



In Association with World Athletics

APPENDIX 4

PROPOSED BUDGET (Please show all amounts in Euros))

All bids should include a proposed balanced budget consisting of items of income and expenses. While each bidder will have unique items of income and expenses, the following should be considered when producing a proposed budget.

INCOME

Entry Fees (registration/events/accompanying persons)
Public Contributions (government support)
Sponsorships (corporate or private donors)
Sales(merchandise/concessions-food)
Athletes Services (fees for LOC provided physiotherapy, award certificates, etc.)
Tax Refunds/Rebates
Miscellaneous Income
Return of Performance Bond
TOTAL INCOME

EXPENSES

Sanction Fees
Performance Bond
WMA Visits (transportation/accommodation/meals)
 Site Evaluation Visit
 Site Inspection Visit
 Technical Preparation Visit
Event Management
LOC (salary of employees)
General Administration (phone and internet/office equipment/office supplies)
Insurance (event liability insurance/general liability insurance)
Competition/Organization
Venues (permits/security/cleaning personnel)
Ceremonies (opening/closing/medal)
Meetings (rooms/tables/chairs/printers/wi-fi/refreshments)
General Assembly (room/tables/chairs/audiovisual/translation booths/refreshments)
Competition Equipment
 Implements (See Appendix 6)
 Radios

- Rakes, measuring tapes, etc.
- Tents (for heat or rain)
- Non-Competition Equipment
 - Tables and Chairs
 - Medals
 - Cardstock for certificates
 - Special item for gold medalists (optional)
 - Country flags for opening ceremony
 - Country banners/placards for opening ceremony
 - Audio/Visual equipment for opening and closing ceremony
 - Award podiums for medal ceremonies
 - Audio/Visual equipment to play national anthems and display country flags for medal ceremonies
- Promotion (travel/print advertising)
- Accommodation
 - WMA (Council/Management Team) – maximum 18 days
 - Officials (IVOS/Local – if needed) – maximum 14 days
 - Anti-Doping (Test team/chaperones- if needed) – maximum 6 days
- Meals
 - WMA (Council/Management Team – 2 per day: breakfast and lunch during competition)
 - Officials (IVOS/Local – working meals)
 - Volunteers (working meals)
 - Anti-Doping (Test team – working meals)
- Medical (personnel/ambulance/physio tables/supplies)
- Transportation
 - WMA (Council/Management Team)
 - Officials (to and from venues)
 - Anti-Doping (Test team/chaperones – if needed)
- Accreditation (accreditation cards/bibs/pins/manila envelopes/lanyards)
- Uniforms
 - Officials (2-3 color coded polo shirts with logo/caps/waterproof jackets)
 - Volunteers (t-shirts with logo)
- Media (livestreaming)
- Publications(production/printing)
- Website (construction/maintenance)
- Other
- TOTAL EXPENSES
- EXCESS/(SHORTFALL)