeper than 10cm. A grass track is not recommended. However, in case of a grass track then refer to the next point for start and finish.
3. Adequate space at beginning of track and after the finish point for the horse to slow and stop safely.
4. Ground or Sand tracks: At least 15 meters before the start of the track and 15m at the end of the track or if the track is curved, the diameter of the circle should be no less than 20m at the start and at the finish.
5. Grass track: 20 meters before the start and a minimum of 20 meters after the finish to bring the horse to a halt or if a turn at the start 20m diameter and turn at the end should have a diameter of at least 20 meters.
6. Where any competitor will be shooting left-handed, the track must not disadvantage competitors of either handedness. Specifically (but not exclusively), the targets must be at the same distances along the track both ways. Safe stopping space applies to riders going in both directions.
7. The track shall be inspected for hazards before each day of competition.
8. Safety Area behind targets/backstops:
 - a. Some disciplines have specific rules regarding backstops, please refer to discipline specific rules for sizes and specifications.
 - b. As a rule, tracks need to be set up with targets that have a safe backstop (a hillside or net), and or a safety area for stray arrows that is clear for a minimum of 50 meters behind and 15 meters to the side of the targets.
 - c. These areas should be well marked with surveyor flags, paint, and chalk, roped off or otherwise made clear.
 - d. This area needs to be controlled so that no spectators or non-participants can walk into the range or come into contact with horses and/or flying arrows.
 - e. It is best if the target area is kept clear and if possible, well mowed, and that it is cleared of rocks and debris. Holes and roots should be covered or well-marked.
9. Track Direction: Recommended that track is not laid out North to South but rather East to West.
10. Track Level: The track should be on level ground with only a slight upward or downward angle of the track permitted.
11. Competitor waiting area: adequate space provided where competitors can wait for their run to commence. No spectators / non competitors / non officials allowed in this space.
12. The track must be set up in such a way that no spectators can accidentally wander into an area where there are galloping horses or where arrows may land.
13. Track length between the timers is determined by the track type. All tracks to have suitable stopping area at the end. Preferable in a turn no sharper than that on a 20m diameter circle.

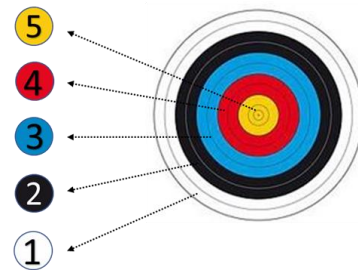
14. The track should be suitably marked with barriers that prevent horses leaving the track or entering the spectator area.
15. All poles planted along the track must not be higher than 1m to avoid interference with the bow.

Equipment:

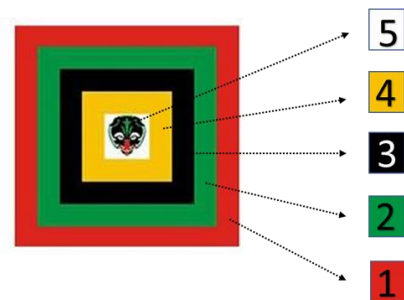
The following equipment is compulsory:

1. Time keeping system (electronic preferred) 2 hand stop watches as backup. If an adequate timer is not present, then venue needs to supply 2 x Flag officials (one at start and one at end to indicate when a horse has passed through) & person with stopwatch.
2. Score taking flags indicating colour and score of each zone of the target (3 x Sets of coloured and numbered flags (or boards) indicating target scores 1, 2, 3, 4, 5).
3. Stop & Go Flag (Red flag & Green flag)
4. Sound System/PA System (Adequate sound system to announce classes, runs, warm up times, class times, scores and times.)
5. Printed out score sheets
6. Arrow stand/storage (Adequate place for each archer to store and collect their arrows during their runs.)
7. Bow stand (Space provided for archers to hang up their bows.)
8. Targets according to track rules. To host a qualifier a minimum of targets to be provided are 3 – 5 FITA targets and 1 standard Tower target (with three Tower target faces)

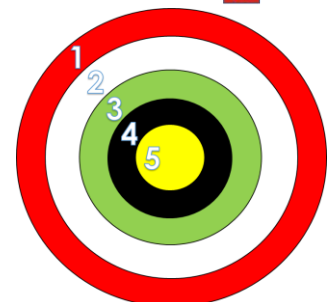
9. FITA Target: A round target with a diameter of 80cm, divided into 5 concentric circular zones with a diameter of 16cm, 32cm, 48cm, 64cm and 80cm. The target zones shall score, from inner to outer: 5pts, 4pts, 3pts, 2pts and 1pts respectively. The centre of the target should be at a height of 90cm (+/- 10 cm) above the level of the track **OR**



10. A square target 80cm square divided into 5 concentric square zones of diameters 14cm, 28cm, 42cm, 56cm and 80cm. The target zones shall score, from inner to outer: 5pts, 4pts, 3pts, 2pts and 1pt respectively



11. Tower Target: The target face has 5 concentric target zones with diameters of 90cm, 72cm, 54cm, 36cm and 18cm.
 - a. The colours of the zones are not specified but the official IHAA Tower target is shown below with (outer to inner) red, white, green, black and yellow target zones.
 - b. The target zones score 1-2-3-4-5 points, with 5 points for the center (yellow) target zone.



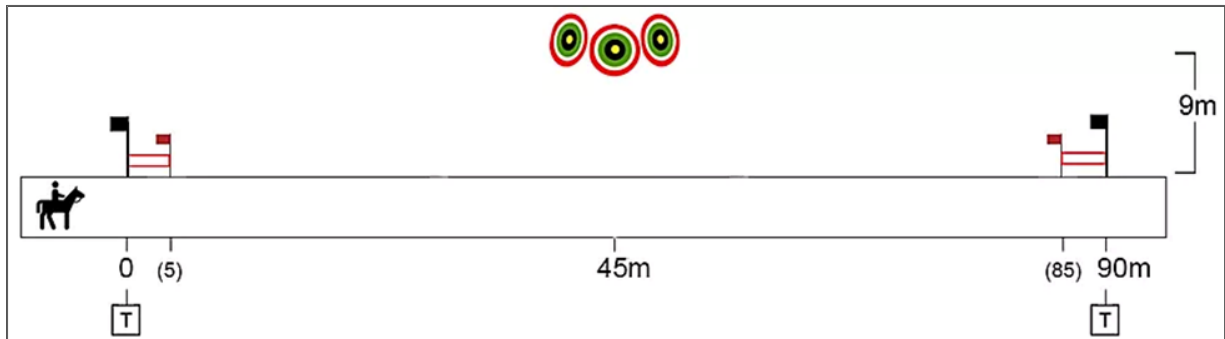


Figure 2: Tower Track 90m Layout

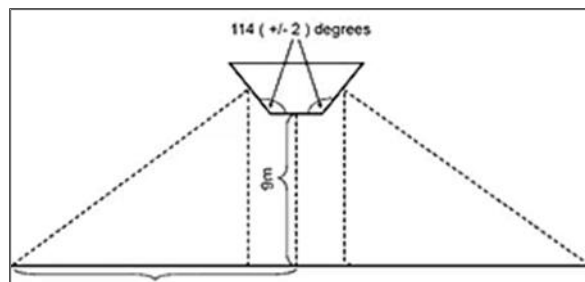


Figure 1 Tower Target Structure

Paramedic/First Aider

In the event of any official MAASA competition (qualifiers, postal matches etc. organised by MAASA and added to the MAASA calendar of events as submitted to SAEF for insurance purposes) either a first aider or a paramedic (level 4) with the required first aid kit & equipment must be on site for the duration of the competition. This may not be a person who is also competing.

Insurance

All MAASA organised competitions are to be registered with the SAEF to make sure the competitors are covered for injuries on the day. (Only SAEF and MAASA registered members in good standing are covered in the MAASA/SAEF insurance policy.)

Kindly complete the following:

Name: _____

ID Number: _____

Designation: _____

Signature: _____ Date: _____

For Office Use Only:

Date Received	
Date of Venue Inspection	
Venue Inspected by	
Outcome of Venue Inspection	
EOI approved / rejected	
Signature (MAASA Official)	