



Championship/Festival Application Checklist

Completed

- ☐ Visit OFSAA website and view available events on the “3 Year calendar”.
- ☐ Review the “3 Year Calendar Policy” and “Championship Bid Process” documents on the OFSAA Website.
- ☐ Review the “Convenor Manual” for required logistics when hosting an OFSAA event.
- ☐ Discuss with administration and staff to gain support to host event.
- ☐ Contact your OFSAA Association Representative to discuss your intention to host. This individual must also sign the application form.
- ☐ Review the “Application Form”.
- ☐ Read the playing regulations for the sport and review the current structure of the event: <https://www.ofsaa.on.ca/resources/playing-regulations>
- ☐ Contact needed athletic, banquet and accommodation facilities for availability of dates defined in the OFSAA By-laws.
- ☐ Complete the “Application Form” with all appropriate signatures, scan and send via email to OFSAA.

Questions? Contact Erik Espinola (erik@ofsaa.on.ca)