



BID PACK

BEACH HANDBALL EURO 2025



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1. DEFINITIONS

The following terms used in the Code at hand shall have the following meanings. Furthermore, the word “including” means “including, without limitation, the singular includes the plural and vice versa, each gender includes the other gender and unless the context implies otherwise, words and expressions capitalised have the same meaning as the non-capitalised;

“Bid Code” shall mean the documents ruling the basic requirements and conditions for a valid bid for the European Beach Handball Championships organisation, provided to all applicants (National Federations) in connection with the preparation of the bid.

“Bidder” shall mean the National Handball Federation(s) applying for the organisation of the EHF Beach Handball EURO in 2025.

“EHF Beach Handball EURO”, “EHF BH EURO”, “Final Tournament” shall mean the event phase and always including both gender (women & men).

“EHF Equipment Partner” shall mean the official EHF partner company delivering equipment for the event.

“EHF Goal Partner” shall mean the official EHF partner company delivering the goals for the event.

“EHF Media and Marketing Partner” shall mean the official EHF partner company dealing with media and marketing rights for the event.

“EHF Trademarks” shall mean any name, brand, logo, symbol or any other mark of the EHF whether registered or not.

“EHF Officials” shall mean all persons nominated by the EHF for official EHF tasks and responsibilities during the preparation phase and final tournament of the EHF Beach Handball EURO.

“EHF Partner Trademarks” shall mean any name, brand, logo, symbol or any other mark of the EHF Partners whether registered or not.

“Event” shall mean the period of the final tournament starting one week prior and ending one day after the event, the preparatory measures, the set up and the dismantling as defined under the relevant sections as well as all related activities during this period.

“Host Federation” shall mean the bidder having been granted the organisation of the event by the EHF Executive Committee.

“Host Venue Agreement” shall mean the separate contract signed between the Host Federation and the competent authority of the venue.

“Local Costs” shall mean all costs arising in the country of the EHF Beach Handball EURO 2025 upon arrival until departure (e.g. local transport, accommodation, board) except costs related to personal matters.

“National Team” shall mean the teams of the participating National Handball Federations.

“Official Squad” shall mean the players eligible to participate in the EHF Beach Handball EURO 2025. The Official Squad is part of the Official Squad List submitted by the participating National Federations as defined in the EHF BH EURO Regulations and the related deadline defined by EHF.

“Organisation Agreement” shall mean the contract signed between the EHF and the Host Federation defining the conditions applicable to the staging of the given event.

“Preparation Period” shall mean the period from the awarding of the EHF Beach Handball EURO organisation rights until one week prior to the commencement of the event (or the start of the event set up period).

2. FIXTURES

2.1. GENERAL TERM — ORGANISATION REQUIREMENTS

Fixtures are the set of conditions and conduct required for the preparation and carrying out of the event. The organising federation is fully liable for the correct implementation of all conditions.

Full event appearance and presentation of the event Corporate Identity (“CI”) is to be regarded as a fixture for all activities related to an EHF BH EURO and the respective preparations. This holds true with or without being specifically mentioned in connection with a certain point.

Fixtures define the minimum standards to be implemented for the event; any further or additional measures are welcome and may be supported.

The EHF herewith announces the requirements applicable to the Men’s and Women’s Beach Handball EURO 2025. Those requirements include, but are not limited to, the hosting, conduct and organisation of the EHF Beach Handball EUROs mentioned including related events under the supervision of the EHF and under the conditions defined hereunder, as well as communicated from time to time by the EHF and/or otherwise agreed by the Parties.

With taking over the organisation, the Bidder confirms the full commitment of the organisation as well as the host city proposed. It confirms the full compliance with the bid proposed as well as with all relevant conditions. The Bidder also confirms that in case of disagreement, the final decision shall lay always with the EHF. This holds true prior, during and after the event. The Bidder confirms that all parties involved in the event (authorities, partners, companies, personnel, etc.) are instructed accordingly.

2.2. EVENT PERIOD

- EHF YAC17 Beach Handball EURO shall be played from 3 to 6 July 2025
- EHF Beach Handball EURO shall be played from 8 to 13 July 2025.

2.3. EVENT PHASES

The lifecycle of a Beach Handball EURO consists of three phases. It starts with the bid phase, continues with the preparatory phase and ends with the event phase.

The three phases are defined as follows:

1. **BID PHASE:** starts with the receipt of the letter of intent including the bid documents and ends with the awarding of the event.
2. **PREPARATION PHASE:** starts with the awarding of the event and ends one week prior to the first match day and the start of the set-up period.

- 3. EVENT PHASE:** starts one week prior to the event and ends one day after the event. This period covers also the set up and dismantling of the event and serves as calculation basis for hotel/meeting room contingents and defines the period of the Organising Committee's responsibility during the course of the event.

2.4. EVENT MILESTONES AND ACHIEVEMENTS

2.4.1 BIDDING PROCESS

- Bid documents and procedure to National Federations
- Bid presentation/documents by applying nations
- Host cities confirmations/agreements/venue agreements
- Bid presentation for the EXEC by EHF
- Awarding by EXEC

2.4.2 PREPARATORY ACTIVITIES/EVENTS

- Signing of Organisation Agreement
- Meetings and workshops (site inspection)
- Billboards on roads, public spaces, etc.
- Draw event final tournament
- Network of event partners including EHF, Official Partners, EHF Partners and all qualified participants
- Establishing partner events in sports or cultural area
- Press conferences at the venue and host city

2.4.3 EVENT PERIOD AND ACCOMPANYING ACTIVITIES

- Venue set up including full venue dressing
- EH Officials' Conference
- Technical infrastructure at all courts
- Official protocol – opening/closing/medal ceremony
- Official protocol – city and partner activities (receptions, team invitations, etc.)
- Official protocol – final weekend (official evening, guest entertainment, farewell party)

2.5. BIDDING REQUIREMENTS

By bidding for the EHF Beach Handball EURO 2025, the bidders undertake to stage both the young age category and senior events in compliance with all organisational and formal requirements and declare to have obtained the required support of the national and regional authorities. The following is requested:

- Compiled application documents (completion of form)
- Details on venue and playing area (courts)
- Details on the organisational structure
- Presentation of an event concept
- Concept regarding Safety and Security Measures

- Presentation of the local infrastructure (venue)
- Presentation of the event budget

During the course of the event preparation, procedures and conditions may be updated by the EHF due to technical and logistical progress taking into consideration the developments in specific areas of technology and logistics and the agreements between the EHF and the Bidder.

EVENT CONCEPT

The EHF Beach Handball EURO is the EHF's flagship national team beach handball event. It provides an opportunity to showcase the sport both in the host nation as well as across Europe through digital and TV coverage. Each organiser must decide what will make their event unique, how they will position it and what their offering to players, fans and stakeholders will be. The host nation should create an event concept that reflects not only the individual character of the event and the host nation but is also aligned with the overall EHF brand and objectives defined by the EHF.

Further information on the EHF brand and related brand guidelines will be provided by the EHF in the first workshop.

2.6. SPECIFIED TARGETS FOR THE EHF BEACH HANDBALL EURO 2025

The EHF Beach Handball EURO 2025 gives the opportunity for extraordinary developments and special promotional activities as specified below and which are the declared targets and measures especially for the senior event:

- Significant and long-lasting market impact (wide-ranging coverage)
- Comprehensive contributions to the professional appearance and the increase of the quality of the event
- Multi-media presentation of the event across digital channels
- Attract new audiences to beach handball both on-site and through TV/digital coverage
- Attractions and extensive event visibility in the host city and event venue
- High impact promotional programme including the involvement of all partners
- Successful spectator strategy
- Legends and stars activities
- Special accompanying programme and entertainment concept (fan animations, involvement of parties from various business fields – economy, sport, politics, etc.)
- High-level final weekend event with remarkable spectator figures

3. ORGANISATION STRUCTURE AND PERSONNEL

3.1. COOPERATION

As stated further down, the organisation of the event should always take place in close cooperation between the EHF and the respective Host Federation. In this perspective, a joint organisation structure with the EHF shall be set up:

- Conduct and protocol of OC meetings in English language
- Regular update on the preparation status to be provided to the EHF after all OC meetings
- Constant exchange and coordination with important topics

3.2. ORGANISING COMMITTEES

Details regarding the formation and the constitution of an Organising Committee and its structure shall be provided together with the bid. A preliminary timeline shall be established for the internal procedure. A person being responsible for the overall coordination of the event preparation shall be proposed to the EHF. All hereunder committees shall be set up immediately after the awarding of the event at the latest. The EHF shall have the final approval on the organisation structure and the respective leaderships.

3.2.2 CENTRAL EHF BEACH HANDBALL EURO ORGANISING COMMITTEE ("OC")

The Central EHF Beach Handball EURO Organising Committee shall be in charge of the overall organisation and supervision of the event and shall coordinate the Local Organising Committee. It shall have direct contact with the EHF.

3.2.3 Local Organising Committees ("LOC")

The Host Federation shall set-up a Local Organising Committee immediately after the awarding of the event to supervise at local level the preparation, organisation, hosting and conduct of the event and shall be in charge of the direct implementation of the decided measures. The Local Organising Committee representatives shall be involved in relevant activities decided between the EHF and the Central EHF Beach Handball EURO Organising Committee in order to optimise the communication and the event preparation process.

3.3. PERSONNEL

3.3.1 OC PROFESSIONAL STAFF

- Host Federations shall hire or assign professional personnel in all core areas. Their responsibilities must be assigned in due time.
- Professional companies to be used in core areas, if needed.
- Core tasks with individual professional responsibilities on all levels such as media, marketing, finances, competition, logistic, transport, hospitality, protocol, administration, accreditation, legal and technical infrastructure must be assigned.

- Personnel holding key functions shall speak English proficiently.

3.3.2 PRINCIPLE

The OC professional staff shall be responsible for the implementation of the respective tasks on an operative level including all regular and daily business decisions. Coordination between the responsible persons on the two OC levels shall take place. The event shall be led by a professional event CEO or event managing director.

3.3.3 RESPONSIBLE PERSON

The event manager in charge for administration shall be available / employed immediately after the awarding and until the completion of the event. The person is carrying out the operative contact with the EHF, EHF Partners, partner companies and others.

3.3.4 PERSONNEL STRUCTURE

It is important to appoint qualified persons for the following areas immediately after the awarding and latest before the first workshop:

- Media and Marketing
- Finances
- Competition
- Transport and logistics
- Technical infrastructure
- Ceremonies and protocol
- Area accreditation and security measures

The areas event administration/management, media, marketing and technical infrastructure will need additional professional personal with a qualified experience into sport events management; the same holds true for the area of the protocol.

Further tasks in the respective areas can be assigned to volunteers, interns, students and other interest groups.

4. COOPERATION EHF — HOST FEDERATION

4.1. PRINCIPLE

An important detail in the preparation and professional organisation of the EHF Beach Handball EURO is the frequent release of full-scale information to all parties involved as well as a common discussion process relating to relevant details. This may refer to the following areas.

4.2. BEFORE THE AWARDING OF THE EVENTS

- Coordination of documents and bid presentation
- At least one person shall be especially in charge of EHF Beach Handball EURO-related matters and act as the responsible contact partner in the day-to-day business of the event preparation (sufficient knowledge of the English language is required).

4.3. AFTER THE AWARDING OF THE EVENTS

4.3.1 BASIS FOR THE COOPERATION

EHF Beach Handball EURO events require an adequate involvement and a close cooperation between the EHF, the Host Federation and the partner companies in the various fields.

With respect to this purpose, and in addition to what has already been stated, a cooperation infrastructure fitting the needs of the event and serving to optimise the preparations from the very beginning shall be established immediately after the allocation of the Men' s and Women' s EHF Beach Handball EURO in 2025.

This cooperation process shall include:

- Joint concepts for the core subjects in the event preparation – Organisation Structure Concept
- Creation of common guidelines together with clear and comprehensive targets for the event
- Explicit commitment to a joint event production – involvement of EHF in basic decisions and preparation process
- Pre-defined list of personnel requirements (number of persons and tasks) by the EHF
- Use of English-speaking personnel for all key functions within the OC obligatory
- Proportional extent of involvement in the on-site implementation of details
- Regular on-site evaluation
- Implementation of the principles of professional event management for the preparation process of the event
- Clear assignment of tasks and responsibilities
- Separation between the OC working structure and a Committee of Honour, if requested

- Change of core functions within the OC to be confirmed by the EHF

4.3.2 SELECTED ACTIVITIES

- Final tournament draw event
- Workshop and inspection visit at the venue
- EHF Officials' Meeting before the start of the event

5. PREMISES & LEGAL DIMENSION

Conditions and instructions for the EHF Beach handball EURO are laid down in the Bid Code as well as in relating documents as mentioned further on.

The below-listed documents serve, on the one hand, as minimum standards to be implemented, and on the other hand, as an orientation and collection of ideas to implement the respective area on a broader basis with wider impact.

In addition, timelines and rundowns must be regarded as an integrated part of the bid documents at hand. Any changes or alternation must be agreed with the EHF.

5.1. EHF – HOST FEDERATION ORGANISATION AGREEMENT

Detailed specifications are laid down in the respective organisation agreement together with the respective inspection reports and notes of workshops and meetings.

As part of the bidding procedure, an organisation agreement is conditioned on the awarding of the event shall be signed between the National Federation concerned and the EHF. The event will be awarded by the EHF Executive Committee. A draft version of the organisation agreement will be made available to the Host Federation by the end of August 2024. Such organisation agreement will be signed with the organiser after the awarding.

5.2. HOST CITY – NATIONAL/REGIONAL AUTHORITIES INVOLVEMENT

5.2.1 PRINCIPLE

The Host Federation shall ensure the involvement of national, regional and city authorities through which the implementation of promotion concepts shall be conducted. The involvement of public authorities shall be regarded as an essential element of the organisation of the event.

5.2.2 AGREEMENTS

As part of the bidding procedure, the bidding nations are obliged to have a “letter of support” from the host city and host venue. A signed host city agreement(s) with the host city and event venue need to be presented to the EHF after the awarding of the event.

The host city and host venue agreement(s) are supposed to sum-up and confer the rights and obligations relating to the organisation agreement. The signing of host city and event venue agreement(s) shall take place in due time after the awarding of the event by the bid nation.

The definition of the major responsibilities relating to the organisation of the event between the EHF and the host city/event venue constitutes a material part of the host city and event venue agreements.

Furthermore, any host city and event venue agreement shall include the commitments of the official host cities' authorities to support the bid and to ensure the correct carrying out of the event in accordance with the bidding documents.

Any host city and any event venue shall guarantee within the host city/event venue agreement an adequate and comprehensive event visibility in the city respectively the venue concerned, including the surrounding areas.

5.2.3 NATIONAL AND REGIONAL AUTHORITIES' CONFIRMATIONS AND DECLARATIONS

The bidders confirm that confirmations and declarations of the competent national and regional authorities regarding their interest and support concerning the carrying out of the event in accordance with the bid code at hand will be provided.

The related host city declaration as well as host city agreement shall be signed accordingly and be communicated to the EHF.

5.3. APPLICABLE REGULATIONS, GUIDELINES AND MANUALS

5.3.1 OVERVIEW ON REGULATIONS, GUIDELINES AND MANUALS

The below mentioned regulations, and documents shall be considered as an integral part of the bid code at hand. Regulations and procedures describe the requirements in detail. The bid candidate confirms the application and implementation of the conditions at hand as well as workshop notes, site visit reports during the preparation, organisation, conduct and hosting of the event in case of being awarded to the organisation right:

- EHF Statutes
- EHF Rules on Safety and Security Procedure
- EHF Legal Regulations
- EHF Rules of Arbitration for the EHF Court of Arbitration
- EHF List of Penalties
- EHF List of Administrative Sanctions
- EHF Regulations for Anti-Doping
- EHF Beach Handball EURO Regulations
- IHF Beach Handball - Rules of the Game

5.4. ANTI-DOPING

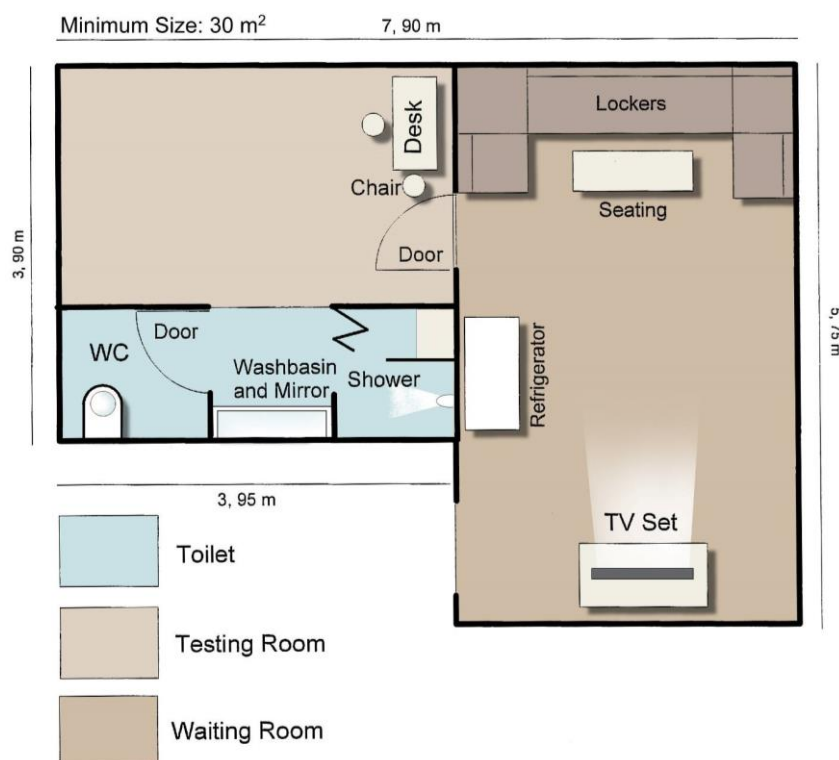
5.4.1 INFRASTRUCTURE

An anti-doping infrastructure complying with the EHF Regulations for Anti-Doping applicable at the date of the beginning of the event shall be available directly at the event venue. Such

infrastructure shall include without limitation a waiting room, a working room, and a separate toilet area, all adjacent to each other.

The waiting room is part of the working room or adjacent to it (a partition between the two areas is also permissible). It must have seating for eight people, coat hooks or lockboxes as well as a refrigerator. The working room shall contain the following: a table, four chairs, a washbasin with running water, a lockable cabinet as well as a toilet (next to the room or in the room itself).

The toilet area should be inside the working room. It must have a toilet and a washbasin with running water with a direct access from the working room.



The picture is only an example and the respective area will be defined according to the local conditions. The approval of the anti-doping area and infrastructure will be done during the site visit by the EHF.

5.4.2 PROCEDURE FOR CONTROLS

Anti-doping controls shall be executed during the entire EHF Beach Handball EURO period in accordance with the EHF Anti-Doping Regulations and the WADA Anti-Doping Code.

The coordination of the controls, as well as the determination of the number of samples to be controlled, shall be under the responsibility of the anti-doping official nominated by the EHF.

The necessary support to the anti-doping official nominated by the EHF as well as any local arrangements related to anti-doping shall be under the responsibility of the Host Federation.

The local costs related to the anti-doping controls made during the EHF Beach Handball EUROs shall be borne by the Host Federation.

5.4.3 NATIONAL ANTI-DOPING LAW

The Host Federations shall immediately inform the EHF on any national anti-doping law, anti-doping regulations or decisions that are applicable to the EHF Beach Handball EURO anti-doping controls or that may be of relevance for the event.

6. EVENT TIMEFRAME

6.1. TIMEFRAME EHF BEACH HANDBALL EURO 2025

Day of arrival EHF office staff	Saturday, 28 June
Day of arrival EHF officials	Tuesday, 1 July (by 14:00)
EHF Officials' Conference	Tuesday, 1 July
Streaming production set-up AM	Tuesday, 1 July
Day of arrival YAC teams	Wednesday, 2 July
Scouters training	Wednesday, 2 July
Time-/scorekeepers training	Wednesday, 2 July
Final inspection courts	Wednesday, 2 July
Test matches	Wednesday, 2 July
YAC Technical meeting	Wednesday, 2 July
YAC17 Beach Handball EURO competition	3 – 6 July
Awarding ceremony	Sunday, 6 July
Day of departure of YAC teams	Monday, 7 July
TV production set-up AM	Monday, 7 July
Day of arrival senior teams	Monday, 7 July
Final inspection courts	Monday, 7 July
Test matches	Monday, 7 July
Senior Technical meeting	Monday, 7 July
Beach Handball EURO competition	8 – 13 July
Awarding ceremony and farewell party	Sunday, 13 July
Day of departure of all teams and officials	Monday, 14 July

The EHF reserves the right to modify for any reason whatsoever the above schedules and/or the timetables defined in cooperation with the Host Federation.

6.2. TEST MATCHES

The Host Federation shall carry out test matches before the event as follows:

- Two test matches (men & women) on the day prior to the first match day
- The time frames are 15:30 and 16:15 on the central court

- The local organiser is responsible for the organisation of the test matches (teams, time-/scorekeeper, scouters, staff, etc.)
- During this period (13:30 to 17:00) no training can be granted to the teams on the central court
- EHF is responsible for the referees and delegates nomination

The entire infrastructure (facilities/equipment) and staff for the EHF Beach Handball EURO matches shall be available and ready for these matches.

6.3. MATCHES TIME SCHEDULE

Regarding the match schedule, a coordination of preferred time frames and match times shall take place between the Host Federation, EHF's media and marketing partner and the EHF in due time before the event.

7. NUMBERS OF PARTICIPANTS

7.1. PARTICIPATING TEAMS

Thirty-two (32) National Teams will participate in both EHF Beach Handball EURO events 2025.

The final delegation of each National Team – including players and team officials - is composed of a maximum of sixteen (16) persons and a minimum of twelve (12) persons (e.g. ten players and 2 officials). For sixteen persons a daily rate should be defined. For a maximum of four (4) additional persons and additional days, an extra payment might be charged.

A proposal for the general daily rate and the payment for additional persons and days shall be made by the Bidders as an integrated part of the bid documents. The Host Federation may accept a National Team delegation of more than twenty (20) members at the venue, upon a request from the respective Federation.

It is the responsibility of the Host Federation to organise the accommodation, catering and local transport of each National Team delegation during the event under the conditions and requirements stated in the present Bid Code.

A laundry service shall be made available to all participating delegations by the Host Federation on their own costs and during the entire event period. This includes full team kits and training suits.

7.2. EHF OFFICIALS

The number of EHF Officials that will be present for the event and for whom all costs and expenses including but not limited to local costs, travel expenses (including expenses for luggage overweight in case the travel luggage capacity of thirty-two (32) kilograms is not guaranteed), visa costs, daily allowances and match day compensations shall be borne by the Bidders is the following:

Number of Representatives	2 (one for the final weekend)
Number of Delegates	10
Number of Referees	20
Number of EHF Office Staff	3
Media Management	4
Total number of Officials	39

The daily allowance (EUR 60) is paid to each nominated EHF referee and delegate and the EHF office staff for the entire event period including travel days.

The match day compensation (EUR 50) is paid to the nominated EHF referees and delegates and only for the match days.

7.2.1 NOMINATION OF EHF OFFICIALS

The nomination of EHF Officials shall be made by the EHF approximately four months prior to the start of the event. Once the nominations are completed, the Host Federation shall book the flight tickets for the EHF Officials within one month.

Any booking of flight tickets is subject to the prior approval of the person concerned and of the EHF in case of out of schedule requests.

7.2.2 EHF PARTNERS – WORKING STAFF/REPRESENTATIVES

The number of EHF Partners working staff and/or representatives that will be present for the event, as well as the conditions of their stay and the payment of their respective costs will be defined during the first workshop.

8. DETERMINATION OF THE EVENT VENUE

8.1. BASIC REQUIREMENTS

The EHF Beach Handball EURO Event shall be carried out on one common venue with the following basic requirements:

- Number of playing courts: 4
- Size of playing court base: 33 x 18 m
- Grandstands on each court (central court: 2500 and court 2 - 4: from a minimum of 500 to 1500 spectator capacity)
- Short distance between hotels and courts
- Proximity to sea preferable

8.2. APPROVAL BY EHF

The venue shall meet all requirements defined herein as well as those communicated via future site visit reports, workshop notes and other regular communication means by the EHF. Without limitation, all requirements regarding playing areas and hotels shall be expressly approved by the EHF. Venue and venue details shall be stated in the respective bid documents.

Only the venue fulfilling all requirements stipulated herein and where the potential changes and adaptations requested by the EHF are implemented will be approved by the EHF. The Parties may schedule further inspection(s), and/or take the necessary measures in order to verify their implementations and approve a new venue and hotels.

If the requirements stipulated in this Bid Code and the potential changes and adaptations requested by the EHF are not implemented by deadline set forth by the EHF and are of substantial influence on the preparation of the event organisation, the EHF shall have the right to postpone payments relating to the event until a correct conduct of the Host Federation is established.

8.3. DETERMINATION OF PLAYING VENUE AND HOTELS

8.3.1 PRINCIPLES

The playing venue and hotels to be used for the event shall be expressly approved by the EHF.

In order to confirm the venue and the hotels a site visit will take place and will be scheduled after the awarding as a part of the event preparation process.

Playing venue and hotels for the participating delegations and the EHF Officials shall meet all standards and requirements defined herein and shall be adequate for an international sport

event of the level of an EHF Beach Handball EURO. The necessary infrastructure, technical facilities and equipment as well as facilities for a proper execution of accompanying events shall be available.

A complete list of hotels to be used by the participating delegations, the EHF Officials and the EHF Partners and guests during the event shall constitute an integrated part of the bid presented.

A playing and a warm-up area fulfilling the necessary standards and requirements for the EHF Beach Handball EURO shall be available at the venue.

8.3.2 INSPECTIONS: PRINCIPLE

EHF approval of the playing venue and the hotels depends on the fulfilment of those standards, requirements and conditions.

Any costs incurred by the EHF in connection with the venue and hotels inspections shall be borne by the Host Federation.

8.3.3 WORKSHOPS AND INSPECTIONS

The first EHF, Host Federation and the EHF Media and Marketing Partner (online) workshop for a first coordination of details will be scheduled after the awarding.

The on-site inspection of the venue and hotels is planned to take place in November 2024.

A second workshop is planned to take place in Vienna in February 2025. The local costs for accommodation and catering will be covered by the EHF for a maximum of three (3) persons from the OC. The travel costs and any additional costs need to be covered by the Host Federation.

Further workshops are scheduled on an “on-demand” basis and are dependent on the general line and strategy in the cooperation EHF-OC. A regular exchange of information between EHF and OC is very important and online meetings during the event preparation are recommended.

The change of the event area or hotels is subject to an approval by the EHF and will lead to an additional site visit.

The final infrastructure check and set-up supervision shall take place five to three days prior to the commencement of the event by the responsible EHF nominated persons.

9. MANPOWER

9.1. REQUIREMENTS PRIOR, DURING AND AFTER THE EVENT

The Host Federation shall provide all necessary manpower (both professionals and volunteers) prior and during the EHF Beach Handball EURO events for the preparation, organisation, conduct and hosting of the Event in particular, without limitation, in the following fields:

- Cooperation and communication with National Teams (team guides, etc.)
- Logistic support event equipment (goals & line-systems set-up, training balls and clothing equipment distribution, etc.)
- Court infrastructure set-up and maintenance
- Establishment of event dressing, routing systems
- Internal communication (Match results, round reports, match schedule, courier service team hotels, etc.)
- Local transport EHF Officials & teams (if needed)
- Media/media centre (information transfer, maintenance technical infrastructure, etc.)
- Offices maintenance and offices equipment
- Technicians on site (IT, electronic power supply, music, scoreboards etc.)
- Operation of scoreboards & other screens
- Security service
- First Aid
- Scouters for match scouting, etc.
- Accreditation, access control
- Support for administration and meetings (officials' conference, technical meeting etc.)
- Accompanying activities, hospitality services and event promotion

In order to ensure a smooth cooperation between the participating delegations and the Host Federation, a team guide shall be assigned to each delegation. The team guide shall speak English and in the best case the language of the team concerned. A team guide shall be familiar with the responsibilities and the organisational structure of the Event.

9.2. KEY PERSONNEL

In each court the following key personnel shall be available during the Event:

- Court Managers
- Competition support (nominations local personnel, pre- & post-match procedure, etc.)
- Table Officials (time- /scorekeeper)
- EHF assistant (competition handling, event report procedure, single point of contact)
- Scouters
- Ball recovery / court maintenance crew
- Anti-Doping chaperons

Only on the central court needed:

- Public announcer – guidelines, announcements in English language (together with music)
- Media officer
- Flag kids (final weekend)

9.3. VOLUNTARY PERSONNEL

Approximately a minimum of 100 volunteers will be required for the smooth conduct of the event.

Volunteers are major communicators of the event message, their enthusiasm and support for the sport as well as for the event is a part of their involvement and shall be involved in all event areas.

Local and regional institutions / associations shall be involved in the setup / organisation of the volunteering programme. Young and ambitious persons of various educational groups, national and international, shall be the target for the event volunteering programme.

A volunteer programme shall be established within six months before the start of the event, so that interested persons know well in advance the tasks, the required time periods, the personal profile and any other relevant information.

A part of a volunteer programme shall be the volunteer benefit structure. The range can lead from small financial reimbursements, via give-aways (such as clothing or event items), educational programmes and courses for personal recognitions, participation in other events, memberships, contact to players.

9.4. CONDITIONS

Persons shall be selected and hired by the organiser to fulfil the aforementioned functions in each area. The personnel hired shall speak English fluently and shall be experienced and familiar with the tasks, requirements and responsibilities related to such function during the Event.

9.5. TRAINING MEASURES

Notwithstanding the foregoing, the Host Federation confirms to organise and provide trainings adapted to their functions for all the persons hired for the Event in order to ensure a harmonised handling on all courts during the whole event period.

Furthermore, there will be training for scouts and time- and scorekeeper by the EHF one day before the start of the Event. If needed, there will be a second training before the senior competition, in case additional or different volunteers are available for the second week.

9.6. COURT MANAGER MEETING

A court manager meeting with the OC, all court managers and the EHF delegates will be organised on the venue one day before the start of the event on Wednesday, 2 July 2025 at 14:00. During this final court inspection, the infrastructure on all courts will be checked and possible shortcomings noted.

10. EVENT PRODUCTION

10.1. EVENT PRODUCTION AND PRESENTATION CONCEPT

The EHF and the Host Federation undertake their best efforts to organise and present the EHF Beach Handball EURO as a unique and unforgettable event for all parties involved.

The Host Federation shall propose an Event production and presentation concept. The objective of such concept shall be the optimisation of the impact of the Event on the public and the creation of a “you must be there” atmosphere. It shall include, without limitation, the following:

- A detailed event structure (event programme)
- A required communication and correspondence with the partners
- An involvement of local and international agencies and authorities
- A cooperation with tourism enterprises and public authorities
- Use of traditional media and digital presentation channels
- Media work concepts (strategy, milestones, timeline etc.)
- Promotion campaigns
- VIP area, hospitality programmes and respective entitlements of access
- Opening, closing and medal ceremonies

The following “set of tools” shall be implemented:

- Highlighted athlete presentation
- Entertainment on the central court (acrobats, singers, dancers, etc.)
- Special lighting/firework effects
- Video and scoreboard presentations
- Music and audio informational and educational components
- A professional sport presentation team (producer, announcer, DJ, animators, dancers)
- Fan zone for fun activities/sport promotion/partner activation

The final concept and its implementation shall be agreed on and coordinated by and between the Host Federation and the EHF. The corresponding programme and timetable shall be defined accordingly.

10.2. EVENT SUSTAINABILITY

For all EHF events emphasis shall be also laid on the sustainability of the Event. Conserving energy, reducing waste, purchasing local products and simply consuming less can all result in money saved. Despite a partly higher investment of resources (financial or human) to research new systems or invest in new tools, applying sustainability principles can result in immediate savings (for example by printing less material and having less waste to collect). They can also have long-term financial benefits, due to a more efficient use of resources. Promoting the fact that the Organising Committee is hosting a sustainable EHF Beach Handball EURO will raise the profile of the Event, attract partners as well as sponsors that are

becoming increasingly aware of sustainability issues. In addition, hosting a sustainable Event will potentially engage the attention of the public and media.

A sustainable event balances environmental, economic and social responsibility as follows:

- Environmental responsibilities such as low-emission transport and mobility, waste reduction (especially food and plastic waste), reuse and recycling, water and energy efficiency, exclusion of dangerous and hazardous substances and material, etc.
- Economic responsibilities such as savings through increased efficiency, avoidance of corruption, sensible and transparent public procurement, quality of goods, boosting innovation, job creation, profitability, responsible accounting, etc.
- Social responsibilities such as fair use of human resources, a healthy and safe workplace for all involved, respecting human rights, complying with international labour rights standards, the inclusion of minorities, respecting diversity, sensitivity to cultural or religious groups encouraging the involvement of the local community, sourcing goods and services locally and employing local people, etc.

The list below represents criteria for the sustainability of an EHF Event. While complying with them will not ensure that the event is completely sustainable, they represent a method of internally benchmarking the sustainability of the event so as to make future EHF Beach Handball EUROs consistently more sustainable. Any initiative and addition to these criteria is highly appreciated and will be promoted.

Based on the abovementioned, an event can be called “sustainable”, only if all the following criteria have been fulfilled:

- 1.** Efforts are made to reduce event-related emissions of greenhouse gases
- 2.** Procedures are implemented to reduce the consumption of water, energy, materials and other resources
- 3.** Measures are in place to reduce the generation of waste and to reuse, recycle and/or repurpose unavoidable waste (e.g. food-waste)
- 4.** When purchasing goods and services for the event, the environmental and social impacts of their lifecycle are included in the purchasing decision
- 5.** Social and environmental principles are applied throughout the implementation of the event, to reduce damage to the environment and to ensure accessibility, inclusion and well-being of all participants and staff
- 6.** Measures are taken to foster economic, social and environmental benefits for the local community, and minimise disruption
- 7.** Efforts are made to increase awareness of, inform and involve relevant stakeholders, in order to comply with and support the principles stated above

8. A monitoring and reporting system is put in place that allows for the communication, assessment and evaluation of sustainable event processes, initiatives and results

10.3. PROMOTION AND MARKETING CONCEPT

A comprehensive promotion and marketing concept regarding the event shall be provided as an integral part of the bidding documents. This involves communication objectives and market impact/range, which should be defined as a part of the concept. Cooperation with a professional marketing and promotion agency for the creation and implementation of such concept is strongly recommended.

The marketing and promotion concept shall include the general means of marketing and promotion as well as the beach handball and sport specific requirements. The details mentioned are supposed to be part of an overall strategy fitting the event and shall not be regarded as any limitation:

- Promotion plan for the entire preparation period to be included as an integral part of the bid
- Regular promotional activities in the host country
- A city promotion programme (flags, signposts, ads, billboards, etc.) to be included as an integral part of the bid
- Implementation of an activation and support strategy via event partners
- Implementation of promotion concepts via regional/city/public authorities
- Obligation to create a complete corporate identity concept within six months after the awarding
- Backdrops, banners, roll-ups, flags, etc. shall be created for promotional use
- School and club programmes shall be established, and local beach handball tournaments organised
- National team players of the host nation shall be made available for kids training, attending competitions, press conferences, etc.
- Distribution of promotional material and set up of stands (at various activities) in the region is recommended
- Digital communication and advertising strategy shall be developed
- Commercial partner logos have to be included in all promotional material

Any event marketing and promotional concept shall include a series of high-quality activities with the intention to reach a broad public and new audiences.

A dedicated online workshop about the promotion concept and activities will be held at least six months before the event to go into details and agree on the plan between OC and EHF.

10.4. SUPPORT OF OFFICIAL BODIES

Confirmations and declarations by the competent national (e.g. Ministry of Sport) and regional (e.g. regional governments, municipalities) authorities regarding their interest and their support shall be provided to the EHF together with the bid. Confirmations and declarations by official authorities shall be of significant content and enforceable (guarantee regarding the correct implementation of the event in accordance with the applicable standards).

10.5. INVOLVEMENT OF ON-SITE COOPERATION PARTNERS

The cooperation and involvement of various organisations, upon agreement with the EHF and the EHF Media and Marketing Partner, if foreseen, these may include:

- Tourist agencies regarding incoming tourism, championship advertising, cooperation with other events, etc.
- Local enterprises regarding traditional and cultural activities, city marketplace, entertainment, restaurants and bars, fan shopping, set up of technical equipment, etc.
- Radio stations regarding a coordinated programme - standardised music (sound), set up of loudspeakers, etc.
- Schools and educational institutions regarding the promotion activities, tournaments, volunteer programme, fan support, etc.
- Local organisations and coincidental activities/events (political meetings, congresses, cultural or sport events, etc.)
- Partner companies
- Roadshows

10.6. PUBLIC RELATIONS AND PROMOTIONAL CAMPAIGNING

Concepts and procedures shall be worked out by the Host Federation in coordination with the EHF for the following areas for the national and international promotion of the event:

- Media concepts (strategy, milestones, timeline, etc.)
- Using national and international media and advertising channels
- Promotion campaigns
- Commercial partner activities and promotions
- Event promo trailer
- Integration of stars and public personalities from various fields in pre-event promotional campaigns

In addition, the involvement of all National Federations participating in the event shall be part of the promotion concept in order to create a “common event” responsibility. Consequently, all involved federations shall have an advantage out of the promotion success, and this will contribute to their constant beach handball development.

10.7. EVENT CORPORATE IDENTITY

An Event Corporate Identity Manual shall be developed and implemented after the awarding and shall include:

- Event logo
- Relevant Event documents (poster, PowerPoint, letterhead, banners etc.)
- Backdrops
- Flags
- Roll-ups
- Giveaways
- Online banners and promotion material

The event CI must follow the EHF and the EHF Beach Handball EURO CI and shall be created based on these guidelines (available via the online EHF Design Guide) and in cooperation with the EHF Brand Manager.

10.8. VENUE DRESSING

The Event venue dressing shall be part of the Event production and presentation concept.

The Host Federation in close coordination with the EHF creates and produces a uniform and easily identifiable venue dressing for the Event ensuring a consistent appearance and attractive overall event design of the venue.

The Host Federation is responsible for the correct implementation of the Event venue dressing in the venue. A sufficient number of personnel must be made available to put in place the venue dressing.

The implementation of the venue dressing and the related timeline shall be coordinated between the EHF and the Host Federation, in order to ensure a safe and efficient implementation.

The costs of the creation and production of the Event venue dressing shall be split 1:1 between the Host Federation and the EHF.

10.9. PUBLIC SPACE ADVERTISING

As part of the Event promotion and presentation concept, it is recommended to include material such as promotion boards/posters/banners/mall signage, which will be distributed/set up at easily accessible public places at the venue, in particular at those places that are highly frequented.

10.10. HOSPITALITY AND VIP SERVICE

Different hospitality programmes must be operated by the Host Federation in coordination with partner companies and the EHF. The EHF and/or the EHF Partner may run separate hospitality programmes. Such requests shall be filed six months prior to the commencement of the event at the latest. Infrastructure to be made available for such programmes by the Host Federation accordingly.

10.11. INTERACTIVE AND ACCOMPANYING ACTIVITIES

As a part of the event preparation, a cooperation structure with local and national authorities being competent in the fields of event organisation and infrastructure management as well as with local tourist businesses shall be established by the Host Federation. An effort to use the positive effects of the Event in order to stimulate the economy of the region and set up cooperation is a big asset.

Established activities of such cooperation partners (tourism agencies and businesses, etc.), regular events in different areas (city market places, traditional and cultural festivals, etc.), new fields for activities, special offers during the event period shall constitute an integrated part of such cooperation at national and regional levels. Coincidental activities (culture or other sport events) during the Event period can also offer options to be used for common strategies.

Partner activation activities shall be an integrated part of the Event strategy and Event preparation.

10.12. FULL FAN ENTERTAINMENT

The Host Federation shall create and set up an infrastructure, entertainment facilities and a festive atmosphere attracting the public by underlining the national, traditional and historical features of the country.

Such infrastructure shall consist of a fan zone with kids' animation, a market place as well as activities and programmes such as music, partner activation and sporting challenges. In addition all kind of food (hot and cold) and beverages shall be available.

10.13. SPECTATORS MANAGEMENT CONCEPT

A spectator and audience activation concept must be worked out and coordinated with the promotional and marketing concept of the Event and must be presented by OC at least six months before the start of the competition to EHF. The question of how to attract spectators during the entire event period is crucial for the success of the Event.

With regard to the targets mentioned, a spectator management concept including, but is not limited to, the below mentioned areas shall be created and provided as a part of the bid:

- Activities of/with schools and universities (including teachers, coaches and other leaders)
- Activities of/with tourist organisations
- Activities of/with clubs, associations and other organisations in the region
- Activities of/with partner companies, national suppliers, etc.
- Activation and involvement of players/legends/stars in beach handball / handball in general
- Activation and involvement of players and fans from other sports

The spectator concept provided as an integrated part of the bid constitutes only a basic proposal and details shall be further worked out through the preparatory period.

11. VENUE REQUIREMENTS, SET UP AND HOSPITALITY

11.1. GENERAL OBLIGATION

Prior and during the Event, at the venue and hotels, the Host Federation shall implement all requirements, standards and infrastructure measures and provide all relevant services as stated in the Bid Code at hand, in the set up manuals, which will be provided, in all other applicable documents and/or as communicated by the protocols and notes. Those include without limitation, the requirements, standards and infrastructure and services defined hereunder.

11.2. COURTS

The playing venue is expected to have an adequate European standard and include one main playing court (central court) and three additional playing courts. For the event period the venue and courts shall, without limitation, meet the following technical standards and requirements and have the following infrastructure (logistic set up to be implemented at TV camera side):

- Dimensions of the courts: 27 x 12 m
- Size of each playing court area (base): 33 x 18 m
- Orientation of the court: all courts should run lengthwise North/South
- Accreditation centre which is centrally accessible on the venue
- Officials' table of 75cm height, 300cm length, 70cm width with three workplaces, technical equipment (scoreboard steorage and electricity) and on a stable platform, which is elevated from the ground (40 cm)
- Support table of 75 cm height, 700 cm length, 70 cm width with ten workplaces and technical equipment for speaker, music equipment operator, scouts and technicians (electricity, LAN cables and HDMI cable from the streaming) on the central court and with two workplaces on the secondary courts
- The Officials' table and the support table must have a proper cover made in a fixed construction that can guarantee full protection from water and the sun
- Electronic time-/scorekeeping apparatus and reserve clock
- Table equipment
- Digital scoreboards - minimum size of 20m² with full HD (1920 x 1080 px) in two corners on the central and in one corner on the remaining courts
- LED advertising system / EABS on the long- and short sides (main production side) on the central court, static boards (long and short sides) for all courts where no LED is implemented
- Lighting with minimum 2,500 LUX (average illumination in the vertical plane) (optional)
- Mixed zone with installation of backdrops for the main court or a defined area. The size of the backdrops shall be 5 x 2.40 m for the mixed zone
- Flash zone sponsor backdrop shall be made of plexiglass, size: 1.2 x 1.4 m, frame height 2.2 m (if requested)

- Changing area, toilets and showers: minimum 4 for the national teams and 2 for the EHF referees; minimum size 35 m² (sanitary rooms excluded) for teams and minimum size of 20 m² for referees
- Separate area for physical treatments including a massage table a physician available during the whole competition period
- Ambulance need to be present at the venue during the whole competition period
- Adequate temperature in the working areas/tents (cooling, capacity, separate and closed areas)
- Grandstands with a capacity of 2,500 spectators on all four sides for the central court and stands at least on the long side with at least 500 spectators for the secondary courts
- Facilities and infrastructure for the spectator area (food and beverages, entertainment, screens, shopping)
- Working (media, commentators, statistics, host broadcasters, advertising) and VIP area of sufficient size to be reserved behind the officials' table.
- Court entertainment including a professional producer and professional entertainers/moderators on the central court and music on all courts
- Catch nets behind each goal area, mesh size 10 x 10 cm, loosely suspended along the entire length of the playing area and beyond (12 x 7 m). The bottom end shall be attached to the advertising boards in a central position 3 m away from the goal line.
- Flag presentation shall cover the entire long side opposite to officials' table
- Championship merchandising and promotion stands (optional, but preferable)
- Fan village including full event corporate identity, fan activities and partner activation

11.3. FINAL WEEKEND SPECIFICATIONS

In addition to the details mentioned before and subject to the below-mentioned requirements in connection with the final weekend, the playing areas shall, without limitation, meet the aforementioned technical standards and requirements:

- Winners' arch and banners for the awarding ceremony
- Additional hospitality infrastructure for exclusive VIP service
- Improved fan village, including fan entertainment, full corporate identity concept and partner activation

11.4. AVAILABILITY OF THE PLAYING VENUE

The playing venue ultimately and explicitly approved by the EHF (including the courts and the surrounding) shall be available free of advertising for the entire competition period:

- The playing venue shall be available at least seven (7) days prior to the commencement of the event.

- The set-up of courts and grandstands has to be finished three (3) days before the start of the competition
- The final court inspection will be done on all playing courts one day before the first match day at 14:00.

11.5. OFFICIALS' TABLE, SUBSTITUTION AREAS AND SUPPORT TABLE

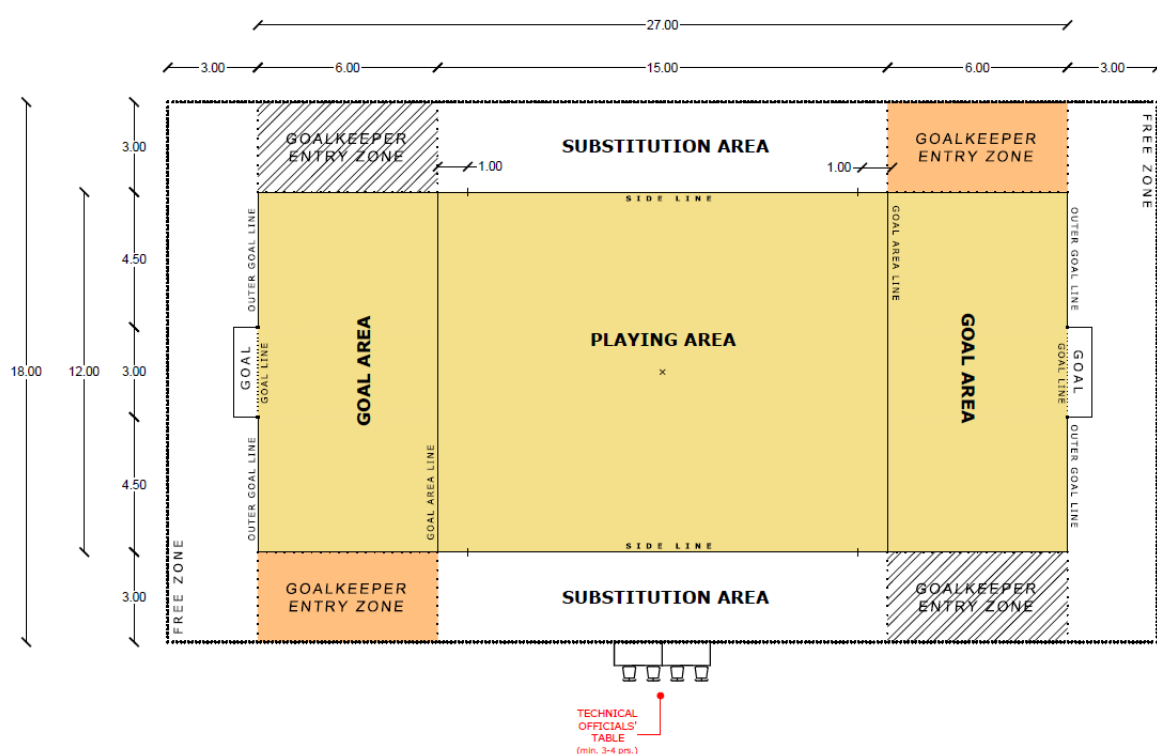
During the entire competition period and for each court the table for EHF Officials and timekeeper/ secretary (approximate size 3 x 0,7 m and on a platform) shall be placed on the TV camera side. The position of the table including protection need to be finalised based on the position of the camera in order to make sure to have a complete TV view of the courts.

On the central court the support table shall be positioned at a distance of one (1) metre behind the officials' table on a platform of 1.5 m height; steps shall be installed on one side of the platform and the table needs to be accessible from the court.

The officials' and support table need to be protected from rain and sun during the entire period with a proper and fixed coerture. The camera positions need to be adapted accordingly.

In both substitution areas and on each court a solution and a branded area for the teams' equipment storage need to be provided by the Host Federation (example available from the last EURO).

EHF BH EURO PLAYING AREA



Places at the support table shall be reserved for two scouters/EHF Officials, two anti-doping officials, the public announcer and DJ (music and entertainment), two (2) representatives of “Vision Sport”, the court manager and a representative of the TV Host Broadcaster – altogether a minimum of ten (10) persons shall be placed on the table. No other persons are allowed to be seated at the support table.

An event banner with the name of the host city shall be affixed onto the officials’ table at each playing court. The banners shall be provided to the Host Federation by the EHF.

The uniform appearance and design of the event agreed on by the parties shall be applied to those banners, as well as to the officials’ tables, support tables and substitution areas.

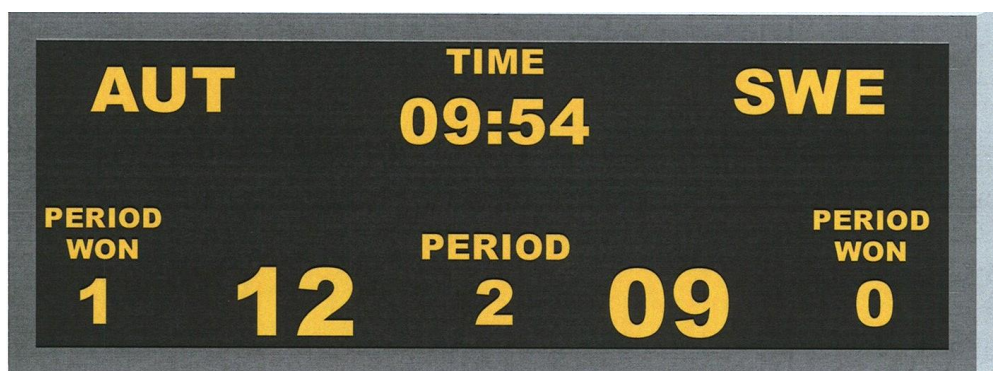
The event logo must be visible from all angles, both for spectators and TV cameras.

11.6. SCOREBOARDS

Two LED scoreboards on the central court and one on the secondary courts fulfilling the minimum requirements defined herein shall be installed by the Host Federation in due time prior to the commencement of the event.

All scoreboards shall be LED scoreboards in a format at 16:9 and a minimum size of 20 m² (5.9 x 3.4 m).

The match pairing, the match score, the playing time (time running from 00:00 to 10:00), the periods (0:0, 1:0, 1:1) as shown in the illustration below.



For the shoot-out a special presentation should be adopted:

- Match pairing (Nation Abbreviation)
- Progress of the shoot-out, as well as points in total



The scoreboards shall be positioned in the corners of each of the short side of the courts and shall be visible for the playing teams and the officials' table.

Both the scoreboards on the courts and the graphics for the live streaming (TV on-screen graphics) should have the same structure in order to have a uniform picture.

EHF will supply the local organiser with a software for the management of the LED scoreboards, that will be managed by EHF Partner Vision Sport.

11.7. GOAL-LINE TECHNOLOGY AND VIDEO REPLAY

The goal-line technology and the video replay will be in use during the event on all courts. The necessary technical support for set-up, operation and dismantling shall be made available by the Host Federation. This includes personnel, storage, electrical source close to each goal and a HDMI cable (from the live streaming) in order to ensure the smooth set-up and operation of the equipment.

All costs in regard to the goal-line technology personnel will be covered by the EHF and the organiser shall arrange the accommodation and airport transfer upon request.

11.8. SIGNPOSTING

Adequate signposts and a comprehensive routing system in English (Latin letters) being good optical appearance and representative of the event CI shall be installed by the Host Federation on the playing venue, clearly indicating all areas, taking into consideration the specifics of the accreditation system and its related code.

The signposts shall be implemented on the entire playing venue and at strategic/main places.

The uniform appearance and design of the Event agreed on by the parties shall be applied to the signposts and all further elements of the routing system.

11.9. ADVERTISING STANDS

Any Official Partner, EHF Partner promotion and merchandising stands shall be set up in the playing venue according to the available space. The entire area shall have a harmonised appearance complying with the venue dressing concept.

It is hereby agreed that the final decision regarding stands for Official Partner, EHF partners, merchandisers and retailers lies with the EHF.

11.10. FURTHER EQUIPMENT AND INFRASTRUCTURE

The playing venue shall also offer the following equipment and infrastructure standards:

- Powerful and reliable sound system, capable of communicating inside the entire venue. The system shall comply with the international standards for outside areas and crowds of this size providing a clear understanding and good sound.
- Adequate office space for EHF and EHF Media and Marketing Partner (as further defined)
- Places and equipment for TV and TV partners (as specified separately)

11.11. TRAINING COURTS

There are no training courts needed during the competitions period. But all courts should be made available to the teams three (3) days prior to the commencement of the event for training purposes. A respective training schedule shall be arranged directly between the teams and the local organiser.

The training schedule for each court should be adapted according to each court set-up plan, the final court inspection and test matches one day before the competition start.

11.12. SPORT INFORMATION DESK (SID)

The primary function of the Sport Information Desk (SID) at the EHF Beach Handball EURO venue and teams' accommodation sites is to facilitate the best distribution of information and providing guidance to spectators, media, team officials and players.

An information desk including a board should be the central point for the distribution of the following information:

- Training schedules
- Competition updates (changes in playing times, etc.)
- Technical forms
- Technical meeting info
- Competition reports and standings (updated daily)
- Results outputs

- Tournament Management announcements
- Disciplinary Commission (DC) decisions
- Transportation schedules (if needed), and
- Any additional relevant information

All information published at the respective desks need the approval of the EHF office staff and shall be posted 30 minutes after a decision has been made.

Each team accommodation site shall have an information desk and it should be located close to the reception desk of the hotel. The desk should be operated from the arrival until the departure day of the teams.

The desk located at the teams' accommodation sites is the liaison between the teams and the competition management (EHF and LOC). Team officials wishing to contact the competition management may do so via the information desks. Team officials are encouraged to stop at the information desk upon arrival and departure at the venue or hotel to check all information updates.

The Sport Information Desk (SID) at the venue should be located close to the entrance and shall be easily accessible by all relevant parties. The opening hours are at least one hour prior to the first match of the day and until one hour after the conclusion of the last match.

There shall always be at least one person at the information desks during the hours of operation for the venue and teams' accommodation sites

11.13. HOSPITALITY SERVICES

11.13.1 VIP SEATS

Depending on the infrastructure of the grandstands on the central court, the EHF and the Host Federation shall commonly agree on the seating areas that shall be used for VIP purposes during the Event. This includes an agreement upon different VIP seating areas for the final weekend. Regarding the final weekend, a manual (protocol requirements) shall be developed which includes the VIP seating order including seat labelling.

The VIP seating plan and VIP area set up must be included into the promotion concept to be presented to EHF at least six months before the start of the competition.

Notwithstanding the foregoing, it is agreed that:

- The EHF VIP seating area shall be placed and reserved in the centre of the spectators stand behind the officials' table.
- During the final weekend, the seats in the superior VIP seating area shall be reserved to the EHF and the Host Federation.

11.13.2 VIP Lounge

The VIP lounge fulfilling the requirements, standards and infrastructure of an international sport event detailed in the Bid Code as well as any adequate standards for such an international sport event and offering different options in specified levels shall also be set up next to the central court. The area shall be accessible from the grandstands and shall be spacious, properly equipped and decorated.

Such VIP lounge shall be well equipped for around 120 persons and operate during the entire competition period. It shall be commonly used by the EHF Officials, EHF Marketing Partner and the Host Federation, respectively the Organising Committees.

The regular service in such VIP Lounge shall include but not be limited to the offering of:

- A wide assortment of alcoholic (e.g. beer/wine) and non-alcoholic beverages
- One warm dish and a cold buffet with a selection throughout defined operation hours
- The buffet shall look generous and inviting, never empty and shall include also vegetarian dishes
- Tables and seating places
- A dressing and decoration which looks attractive, harmonised and well covered

During the final weekend of the EHF Beach Handball EURO senior event an advanced infrastructure, consisting of the following additional services, shall be organised by the Host Federation:

- High standard of hot and cold catering throughout the entire match day
- A variety of warm dishes once a day for a total minimum period of two hours
- Premium sponsor invitation/area
- Partner activation activities

For special occasions during the final weekend, the EHF respectively EHF Marketing Partner has the right to request separate lounges to be available or specific receptions to take place. Entitlements regarding such activities are coordinated between the EHF and the Host Federation accordingly (financial consequences, etc.).

12. EHF WORKING FACILITIES AND EQUIPMENT

12.1. OFFICIAL EHF OFFICE

Rooms and equipment according to the requirements specified by the EHF respectively the EHF Partners shall be made available at any time during the Event by the Host Federation for being used as event offices by the EHF and the EHF partners representatives and working staff.

The Host Federation shall provide a suitably equipped office (printer/photocopying machine, LAN cable, usual office material, flip chart, etc.) with 5 - 7 working places at the hotel the EHF Officials are accommodated. This room is needed at least three days before and one day after the competition.

12.1.1 TECHNICAL REQUIREMENTS

The room should have internet access via LAN cable or a Wi-Fi dedicated only for EHF. A download rate of 50 m/bit and an upload rate of 50 m/bit need to be guaranteed. One colour printer including a copy function shall be provided and be included in the EHF LAN system. Additionally, printing paper and reserve ink for the printer/copy machine need to be available during the whole event period. A local IT service person shall be available in case of need.

12.2. CHECK-POINT OFFICIALS (CPO)

The CPO shall be one (1) centrally located tent for EHF Office staff, EHF Officials and EHF Partners close to the playing courts. The CPO shall be equipped with a printer & copying machine, internet access via LAN connection (download rate of 50 m/bit and an upload rate of 50 m/bit) and a sufficient number of working spaces (approximately 15 to 20 persons). Usual office material as well as printing paper and reserve ink for the printer & copying machines shall be available. Furthermore, AC shall be made available in the tent, if needed.

12.3. MEETING ROOMS

A seminar room for eighty (80) participants with tables and chairs shall be available one day before the start of the competition (18:00 to 22:00) for the Technical Meeting in a hotel agreed on by the parties, and with the following technical infrastructure: screen and beamer (including a long wire for connection), internet access and remote mouse. The room shall be equipped with enough chairs, with a head table for six persons and four tables with four chairs around in one area in the room (preferable close to the entrance). Water shall be available for the meeting period. The screen needs to be positioned high enough to ensure sufficient visibility.

Two additional rooms for meetings and seminars (referees / delegates) or other activities shall be provided by the Organising Committee during the whole event period and free of charge. Such rooms shall be equipped with a TV or beamer and screen, flip charts, internet access via LAN cable and power distributors. Additional required equipment will be specified individually.

The EHF and the Host Federation will come to a mutual understanding regarding the use and specifications of the event office and meeting room at the occasion of the venue inspection.

12.4. MOBILE PHONES

Upon request of the EHF, a sufficient number of mobile phones and at least ten (10) shall be made available free of charge by the organiser to the EHF Officials (as defined by the EHF) upon their arrival during the final preparation period of the event and the event itself.

The mobile phones, if required, to be provided to the EHF Officials mentioned here above shall fulfil the following minimum requirements:

- Adequate technical standard of a smartphone
- Direct and registered connection to the net (no reload or value card phones)
- Free line for national and international calls for EHF phones
- Numbers/contacts of key personnel shall be pre-saved in the mobiles by the organised; predefined groups to be created

Specified and individualised costs resulting from international calls shall be charged to the EHF. The Host Federation and the local distributor providing the equipment in the host country shall coordinate to organise the set-up of those machines.

13. ACCOMMODATION, BOARD AND TRANSPORT

13.1. HOTEL RESERVATIONS

All hotel rooms for the National Teams and the EHF Officials shall meet the requirements defined herein and communicated from time to time by the EHF and/or further agreed by the Parties. In case of unsatisfactory selection by the Host Federation, and based on the site visit, the EHF reserves the right to refuse hotels and to ask for further options.

13.1.1 MINIMUM REQUIREMENTS

The National Team delegations and EHF Officials hotels shall comply with international standards.

Hotels shall be located as close as possible to the playing venue and in any case, not further than twenty (20) minutes per bus or fifteen (15) kilometres from the playing venue as well as in a reasonable distance from the city centre.

The participating delegations shall be hosted in hotels of high international standards comparable to international four to five stars category hotels. The Host Federation shall make their best efforts to host all members of a participating delegation in the same hotel, or guarantee that at least twenty (20) members of a participating delegation can be hosted in the same hotel.

The EHF Officials, the EHF partners and guests shall be hosted in hotels of the highest international standards, comparable to international five stars category hotels. All EHF Officials shall be hosted in the same hotel.

Each hotel room shall be of adequate size and well equipped. It shall include at least the following furniture: cupboards, storage space, beds/twin beds in double/single rooms (minimum 100 cm x 200 cm, with an air conditioning system).

13.1.2 NATIONAL TEAMS

The Host Federation shall coordinate and organise the necessary number of hotel rooms for each participating delegation for the entire duration of the Event based on the following numbers:

- six (6) double rooms (minimum 30m²) for players
- four (4) single rooms (minimum 25m²) for team officials
- four (4) single rooms for additional persons (fee to be agreed)

The Host Federation shall host all members of a participating delegation in the same hotel and in any case guarantee that at least twenty (20) members of a participating delegation are hosted in the same hotel.

Details regarding room reservation and deadlines are made available by the Host Federation to the EHF on the occasion of the site inspection.

The daily rate per person for the participating delegation will be directly paid to the EHF. The organisation and costs for airport transfer and additional persons shall be arranged between the participants and Host Federation directly.

13.1.3 ADDITIONAL ROOM REQUIREMENTS

Beside the rooms for the EHF Officials and the participating delegations, the following meeting rooms shall be available for the teams, as indicated below.

Two (2) rooms for match analysis for sixty (16) participants in each team accommodation site shall be available with the following technical infrastructure: screen/TV with USB connection, internet connection, flip charts, pens, tables and chairs (leisurely arranged). Beverages (water) shall be made available in the rooms during the meetings. The allocation of the rooms to the teams shall be arranged by the Host Federation and preferable at the respective information desk.

13.1.4 EHF Officials

All EHF Officials shall be hosted in the same hotel and the hotel should be close to the venue. The Host Federation shall coordinate and organise the necessary number of hotel rooms at their own costs for the EHF Officials for the entire duration of the Event based on the following numbers:

- 10 double rooms
- 20 single rooms
- 1 additional single room only for the final weekend

Further rooms for EHF partners companies and technicians need to be arranged accordingly and will be communicated at the first workshop. The costs will be covered by the EHF and the price for the accommodation with full board need to be presented in the scope of the bid. The accommodation rate including full board shall include the real accommodation costs charged by the hotel. Those rooms have to be added in order to achieve a total number of rooms to be reserved.

Laundry service for EHF Officials for up to three pieces per day plus referee shirts and shorts (for the competition period) shall be made available free of charge by the Host Federation.

Expenses for local transport (including airport pick up), accommodation, full board, travel costs and daily allowances for EHF Officials (representatives, delegates, referees and office staff members) shall be borne by the Host Federation.

The EHF shall have the final decision regarding the hotels to be used for the EHF Officials and the participating teams during the Events upon a respective proposal of the Host Federation. Only the hotels being expressly approved by the EHF shall be used to accommodate the EHF Officials and the participating teams during the Events.

13.1.5 EHF PARTNERS, EHF GUESTS AND OTHERS

Hotel reservations for EHF Partners and EHF guests shall be taken care of and coordinated by the Host Federation in the EHF Officials' hotel. Reservations shall be made in the necessary quantity upon EHF information. These rooms are partly on the charge of the EHF and partly reimbursed by the respective company.

The EHF Partners inform the Host Federations about the number of rooms latest until the defined deadline.

Reservations for EHF Partners and EHF guests can be based only on estimations relating to past events, the number may, therefore, require adaptations and a certain space of flexibility with the hotels concerned.

13.1.6 MEDIA HOTEL

The Host Federation shall provide at least one three stars hotel for media representatives close to the venue in favourable rate. High speed internet (download rate of 50 m/bit and an upload rate of 50 m/bit) and late meals shall be available in the hotel throughout the course of the Event.

The Host Federation shall reserve a sufficient number of rooms which can be booked by the respective media representatives through a travel agency or the Host Federation directly. Rooms shall be reserved by the Host Federation up to one (1) month before the start of the Event, which can later be cancelled.

13.2. FOOD AND BEVERAGES

The Host Federation, respectively the Local Organising Committee shall organise and provide at the Host Federation own costs food and beverages during the Event as follows:

13.2.1 NATIONAL TEAMS/HOTELS

Meal plans and if possible mealtimes shall be set up by the Host Federation, respectively the Local Organising Committee with each participating delegation taking in consideration the individual needs of each participating delegation as well as religious and national aspects regarding food and beverages for the duration of the Event.

As a general rule, at least three (3) meals a day - breakfast, lunch and dinner – satisfying the requirements of a competitive sport and a fruit basket each morning (two/three pieces per person) shall be prepared for each person of the participating delegation during their stay. The meals offered shall be served in agreement with the respective delegation.

A minimum of one (1) litre per person and meal of non-alcoholic beverages (delegation members are free to choose also other drinks than water) shall be provided with the meals. In addition, a minimum of one (1) litre of water per person and meal shall be provided upon request.

Depending on the distance of the hotels and the match schedule the possibility to have meals at the venue shall be offered by the Local Organising Committee.

13.2.2 EHF OFFICIALS, EHF PARTNERS AND EHF GUESTS/HOTELS

Meals and beverages for EHF Officials, EHF Partners working staff, EHF Partners representatives and EHF guests are individually coordinated between the EHF and the Host Federation.

As a general rule, three (3) meals a day - breakfast, lunch and dinner -, including fresh fruits and vegetables as well as a minimum of one (1) litre of non-alcoholic beverage as well as an unlimited quantity of water shall be prepared for each EHF Official, EHF Partner working staff, EHF Partner representative and each EHF guest.

For dinner, soft alcoholic drinks shall be available together with non-alcoholic drinks. All drinks shall be made available either on a self-service basis or the waiters are instructed to ask. It is not in compliance with this point to put water on all tables and avoid any further action.

Snacks and beverages for EHF Officials shall be made available free of charge by the Host Federation in the EHF office room and the CPO in coordination with the EHF.

Warm meals shall be arranged free of charge by the Host Federation for the EHF Officials and the EHF Partners working staff between or after the matches upon individual requests and in coordination between the EHF and the Host Federation, respectively the /Local Organising Committee.

The costs of food and beverages for EHF Officials and EHF Partner working staff/partner representatives shall be borne by the Host Federation. The costs of food and beverages for the EHF guests are borne by the EHF, respectively the EHF Partners or the EHF guests.

13.3. LOCAL TRANSPORT

The teams have to organise their travel and to bear their travel costs to and from the host city themselves; airport transfer shall be within the responsibility of the OC, costs shall be borne by the participating teams.

In case the venue is not within walking distance, for the duration of the Events a local transport service shall be arranged for the teams and the EHF Officials by the Organiser from the hotels to the playing courts and from the playing courts to the hotels free of charge.

The local transport (hotel - venue/etc.) shall be carried out by the local organiser with a shuttle bus system (interval 30 min. or more frequent plus additional transfer for coaches, if necessary).

The shuttle plan for the EHF Officials and EHF Partners and guests need to be separate from the teams' shuttle and will be agreed between the EHF and the Local Organising Committee directly and on a daily basis.

Regarding the transport of the teams travel plans of the participating delegations shall be made available in due time prior to the event and shall be in accordance with the training and match schedules and meal plans.

14. ACCREDITATIONS AND VENUE ACCESS

14.1. ACCREDITATIONS: STANDARDS AND REQUIREMENTS

The EHF will provide access to a complete accreditation system, which must be used by the EHF and the Organising Committee for the accreditation of officials, players, staff, volunteers and media representatives.

Detailed access points will be evaluated based on the event area map and the inspection.

Accreditations with VIP access shall be provided by the Host Federation to the EHF delegation (representatives, delegates, referees and EHF office staff) at the venue free of charge.

14.2. TEAM ACCREDITATIONS

Accreditations shall be provided to all members of a team delegation at the latest at the technical meeting.

Access to the VIP area shall only be given to one person for each team (team responsible). All other areas shall be accessible for the complete team delegation.

The National Federations are responsible to provide the EHF/Host Federation with the necessary information in order to realise the accreditation.

14.3. ACCREDITATIONS FOR EHF

All EHF Officials and media representatives shall receive accreditations with free access to the respective areas. EHF Officials shall have access to all areas.

The following accreditation contingents in addition to the VIP accreditation for the EHF delegation at the venue shall be provided free of charge by the Host Federation to the EHF: 30 VIP accreditations for the whole Event period. The EHF will inform the Organiser on the final number of the needed VIP accreditations two (2) weeks prior the Events.

14.4. ACCREDITATION FOR MEDIA

Official EHF media persons (photographers & content creators) will wear EHF white bibs and have all access. Additional media persons will be allocated to fixed places/positions.

15. EHF BEACH HANDBALL EURO PARTNER SERVICES/EXCLUSIVITY

15.1. PRINCIPLES

Subject to the existence of effective agreements between the EHF and the respective partners at the time of the Event, the rights and obligations defined herein apply.

The continuous improvements of the quality of EHF Beach Handball EUROs, the optimisation of the TV and media presence as well as the effort to reach a standardised appearance of the events are the core objectives of the EHF. In the lights of those objectives and to secure equal standards for all EHF Beach Handball EURO the EHF cooperates with partners from various fields: equipment supply, line-systems, goals, match balls, etc.

Equipment and services provided by these partners shall be exclusively used during the Event.

The right to supply the services and equipment defined herein and in the Event Manual has been exclusively granted by the EHF to the EHF Partners and shall therefore not be granted to any other third party.

Specifications regarding equipment will be provided in due time by the EHF.

15.2. SUPPLIER GOODS, INFRASTRUCTURE AND SERVICES

Immediately after the awarding the specification for the supply of the goods need to be specified by the Host Federation in cooperation with the EHF.

The final number of items, the delivery address and the delivery date shall be specified not later than three months before the Event.

15.3. OFFICIAL MATCH BALLS

The EHF, through the EHF Equipment Partner, provides the Host Federation with one hundred (100) official match balls per gender from the EHF Equipment Partner for all matches of the EHF Beach Handball EURO.

Prior to the beginning of the Event, every participating National Team will be provided with ten (10) balls (+ ball nets). The balls shall be used by the participating National Teams for training purposes only prior and during the EHF Beach Handball EURO and shall remain with the respective National Team after the Event. The distribution to the teams shall be organised by the Host Federation.

The EHF Equipment Partner balls shall be exclusively used during the Event. No other balls than those provided shall be used during the matches of the EHF Beach Handball EURO.

The Host Federation is in charge of the shipment costs for the balls.

15.4. OFFICIAL LINE-SYSTEMS

The EHF, through the EHF Equipment Partner, provides the Host Federation with line-systems for each court.

The Host Federation shall be responsible for the temporary storage, set-up, maintenance and removals of the line-systems on the courts. The Host Federation shall, therefore, provide the necessary logistic and manpower support for the set-up, maintenance (6m-line change, etc.) and removal after the Event. The line-systems remain in the property of the Host Federation.

The Host Federation is in charge of the shipment costs for the line-systems.

15.5. OFFICIAL BEACH HANDBALL GOALS

The EHF Goal Partner provides the Host Federation with a set of beach handball goals (2 goals) per court.

These goals shall be exclusively used on all courts during the entire Event. The Host Federation is responsible for the set-up of the goals on each court and the goals remain in the property of the Host Federation.

The Host Federation is in charge of the shipment costs for the goals.

15.6. CLOTHING EQUIPMENT

The EHF Equipment Partner will provide only the EHF Officials and EHF staff with sport equipment.

The EHF offers the Host Federation the opportunity to purchase clothing and equipment for volunteers from its official sports supplier at a discounted rate. An offer will be created based on the requirements of the OC following the first workshop. In the case that the Host Federation does not take up this offer, the OC may only supply its staff and volunteers with non-branded event items.

Competitors of Official Partners and EHF Partners are not permitted within the TV picture and on the venue and venue related area.

15.7. COMPETITIONS TECHNOLOGY

In cooperation with the respective technology partners, the EHF provides competition technology services as goal-line technology, instant replay and similar services.

Adequate and necessary logistic support to operate the EHF Competitions Technology shall be organised by the Host Federation prior to and during the EHF Beach Handball EURO. Further details regarding the logistic support in terms of, duration, staff and material will be communicated by the EHF, and/or the EHF Partner in due time.

15.8. MATCH VIDEO PLATFORM

The EHF will make available a platform for match downloads for internal purposes. Teams may use this platform/downloads for their internal use such as match analyses, preparation and self-promotion, etc. No commercial use or distribution of match material, even of short sequences is allowed. But video recording of matches by the teams will be allowed through the authorisation by the EHF.

15.9. FURTHER EQUIPMENT AND SERVICES

The EHF may come up with additional equipment and services and/or service providers during the preparation period of the Event. Mutual agreement regarding the implementation and handling will be established in such a case between the Host Federation and the EHF.

16. EVENT CEREMONIES, PRIZE AWARDING AND MEDALS

16.1. PRINCIPLES

A programme including all official receptions and highlighting activities to be organised and conducted by the Host Federation during the Event shall be defined and agreed between the Host Federation and the EHF in due time prior to the beginning of the Event. This programme shall include without limitation all ceremonies and awards defined in the present section.

16.2. GUIDELINES FOR CEREMONIES

All ceremonies taking place during the Event, in particular but without limitation, the closing and medal ceremonies shall be organised as a TV event format following high professional standards and all requirements defined by the EHF in the Event Guide. When organising and conducting a ceremony, at least the following requirements shall be implemented:

- Creation of a harmonised mixture between the EHF basic structure / programme of awarding and a high-quality show event
- Contain elements of local and national uniqueness
- Professional preparation
- Professional choreography and artists
- Professional speaker / presenter
- Involvement of all court managers taking care of the rundown
- TV obligations to be taken into account if to be shown live by broadcasters
- Rehearsal(s) obligatory on the day prior to the final day of the EHF Beach Handball EURO
- Clear instructions to awardees and official speaker
- Place emphasis on the players
- The EHF is responsible for handing over medals and trophies
- The official EHF representative exclusively gives the closing speech during the medal ceremony for the championships closing
- Flags for the teams ranked one to three (to be hoisted)
- National anthem of the winning team to be played at the end of the medal/closing ceremony
- Banners for places one to three (1-3)
- Involvement of sufficient personnel in both the preparation and the ceremonies
- Close coordination between EHF and Host Federation and the LOC

16.3. OPENING CEREMONY

An opening ceremony is optional and might be introduced on the first day of the competitions.

The ceremony shall be organised and conducted by the Host Federation under the supervision of the EHF.

A concept and a programme for such opening ceremonies shall be proposed by the Host Federation to the EHF at the second workshop at the latest.

16.4. MEDAL AND CLOSING CEREMONY

A medal ceremony, including the event closing, taking place directly after the final match, shall be organised and carried out jointly by the EHF together with the Host Federation immediately after the final match of the EHF Beach Handball EURO on the central court. The Host Federation shall make available the necessary means to support the closing and medal ceremonies, including, without limitation, the necessary availability of personnel, infrastructure and contacts.

The closing ceremony and medal presentation is to be produced 'for TV' and for broadcasters to show live. It should start as soon as possible after final whistle and must be short and compact.

The Host Federation, the EHF, as well as its partners shall work out, in close cooperation, a concept and programme for this ceremony that creates an exciting atmosphere and a memorable impression for the spectators and participants.

EHF basic requirements for the medal ceremony including the official protocol specified in the Event Guide combined with a brief and highly professional show shall be included in the concept and programme worked out by the Parties.

The proposed concepts and programmes, as well as all the remaining details of the medal ceremony, shall be discussed and agreed on by and between the Parties. If the Parties do not reach an agreement on the programme and/or the content and/or the organisation and/or the concept of the medal ceremony, the EHF shall decide on the final concept and lead the organisation of the ceremony.

One or more full rehearsals involving all potential participants shall be organised for the medal ceremony the day prior to the finals.

The medal ceremony shall be presented in English, by a professional TV announcer that shall stand on the playing court (part of the TV picture). Furthermore, the podium shall be established during the show in order to save time. The closing ceremony ends the medal ceremony.

16.5. SPECIFICATIONS REGARDING THE MEDAL CEREMONY

The medal ceremony shall be conducted for the National Teams which are first, second and third-ranked of each gender.

Three (3) sets of twenty (20) medals, one in gold, one in silver and one in bronze shall be prepared by the Host Federation for the national teams having the first to the third places of the EHF Beach Handball EURO. Besides the medals for the places first to third, commemorative medals for all participants (including EHF Officials and staff) of the EHF Beach Handball EURO shall be prepared by the Host Federation.

All medals must have a premium appearance and be made of a material that has a good visual/tactile impact. The medal necklace must also be premium and branded with the logo of the event and/or the host federation. The medals design needs to be approved by EHF at least three months before the start of the competition.

The provision of the winner's plate is within the responsibility of the EHF and the Host Federation shall have it prepared for the ceremony.

The aforementioned medals, awards and winner's plate shall be distributed by the EHF and the Host Federation after the final match of the EHF Beach Handball EURO during the medal ceremony according to the programme, concept, conditions and/or requirements agreed on by the Parties for the closing ceremony.

Additionally, prizes as well as presents (optional) for each of the five (5) players of the All-star-Team per gender including the most valuable player (MVP), the best defensive player, best goalkeeper, the top scorer and the fair play team shall be prepared by the Host Federation and shall be distributed during the awarding ceremony. All prizes must have a premium appearance and be made of a material that has a good visual/tactile impact. The prizes design needs to be approved by EHF at least one month before the start of the competition.

One complete set of medals (gold, silver, bronze and commemorative) and one All-Star Team Prize shall be provided to the EHF by the Host Federation after the end of the Event.

16.6. ALL-STAR TEAM

The composition of the All-star Team will be defined by EHF and the statistics and will be announced in the course of the medal ceremony.

16.7. HONOURING CEREMONIES, FINAL BANQUET AND PLAYERS' PARTY

An honouring ceremony for the OC shall take place on the last day of the Event. The EHF will hand over the "Thank you" trophy to the chairman/president of the Organising Committee.

A players' party is optional and can take place on the final day in a selected club and starts around 22:00 pm. In case EHF officials and Host Federation representatives shall be invited to this activity, the Host Federation is only responsible for the organisation of the location and the transfer, if needed. All consumptions shall be paid by the participants.

17. ADDITIONAL ACTIVITIES, SIDE EVENTS AND MEETINGS

The following activities, side events and meetings shall take place prior and/or during the Event in addition to the EHF Beach Handball EURO. They shall be organised and conducted by the Host Federation under the supervision of and in cooperation with the EHF. A correct appearance and presence of the event corporate identity shall be guaranteed.

17.1. EHF BEACH HANDBALL EURO FINAL TOURNAMENT DRAW

The date for the draw regarding the groups of the EHF Beach Handball EURO shall be agreed by the parties accordingly. A detailed concept and run down shall be defined in cooperation with the EHF. The draw might take place at the venue or in the EHF Office in Vienna.

17.2. PROMOTIONAL EVENTS

Promotional events shall be put in place when possible with national and international tourist agencies. A detailed concept shall be provided by the Host Federation accordingly. A promotion concept including promotional events shall constitute an integrated part of the bid documents provided by the National Federations.

17.3. OFFICIALS' CONFERENCE

The EHF Beach Handball EURO Officials' Conference shall take place two (2) days prior to the throw off of the event, and in the EHF Officials' hotel. The Host Federation is responsible to provide the meeting room for the conference as listed in the chapters before.

17.4. EDUCATIONS COURSES

The EHF might organise education courses for coaches' or other seminars during the EHF BH EURO. This request will be forwarded to the Host Federation in due time and six months before the Event at the latest.

18. EHF EURO MEDIA

18.1. ORGANISATION

18.1.1. OC MEDIA TEAM

A media manager must be nominated by the OC, who will be the main point of contact for the EHF and its media partners in all media management and communications matters before/during of the championship.

The OC media manager must be a communications professional with experience of working on major international sports events. The OC media manager is responsible for ensuring that the EHF and its media partners is kept completely up to date with the latest news, stories and promotional events before and during the final tournament. During the event, the OC media manager must be dedicated to this role and free of all other tasks.

18.1.2. EHF MEDIA MANAGEMENT TEAM

The EHF's media management team is responsible for overseeing the media management of the event, working in close cooperation with the OC and EHF's media and marketing Operations team.

The EHF media management team consists of EHF media manager, EHF production project manager and EHF broadcast services manager.

The EHF media manager will be the first point of contact for the OC both before and during the event. The EHF media manager is responsible for overseeing all media matters, the EHF production project manager is responsible for organising TV production and liaising with the technical supplier for TV production as well as with EHF's media and marketing partner for coordinating the needs of broadcast partners.

The EHF can nominate EHF broadcast services manager whose role it will be to oversee the TV operations during the event. EHF broadcast services manager works closely with EHF media operations manager, oversees the correct handling of the post-match media rundown including the coordination of the flash interviews. EHF broadcast services manager is also liaising with the technical supplier and assists the EHF production project manager.

When it comes to media accreditation issues, it shall be mentioned that a final decision whether media accreditations are granted (including 'last-minute' requests) rests solely with the EHF.

18.1.3. EHF ONLINE TEAM

The EHF's online team will include at least: a journalist, social media manager, photo team (photo editor and up to three photographers); mobile reporter(s), TV commentator(s) and video crew. The team will also be supported by off-site video editors.

18.1.4. MEDIA AND MARKETING PARTNER

The EHF Media and Marketing Partner works closely together with the EHF media operations manager and broadcast partners to ensure the correct implementation of marketing, TV and radio rights across EHF Beach Handball EURO events. All accreditation requests from TV and Radio Rights Holders are handled by the EHF Media and Marketing Partner.

18.2. COMMUNICATIONS

18.2.1. OFFICIAL WEBSITE

The official website of the EHF Beach Handball EURO events is provided by the EHF. The website is operated by the EHF in English and, where agreed, the language of the host nation(s) or any other language and is the only official website of the event. The website offers a one-stop shop for all information relating to the EHF Beach Handball EURO and is aimed primarily at handball fans. The official website and its main URL (i.e. eurohandball.com) is the only domain that may be promoted in connection with the EHF Beach Handball EURO. Overall management of the official website, including editorial control, copyright etc. is the responsibility of the EHF. The OC must provide regular content, stories and assist wherever possible to keep the official website updated with the latest news and information from the championship.

The OC may create a webpage to promote the event, ticket sales etc. on the local market but must not create a separate EHF Beach Handball EURO website. Furthermore, this page must not present any sponsors other than the official tournament sponsors and EHF partners. All content planning for the sub-page must be approved by the EHF prior to publication.

18.2.2. SOCIAL MEDIA & FAN ENGAGEMENT

The EHF is responsible for all official social media sites or fan pages relating to the EHF Beach Handball EURO events, including, but not limited to: Facebook (facebook.com/homeofhandball), Twitter (twitter.com/homeofhandball), Instagram (instagram/ehfbeachhandball), Tiktok (@homeofhandball) and YouTube (youtube.com/thehomeofhandball). The EHF may add additional channels at any time.

The EHF will develop a concept together with the OCs and EHF's media partners to promote and communicate the event through a variety of social media channels. The OC must actively provide content, ideas and stories for social media channels. The OC must use the hosting federation's own social media channels to actively promote the EHF EURO event in the hosting nation but may not create new EHF Beach Handball EURO-related social media channels.

The EHF is in charge of all activities related to fan engagement and gamification. Should the hosting federation wish to implement additional activation and/or gamification tools, the agreement must be reached with the EHF and its media partners prior to launch.

18.3. MEDIA SERVICES

18.3.1. MEDIA ACCREDITATION

The EHF will provide an online accreditation system through which media representatives are required to apply for an accreditation. Email requests will not be processed.

WRITTEN MEDIA AND PHOTOGRAPHERS' REQUESTS: The EHF operates a strict accreditation policy. A media accreditation is only available to professional media representatives working at the event for a recognised media outlet. A valid press card and/or AIPS Card may be required. Media representatives, and in particular freelancers, may also be asked to provide additional evidence of their work and previous coverage of handball events. The EHF is responsible for evaluating all requests, it will consult with the OC for local media.

TV AND RADIO REQUESTS: The EHF together with its Media and Marketing Partner evaluate all accreditation requests from TV and radio representatives. Before making an accreditation request, an agreement concerning the relevant media rights must be reached well in advance of the deadline for media accreditation applications. Media representatives are required to agree to a complete list of 'terms and conditions' on applying for an accreditation.

The OC must also provide support where necessary with booking hotels, travel and tourist information and assistance with visa requirements.

18.4. MEDIA FACILITIES

18.4.1. MEDIA WORKING AREA

Media working area needs to be provided in the vicinity of the courts. All accredited media representatives need to have access to the media working area.

Media working areas would preferably be a closed space (e.g. container, a room in the building close by) with air conditioning. Media working area needs to be equipped with tables, chairs and internet connection (wireless and cabled). Size of the media working area will depend on the number of accredited media representatives.

Notice board with necessary links to the official website, results, statistics, wi-fi code etc. must be available in the media working area. Match reports & statistics should be available in printed form upon request.

18.4.2. MEDIA SEATING

Media seating on the tribune behind the officials table are not foreseen but EHF reserves the right to request media seats from the OC. In case commentary positions and media representatives are required, media seating must be built with tables, chairs, power and internet connection.

18.4.3. PHOTOGRAPHERS POSITIONS

Photographer areas must be clearly marked left and right from the goal. A suitable area in the spectator area must also be created from where the photographers may work without disturbing spectators and HB cameras and personnel.

18.4.4. INTERNET

Cabled and wi-fi internet must be offered free-of-charge to all media representatives working at the event. The standard required for the media areas is a minimum 200 Mbit/s symmetrically with bandwidth management.

Additional internet requirements for broadcasters and media operations might be necessary.

18.5. MEDIA OPERATIONS

18.5.1. DISTRIBUTION OF MEDIA BIBS

EHF Media will send media bibs from the EHF Office to the venue in sufficient quantity. The EHF media manager or EHF media operations manager will locate the bibs and distribute them accordingly.

The OC, together with the EHF media manager, is responsible for handing out the blue photographers' bib via the media centre upon arrival. A deposit system must be implemented. The EHF media manager is responsible for handing out EHF white bibs as well as the purple team bibs.

The OC is also responsible for collecting the bibs when the individual media representatives leave the event. These must be returned to the EHF at the end of the event.

Host broadcaster (black) and rights holders' bibs (green) will be distributed by EHF media operations manager or TV operations manager.

EHF EURO BIB SYSTEM OVERVIEW



18.5.2. FLASH INTERVIEWS

Flash interview takes place on the court immediately after the match. Flash interview is a part of the world feed and needs to be conducted in English (in front of a media/partner backdrop). The EHF will select matches after which the flash interviews will be conducted. In case flash position is booked by the broadcast partner, world feed interview has the priority. A plexiglass sponsor backdrop needs to be placed for such interviews, this must be produced by the Host Federation, if requested.

18.5.3. MIXED ZONE

A mixed zone for accredited media representatives and players must be provided close to the playing area. Ideally, mixed zone is close to all playing courts. A partner backdrop needs to be placed in the mixed zone. Size of the mixed zone and the number of partner backdrops will be communicated to the OC after the closing of media accreditation process.

18.5.4. OC RATE CARD

The OCs are asked to produce a rate card which will feature all extra services they are offering to the broadcast partners.

The OC rate card includes the costs for an additional power supply, dedicated internet access, office container etc. Also, catering would be relevant.

The standard rate card should be presented to the EHF and the EHF Media and Marketing Partner for prior approval, at least three (3) months prior to the event. EHF's media and marketing partner will directly distribute the OC rate card to all broadcast partners.

The OC needs to provide one person who is handling the coordination of the bookings and follow-up questions that will arise. This person needs to have media operations knowledge and collect all bookings from the broadcast partners, ensure proper delivery on-site.

19. TELEVISION, RADIO, VIDEO AND ADVERTISING RIGHTS

19.1. EHF/EHF MARKETING PARTNER EXCLUSIVE RIGHTS

All marketing rights (including digital and on-site inventory) for the EHF Beach Handball EURO events are retained by the EHF on an exclusive basis.

50% of the on-site marketing rights and inventory across all courts at the senior EHF Beach Handball EURO has been granted to the EHF Media and Marketing Partner, for the EHF Beach Handball EURO events 2021 – 2029.

Should no official partners/presenting partner be found until 3 months before the event, the EHF Media and Marketing Partner will release these rights to EHF (full production and implementation cost on OC/EHF side).

The EHF undertakes to work with the EHF Media and Marketing Partner and the Organising Committee to develop an overall marketing and sponsorship concept that will allow partners, suppliers and sponsors maximum exposure, promotional and activation opportunities to ensure the success of the event. The sponsorship concept and advertising set-up will be developed in the scope of the first workshop.

Exclusivity for EHF partners and suppliers as well as official partners from the EHF Media and Marketing Partner must be guaranteed. All companies acquired by the Organising Committee (national sponsors) need approval from the EHF Media and Marketing Partner as well as EHF.

For the YAC Event the marketing rights are transferred to the Host Federation under the following conditions:

- The EHF has the right to display, free of charge, three (3) banners of advertising with a maximum length of 3 m (three metres) and a maximum height of 1 m (one metre) in the the middle of the first-row advertisement board on the long side (in the TV range) on all courts during all matches of the event (or 5 minutes on LED boards).
- Exclusivity for the sectors of the EHF partners, incl: beach handball balls, lines systems, goals and the sports clothing/equipment sector is guaranteed by the Host Federation.

19.2. GUARANTEES BY THE HOST FEDERATION

The Organising Committee undertakes to provide:

- LED advertising system for the central court on the long- and short sides (opposite main camera)
- Static boards (long side and short sides) for all courts where no LED system is implemented
- 2nd row advertising positions (where available e.g. central court)
- Media backdrops for flash and mixed zone

- If implemented, a reasonable number of VIP/hospitality tickets for EHF and Official Partners

19.3. ADVERTISING RIGHTS

The playing venue and related areas shall be made available to the EHF, and the EHF's media and marketing partner without any advertising (clean venue concept).

The Host Federation may only under exceptional circumstances derogate from the aforementioned obligation upon express consent of the EHF.

Examples of the EHF's marketing inventory at the EHF Beach Handball EURO include, but are not limited to the following:

- Use of event logo/composite logo
- LED and static advertising boards
- 2nd tier advertising positions (where available e.g. central court)
- Logo integration (interview backdrops, posters, promotional items, lanyards, website)
- Referee advertising
- Volunteer clothing advertising
- On-site promotional stands incl. product sampling
- Coolers/fridges on-court
- Water bottles
- All-star team voting and presentation
- All-star games (TBC)
- Branded digital audio-visual content
- Online advertising (website, OTT channels)
- Marketing campaigns across owned and operated media
- Money-can't-buy opportunities: behind-the-scenes tours, fan sofa, meet & greet, sponsor game
- Travel packages

19.4. AUDIO-VISUAL RIGHTS SENIOR EHF BEACH HANDBALL EURO

All audio-visual rights for the senior EHF Beach Handball EURO are retained by the EHF on an exclusive basis.

These rights have been granted to the EHF Media and Marketing Partner.

The following non-exclusive audio-visual rights are reserved for the event organiser and participating teams: maximum of ninety (90) seconds of content per match on owned channels (e.g. national federation website) and operated channels (e.g. national federation's social media) of the organiser and of the respective national team participating in the relevant match, in each case not before the end of the relevant match.

The EHF Media and Marketing Partner is responsible for the marketing and selling of audio-visual media rights for the EHF Beach Handball EURO.

Live streaming of all matches will be provided via the EHF's own OTT platform, EHFTV.com, subject to relevant geo-blocking requirements.

19.1. AUDIO–VISUAL RIGHTS YAC EHF BEACH HANDBALL EURO

The EHF retains the exclusive rights to the YAC EHF Beach Handball EURO. Based on an agreement with the Host Federation, the rights for the home market may be granted to the OC with international rights retained by the EHF. All matches will be live streamed on the EHF's own OTT platform, with the required geo-blocking.

19.2. BROADCAST REQUIREMENTS SENIOR EHF BEACH HANDBALL EURO

The world feed TV signal will be produced by a technical supplier appointed by the EHF, in consultation with the Host Federation; the costs for the live TV production and creation of related audio-visual content will be borne by the EHF, and the EHF will act as host broadcaster.

Pre-event, the technical supplier shall join the EHF for the scheduled site visits to get familiar with the venue and to be part of the relevant TV position decisions. The technical supplier shall be known at least six (6) months prior to the event.

19.2.1. BASIC PRODUCTION REQUIREMENTS FOR THE LIVE TV WORLD FEED SIGNAL AT THE EHF BEACH HANDBALL EURO EVENTS

- The production and provision of the live TV world feed signal shall be of all played matches in their entirety from each playing court
- The live TV world feed signal shall include English graphics with statistics, and a replay wipe to isolate the slow-motion sequences from the actual live feed
- The live TV world feed signal shall be produced as a 'dirty feed' with match graphics in English language, but free of any commercial branding or logo. In addition, a 'clean feed', free of any graphics, but with replay wipe shall also be made available at the OB truck
- The live TV world feed signal shall be produced in 1080i50/60
- The delivered audio (IS – International Sound) shall be a 5.1 surround sound production with at least four (4) audio channels (international sound left and right, 2x commentary)
- English commentary for the world feed can be provided for selected matches
- The technical supplier is requested to do a full technical test and test rundown during a test match, normally scheduled the day before the first match
- The technical supplier shall record each match as a master copy and upload directly to the EHF Family video platform as well as save it on an external hard drive provided by the EHF for archive purposes
- The technical supplier shall provide the following plans for each playing court prior to each event:
 - Camera & microphone plans

- Broadcast compound plans/layout
- Cableways with distances of distances to TV compound
- Advisory role for installation on TV lighting – eventual flood lights and lights for post-match interviews

19.2.2. MINIMUM PRODUCTION STANDARDS

The following minimum broadcast standards for the production of the world feed and for streaming purposes have been defined by the EHF and are provided as a guide only. The final standards and technical requirements will be defined by the EHF together with its technical provider ahead of the event.

HD TV (STANDARD C)

- Quality: min. Full HD
- Camera Setup: 6 Cameras (1x main camera, 1x close-up, 2x hand-held cameras, 1x behind the goal, 1x beauty shot)
- Audio Configuration: 4 microphones on the court and 1 time-out microphone
- Audio Channels: 1: int. stereo left, int. stereo right, home comments, visiting comments
- Graphics: Official EHF package, integration of official statistics
- Uplink Service: Eutelsat certified DSNG, DSNG 2+2 Redundant, BISS-1 Encryption, DVB-S2 technology

HD STREAMING (STANDARD D)

- Quality: HD stream
- Camera Setup: 3 Cameras (1x main camera, 1x close-up, 1x hand-held camera)
- Audio Configuration: 2 isolated audio channels (International signal, comments)
- Graphics: Official EHF package, running time and score
- Uplink Service: High-speed internet (bit rates to be defined)

19.2.3. HOST FEDERATION RESPONSIBILITIES

Additional costs resulting from the production of the world feed TV signal are the responsibility of the Host Federation and must be provided free of charge. These costs include:

- Power and cabling for all HB positions, commentary and media positions
- Provision of back-up power for the host broadcaster production requirements
- Provision of commentary positions in the media stand (incl. chairs, desks etc.)
- Construction of camera towers/platforms on all courts with adequate sun/rain protection
- Office and secure storage space incl. 24/7 security
- High-speed internet for host broadcaster and EHF providers/suppliers

- Lighting for post-match interviews, if required
- TV screens for world feed distribution in event areas (e.g. VIP areas), incl. cabling if required
- Free of charge catering for host broadcaster staff

The Host Federation is also required to assist broadcasters with frequency clearance where necessary.

Any costs which arise for the unilateral production of individual broadcasters (i.e. additional requests from rights holders) are the responsibility of the single broadcasters. Cost estimation is required at least six weeks before the start of the event from the Host Federation.

19.2.3.1. POWER AND LIGHTING

All power for the technical supplier should be provided by the OC, uninterrupted and on a different phase from the rest of the stadium power. The OC needs to provide domestic power (220V) and 3 Phase power, high voltage 16A/32A/63A/125A (depending on requested needs).

There should be 'back up' power available for the Host Broadcast production facilities, which will automatically activate in the event that the "main" power should fail. This should be synchronous, and not in any way disrupt the production signal.

The Host Broadcaster should consult the LOC and the Host NF to guarantee the proper orientation of the court, taking into consideration the position of the sun in relation with the main cameras. The following principles should be observed:

- The main camera must not face the sun
- Shadows on court must be monitored during the entire day in order not to affect the broadcast as well as the production quality

If play is to take place at night, the stadium should be lit to an acceptable broadcast standard, without any shadows or patches across the playing area.

As a rule, the average illumination in the vertical plane should be 2500 LUX across the playing surface and immediate surrounds, with the crowd areas lit to approximately 1000 LUX.

19.1. BROADCAST REQUIREMENTS YAC EHF BEACH HANDBALL EURO

The Host Federation is responsible for the production of a live stream and all related costs from all matches and all courts of the YAC EHF Beach Handball EURO. The streaming signal must be made available free of charge to the EHF for streaming on the federation's OTT platform, EHFTV.com. The live streaming signal shall be provided in HD quality with a minimum of two cameras on the central court and at least one camera on all additional courts.

19.2. ADVERTISEMENTS SET UP/MAINTENANCE

The EHF Media and Marketing Partner is responsible for the production, installation, logistics and activation costs for any sponsorship packages sold to sponsors as part of their granted rights. The Host Federation shall, upon request, provide the necessary staff to help the EHF, and the EHF Media and Marketing Partner to set up and maintain the advertisements in the venue. Details regarding required personnel and support will be communicated four weeks prior to the commencement of the Event at the latest.

19.3. ADVERTISEMENTS VISIBILITY

The Host Federation shall make sure that all advertising panels located within the courts covered by the TV cameras are visible and are not obstructed in any way by persons or objects.

For advertising which is owned by the EHF according to the respective regulations, the EHF is entitled to freely define the advertisements used on such means.

19.4. RESTRICTIONS

The Host Federation agrees that no other advertisements except those agreed and/or provided by the EHF, and/or the EHF marketing partner shall be displayed in the playing venue and the related areas.

19.5. NATIONAL LAW RESTRICTIONS

Information on possible advertising and/or public law restrictions shall be provided as an integrated part of the bid documents and the related public documents shall be included. The final decision regarding the use of any such advertising remains with the EHF. Any restrictions concerning the betting industry shall be subject to a separate analysis by the EHF and their respective partners.

Should the Host Federation fail to inform the EHF accordingly and in the agreed timelines, the Host Federation undertakes to indemnify the EHF and the EHF Media and Marketing Partners against any losses, damages, costs and expenses the EHF or the EHF Media and Marketing Partners may suffer as a result of a violation of any national advertising restrictions and/or restrictions of public law during the Event.

19.6. PRINTED MATTERS

The Host Federation acknowledges the right of the EHF and of the respective partner(s) to use all printed material (e.g. copies, letter paper, information folders, press info, brochures,

poster, bulletins, programmes, tickets, accreditations, etc.) related to the respective event for their own advertisement and for the advertisement of their TV, advertising and other sponsors/partners.

The Host Federation is responsible for the insertion of the logos of the EHF, of the EHF marketing partner and of their respective sponsors/partners in all printed matters related to the event in accordance with the EHF guidelines.

All printed materials related to the event shall be provided to the EHF for prior approval before publication and distribution. The EHF may refuse the publication and/or distribution of any printed material, if it does not comply with the advertising rights of the EHF, the EHF Marketing Partners and of their sponsors/partners.

19.7. ADVERTISING STANDS – PROMOTION/EHF PARTNERS

Upon request, the Host Federation shall provide the EHF, EHF partners and partners of the EHF Media and Marketing Partner with requested space at easily accessible spots in the playing venue related areas as well as in the fan area for the set-up of advertising stands.

The deadline for Official Partners & EHF Partners to request such service to the Host Federation shall be agreed at the first workshop. Further details will be coordinated between the Parties and the respective EHF Partner.

In any case, it is hereby agreed by the Host Federation that the Official Partners & EHF Partners shall be allowed to distribute advertisements and promotional material in the venue during the Event.

19.8. MERCHANDISING ARTICLES

The EHF retains all rights for sports clothing and equipment merchandising at its events including the EHF Beach Handball EURO. If a potential for event merchandising is identified, the EHF will work together with its official sports supplier to develop a beach handball and EHF Beach Handball EURO range for on-site and online sales. A merchandising concept will be discussed with the Organising Committee at the first workshop.

20. SAFETY AND SECURITY MEASURES

20.1. GENERAL REQUIREMENTS

A safety and security concept including all adequate safety and security measures for the Event shall be developed by the Host Federation together with the competent national authorities.

The Host Federation shall inform the EHF about the safety and security concept as well as about the specific safety and security measures that have been developed and prepared within the deadline set by the EHF.

It is hereby agreed by the Parties that the security measures to be implemented shall include (without limitation) the mandatory presence and availability of an ambulance with the required qualified personnel (including a rescue team and emergency doctor) at the venue during all matches.

20.2. DETAILED CONCEPT

The Parties undertake to discuss the proposed concept and measures as well as potential additional necessary and/or adequate safety and security measures for the Event to find a common agreement in this matter.

The Host Federation shall be responsible for the implementation of the Event security and safety concept and measures in the playing venue during the entire Event.

The Host Federation confirm that all adequate and necessary personnel and equipment to implement any and all safety and security measures will be available prior to and during the Event.

National regulations must be taken into consideration.

21. FINANCES

21.1. EVENT BUDGET

The Host Federation shall present a detailed event budget as an integrated part of the bid documents.

21.2. DAILY RATES PAYABLE BY THE PARTICIPATING NATIONS

The daily rate per person for a maximum of 20 delegation members shall be announced in the application accordingly as a basis for the allocation procedure.

The cost of accommodation, meals, transport, etc. during the Event shall be borne by the organiser.

21.3. COSTS OF EHF OFFICIALS

Travel expenses, visa costs, local costs (e.g. accommodation, meals and transport), match day compensation for referees and delegates and daily allowances incurred for a total of a maximum of 40 (forty) EHF Officials prior and during the Event, including preparatory and accompanying activities, shall be borne by the organiser.

21.4. PUBLIC CHARGE

Any taxes, customs fees, payments and charges to which the Host Federation is subject within the course of the entire organisation of the Event in accordance with all applicable financial or fiscal regulations, any laws or any customs obligations applicable shall be paid by the Host Federation. All services and responsibilities defined in the bid manual are within the cost responsibility of the OC except explicitly otherwise provided.

21.5. EVENT PREPARATION, ORGANISATION, CONDUCT COSTS AND EXPENSES

The costs of the required details and actions relating to the Event, including application costs, inspections, event set-up, accommodation, board, local transport, rooms, official activities and ceremonies, invitations and banquet, manpower and accreditations etc. shall be borne by the Host Federation, unless expressly otherwise provided herein.

22. THIRD-PARTY/EVENT LIABILITY INSURANCE

22.1. BASIC REQUIREMENT

The Host Federation shall conclude an adequate event/third-party liability insurance agreement for the duration of the Event covering all activities and venue(s) of the event.

22.2. TIMELINE

The event/third-party liability insurance shall be concluded for the period starting at least two (2) weeks prior to the event and ending one (1) week after the event. A copy of all relevant documents shall be made available to the EHF. The presentation of the liability insurance policy is a precondition for the receipt of any payments.

23. INTELLECTUAL PROPERTY RIGHTS

23.1. OWNERSHIP RIGHTS

All intellectual property rights in respect of the EHF trademarks and of the EHF Partners' trademarks shall remain the property of the EHF, and of the EHF Partners.

23.2. INDEMNIFICATION

The Host Federation undertakes to indemnify and hold the EHF, and/or the EHF Partners, harmless from and against all costs and expenses (including, without limitation, legal costs, fees and expenses) actions, proceedings, claims and demands and damages concerning any claim or complaint by a third party (including EHF Partners) arising from Host Federations' use of the EHF and/or EHF Partners' Trademarks.

24. SHORTCOMINGS AND PENALTIES

24.1. PRINCIPLE

The Host Federation shall carry out all organisational measures and activities defined in the bid code and in all other applicable documents in compliance with the predefined timelines.

24.2. SHORTCOMINGS AND NON-FULFILMENTS

Organisational and/or administrative shortcomings regarding the preparation and carrying out of the event within the framework of the preparation and/or staging of the event will lead to replacement measures of the EHF on the Host Federation costs and/or to the reduction of contractual payments. In addition, sanctions may be imposed by the EHF legal bodies including administrative bodies.

24.2.1 SEVERE SHORTCOMINGS

Organisational and/or administrative shortcomings regarding the preparation and carrying out of the event within the framework of the preparation and/or staging of the event will lead to replacement measures of the EHF on the organiser's costs. Besides, sanctions may be imposed.

24.2.2 WITHDRAWAL

In case of withdrawal from the organisation of the event after awarding by the EHF Executive Committee, the withdrawing Host Federation shall pay a lump-sum payment of EUR 50.000 (fifty thousand Euros). Besides, any costs (including third party damages and regress claims) arising from the withdrawal and/or replacement organisation shall be reimbursed by the withdrawing Host Federation.

25. BIDDING PROCEDURE

25.1. PROCEDURE

This completes the event requirements and the content part of the document.

The last chapter in this document is designed as an overview on which documents will be provided to the interested federations and how the EHF is expecting to receive your bid.

As a first step, the EHF invites all National Federations to submit a letter of intent to host the EHF Beach Handball EURO 2025. The letter of intent shall be received by the EHF until **12 April 2024** at the latest.

The next weeks shall be used to clarify all further details concerning the requirements and the bid documents between the interested NFs and the EHF Office.

The final confirmation of the bid and the bid documents need to be submitted until **20 May 2024** at the latest.

25.2. TIMELINE OF THE AWARDING PROCEDURE

11 March 2024	Invitation to National Federations to apply for the hosting of the EHF Beach Handball EURO 2025
12 April 2024	Deadline for submitting the letter of intent
20 May 2024	Deadline for submitting the application form and the bid documents
June 2024	Awarding by EHF EXEC
July 2024	First workshop (online)
November 2024	Site inspection (TBD)
February 2025	Second workshop

25.3. OVERVIEW OF ENCLOSURES AND SET UP OF BID DOCUMENTS

The following documents listed below are included in the BID PACK and create an integrated part of the bid documents and are relevant for the content of the bid respectively in a further step for the application:

- I. Bid Code: Basic requirements and conditions for a valid bid for the EHF BH EURO 2025
- II. Enclosure 1: Application form
- III. Enclosure 2: Preview budget template

The EHF looks forward to receiving your bid and even more to a unique and memorable EHF Beach Handball EURO Event in your country in 2025.

Vienna, 11 March 2024