



REQUIREMENTS TO HOST ANY WGI REGIONAL EVENT

VENUE REQUIREMENTS

- Availability
 - Saturday: 7 AM - Midnight
 - Two Day Event Sunday: 7 AM - Midnight
- Minimum 16 rows of spectator seating
- Unobstructed Competition Area minimum 70' x 100'
- Black tarp or floor covering
- Power available at the front and back sidelines of the competition area
- Doorways - Removable center bars or Double Doors
- Hallways/Foyers/Rooms for storage of equipment/floors/props
- Rooms for judges, staff, tabulator
- Adequate parking for buses/trucks/vans/spectators

Warm Up Areas

Color Guard

- Body Warm Up
 - Unobstructed 25ft x 25ft open space
- Equipment Warm Up
 - Unobstructed 45ft x 70ft open space and minimum ceiling height 25 ft

Percussion & Winds

Two adequate indoor warm up areas **OR** an adequate outdoor warm-up area with inclement weather indoor warm up areas

POTENTIAL PROFIT

- Ticket Sales (*ticket prices are set by the Event Partner and approved by WGI; Event Partner keeps all ticket sales*)
- Concessions and other food sales
- Expo/Vendor Space
- PepWear Merchandise Consignment (*if applicable*)
- Practice Space
- Program Sales
- Program Ad Sales
- 50/50 Raffle (*if permitted in your venue*)
- Donations

EXPENSES

Pre-Event Expenses

- Hotel for Judges, Contest Administrator(s), Tabulator, Announcer (*if not local*), WGI Administrator & Overview Commentator (*if necessary, to be reimbursement*)
- Food for judges/staff/personnel
- Security (dependent upon your venue requirements)
- Insurance

Post Event Expenses

- WGI Administration Fee
- Judges, Tabulator(s), Announcer, and Sound (*Color Guard only*) Fees
 - Judges/Tabulators invoiced to Event Partner on final invoice / Announcer/Sound paid on site
- Facility Rental/Custodial
- On site medical personnel (*can be booster parent who is nurse/EMT*)

If you are interested in hosting a WGI Event, please complete the [WGI Regional Proposal Form](#).

If you have questions about hosting, please email Lyera@wgi.org.