



## PREFACE

The European Rotaract Information Centre (E.R.I.C.) is a Multi-District Information Organisation (MDIO) serving Rotaractors all over Europe. In this capacity, E.R.I.C. will accept bids for the right to host EUCO and REM conferences.

EUCO/REM conferences are organised by Host Organising Committee on behalf of E.R.I.C.

The HOC shall be responsible to the E.R.I.C., which will approve and direct its actions as necessary. Host Organising Committees (HOC's) should contact E.R.I.C. for information on how to prepare the event.

E.R.I.C. has prepared this Bid Application document as well as accompanying Bid Questionnaire to be used in applying to host one of the events named above. E.R.I.C. will use the completed documents to determine if the bidder is eligible for the next step in the process.

Interested parties should submit the Bid documents to:

The Executive Board of the European Rotaract Information Centre ([board@rotaracteurope.eu](mailto:board@rotaracteurope.eu)), in particular to the Secretary of the Board ([secretary@rotaracteurope.eu](mailto:secretary@rotaracteurope.eu)).

## BID APPLICATION

We, \_\_\_\_\_ submit this bid to stage the following event:  
(Name of HOC submitting the Bid)

NAME OF EVENT: \_\_\_\_\_

PROPOSED CITY: \_\_\_\_\_

PROPOSED DATES: \_\_\_\_\_ ALTERNATE DATES: \_\_\_\_\_

HEAD OF HOST ORGANISING COMMITTEE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**If the bid is successful, the Host Organizing Committee (HOC) further undertakes to:**

- Acknowledge that details of the event presented in the Bid Questionnaire and candidature presentation on the E.R.I.C. meeting and voted by Country Representatives are binding and can only be changed in special circumstances after the approval of the E.R.I.C. Board.
- Enter into a contact with E.R.I.C. for receiving and accepting detailed requirements of the event.
- Maintain a constant and efficient contact with E.R.I.C. throughout the whole preparation of the event and during the event itself.
- Comply with the Rotary Internal Policy as well as internal regulations of E.R.I.C. (by-laws).

**E.R.I.C. COUNTRY REPRESENTATIVE:**

\_\_\_\_\_  
(Name of authorised signature)

\_\_\_\_\_  
(Date and signature)

**HEAD OF LOCAL ORGANISING COMMITTEE** (if other than above):

\_\_\_\_\_  
(Name of authorised signature)

\_\_\_\_\_  
(Position and RTC name)

\_\_\_\_\_  
(Date and signature)