



HOSTING GUIDE (RFP) CONTINENTAL CHOIR GAMES

THE WORLD ON ONE STAGE

For many years now, these unique major international events have had a lasting impact on the choral world and their host cities: Continental Choir Games, Grand Prix of Nations & World Choir Championships.

The talent of the singers is extraordinary and versatile. These choirs put countless hours into rehearsals. Then, in front of thousands of eyes and ears and before an expert jury, they are at their absolute best. These choirs have practiced for years for this one magical moment, to compete with like-minded people from all over the world.

The host city is the very special lead player in this euphoria! Countless nations fill the streets with their singing and joy, enchanting residents in a fairytale intercultural exchange.

Along with the choir competitions for singers from the regions (Europe, Asia & Pacific, Africa, America), a Grand Prix of Nations will be held at the same time allowing choirs from all over the world to participate.

The World Choir Championships are very similar to other Continental Choir Games, but the artistic concept is different and includes two rounds (qualification and champion) and the Grand Prix of Nations as the highest round, which do not run in parallel but one after the other and allow the choirs from all over the world to participate in all parts of the event.

As the continental version of the World Choir Games, these events follow the same ethos of "participation is the greatest honor", and welcome choirs, instrumental groups and dance troupes to compete at all levels of ability and learn from one another. Bringing together an expected 5,000 participants from around 150 choirs, the Choir Games offer hosts a unique opportunity to transform their city and engage with a valuable target demographic.



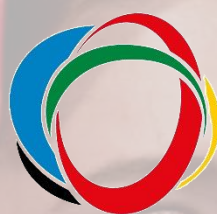
World Choir Championships



African Choir Games



European Choir Games



GRAND PRIX
of Nations



American Choir Games



Asia Pacific Choir Games



African Asia Pacific Choir Games

CONTINENTAL CHOIR GAMES

OUR GLOBAL HISTORY

EUROPEAN CHOIR GAMES & GRAND PRIX OF NATIONS

-  **2013 Graz** (Austria)
-  **2015 Magdeburg** (Germany)
-  **2017 Riga** (Latvia)
-  **2019 Gothenburg** (Sweden)
-  **2023 Norrköping** (Sweden)
-  **2025 Aarhus** (Denmark)

(AFRICAN) ASIA PACIFIC CHOIR GAMES & GRAND PRIX OF NATIONS

-  **2007 Jakarta** (Indonesia)
-  **2009 Gyeongnam** (Republic of Korea)
-  **2013 Manado** (Indonesia)
-  **2017 Colombo** (Sri Lanka)
-  **2025 Port Louis** (Mauritius)

WORLD CHOIR CHAMPIONSHIPS

-  **2009 Gyeongnam** (Republic of Korea)
-  **2011 Graz** (Austria)
-  **2012 Guangzhou** (China)





MESSAGE FROM GOTHENBURG 2019

"The quality of the event, its organization, and the concept of the competition will be remembered as a top event of our city for a long time. Your slogan resonates with our beliefs in all peoples' rights and equality and INTERKULTUR's efforts to bring nations closer together is important to us."

Anneli Rhedin
Lord Mayor of Gothenburg



ABOUT INTERKULTUR



The success of each Continental Choir Games is built on the experience and expertise of INTERKULTUR, the leading organizer of international choir competitions and festivals for more than 35 years. Established in 1988, with a mission to build bridges between cultures through the shared experience of music and song, INTERKULTUR has now staged more than 260 major events in 33 countries featuring almost 470,000 participants from 100-plus nations.

It is also at the center of a global network of non-profit and commercial choral organizations that reaches 120,000 choirs and 4.8 million singers, with more than 90 countries represented on its 'United Nations of singing', the World Choir Council.

Each host city partner will be able to leverage INTERKULTUR's expertise for event delivery, other operational and commercial support to ensure the benefits of hosting are maximized.

EVENT FORMAT

EVENT FORMAT



9 DAYS OF
COMPETITION, SPLIT
INTO TWO FOUR DAY
SECTIONS *



EXPECTED
5,000
PARTICIPANTS



UP TO **30**
PARTICIPATING
COUNTRIES

THE INTERKULTUR NETWORK



120,000
CHOIRS



4.8M
SINGERS



250,000
DIRECT DATABASE
CONTACTS

BENEFITS OF SINGING

- Singing has been shown to improve happiness and well-being
- Being in a choir provides a general feeling of being connected with the group, leading to a sense of increased community and belonging

ATTRACTIVE DEMOGRAPHIC

70% OF PARTICIPANTS ARE UNDER 27
providing access to a valuable, socially engaged
demographic of high spenders



* can be modified connected to the possibilities of the host city

EVENT CONTENT

WHAT DOES AN EVENT TIMETABLE LOOK LIKE?

PART I				Day off	PART II				
Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	
				Day off				Afternoon Awards Ceremony	
Evening Opening Concert			Evening Closing Part 1 & Awards Ceremony			Parade of Nations and Opening Concert Part II			Evening Closing Concert
Stage Rehearsals & Rehearsals					Stage Rehearsals & Rehearsals				
Stage Rehearsals	Open Competition				Stage Rehearsals	Open Competition			
	Champions Competition					Champions Competition			
	Grand Prix of Nations					Grand Prix of Nations			
Evaluation Performances (non-competing); Individual Coachings					Evaluation Performances (non-competing); Individual Coachings				
	Workshops					Workshops			
	Friendship Concerts & Celebration Concerts in and around the city					Friendship Concerts & Celebration Concerts in and around the city			
						Festival Stage Choir Project			
Sightseeing opportunities in and around the city									

* This model can be adapted to meet the specific possibilities and needs of the host city, such as skipping the day off..

EVENT HIGHLIGHTS

OPENING CEREMONY

The gala celebration of the Opening Ceremony and Concert of the marks the traditional start of the event. Flags of all participating countries are carried proudly, including the Games' flag. Through a celebration of culture, dance and music performances, this is a flagship opportunity for the host country to present itself to the international audience, whilst also a chance to meet all the participating choirs from around the world.

OPEN & CHAMPIONS COMPETITION

The core INTERKULTUR-curated competition elements of the Continental Choir Games: the Champions Competition brings together the top echelon of competitive choirs from across the continent, whilst the Open Competition sees choirs from all over the world, irrespective of current achievement levels, gain invaluable experience on the international stage. Choirs compete across up to 10 categories, on three different levels.

GRAND PRIX OF NATIONS

The Grand Prix of Nations ensembles choirs from across the globe to participate on multiple levels of competitions. Delivered as a standalone competition within the Continental Choir Games, the Grand Prix of Nations is open to choirs that have corresponding international competitive experience and have a proven track-record in international choral competitions.

THE PARADE OF NATIONS

The Parade of Nations is a lively infusion of color and festivity that meanders through the streets of the host city and signifies the half-way point of the event. Here we welcome the participants for the second part of festivities.

CONCERTS

In Friendship and Celebration Concerts multiple choirs from different countries and/or categories are united for 60-90-minute shows. Friendship Concerts are free, open-access performances that momentarily transform city squares, public venues, parks, streets or shopping centers into concert venues, whereas Celebration Concerts are ticketed events that attract top-class international choirs in special concert venues.

AWARDS CEREMONIES

Choirs will compete for Bronze, Silver or Gold Diplomas or Medals across all categories and levels. The gold-medal winning choir in the Champions Competition with the highest points total from an international panel of judges will be named Champion of the Choir Games in its specific category. The Champions, as well as the Grand Prix of Nations winners, will come to the stage and their country's flag will be raised, as their national anthems are played.



MESSAGE FROM AARHUS 2025

"In Aarhus, we're proud of our international reputation as a great venue for major cultural events – so we're delighted to be able to welcome choral singers from all over the world. Music has a special magic: it brings us together and creates communities across cultures and across national borders. And we're already looking forward to enjoying the magic music brings to our own community right here in Aarhus."

Jacob Bundsgaard
Mayor of Aarhus





HOST CITY BENEFITS

Continental Choir Games have been designed to maximize economic, media and social impact for the host through a year-round program of content.

CULTURAL SHOWCASE

Leverage the event to showcase your region's cultural heritage and strengthen your credentials as a cultural hub

CHORAL LEGACY

INTERKULTUR work with every host to ensure the event leaves a successful long-term legacy

ECONOMIC IMPACT

Enjoy a substantial economic impact of approximately €8.5m in your region, with significant visitor numbers and spend in your economy

DESTINATION MARKETING

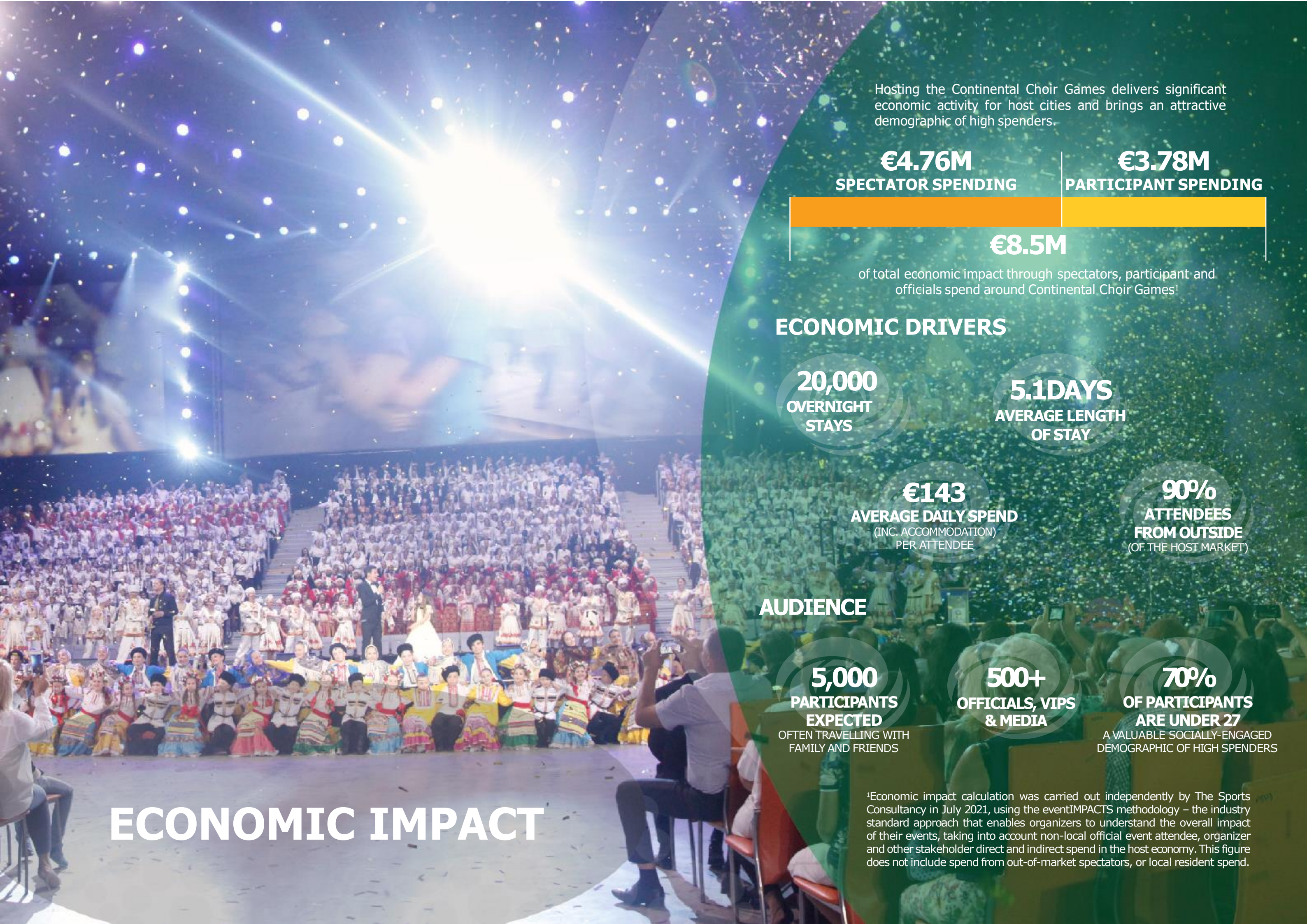
Multi-platform exposure across print and social media, radio and TV will drive significant media coverage to promote your destination

ACHIEVE YOUR OBJECTIVES

Drive city-level and broader regional priorities through bringing the Olympics of singing to your city

REVENUE OPPORTUNITIES

Multiple revenue streams – including ticket sales, local sponsorship and merchandise - will drive substantial commercial return for each host city and offset the cost budget



Hosting the Continental Choir Games delivers significant economic activity for host cities and brings an attractive demographic of high spenders.

€4.76M
SPECTATOR SPENDING

€3.78M
PARTICIPANT SPENDING

€8.5M

of total economic impact through spectators, participant and officials spend around Continental Choir Games¹

ECONOMIC DRIVERS

20,000
OVERNIGHT
STAYS

5.1DAYS
AVERAGE LENGTH
OF STAY

€143
AVERAGE DAILY SPEND
(INC. ACCOMMODATION)
PER ATTENDEE

90%
ATTENDEES
FROM OUTSIDE
(OF THE HOST MARKET)

AUDIENCE

5,000
PARTICIPANTS
EXPECTED
OFTEN TRAVELLING WITH
FAMILY AND FRIENDS

500+
OFFICIALS, VIPS
& MEDIA

70%
OF PARTICIPANTS
ARE UNDER 27
A VALUABLE SOCIALLY-ENGAGED
DEMOGRAPHIC OF HIGH SPENDERS

ECONOMIC IMPACT

¹Economic impact calculation was carried out independently by The Sports Consultancy in July 2021, using the eventIMPACTS methodology – the industry standard approach that enables organizers to understand the overall impact of their events, taking into account non-local official event attendee, organizer and other stakeholder direct and indirect spend in the host economy. This figure does not include spend from out-of-market spectators, or local resident spend.



MEDIA IMPACT

OPTION TO INCREASE YOUR REACH: EUROVISION CHOIR

(only connected to the European Choir Games)

Eurovision Choir, owned by the European Broadcasting Union, the world's leading alliance of public service media, is inspired by the Eurovision Song Contest and the World Choir Games – celebrating choral singing and bringing together the most popular singing competition in Europe and the largest international choir competition in the world.

The newest event to sit within the EBU event portfolio, in 2017, the new format of Eurovision Choir premiered in Riga alongside the European Choir Games. These two events were delivered together again at Gothenburg 2019 with 10 choirs from 10 nations competing at the TV show. This successful partnership provides increased exposure for the European Choir Games and is an exciting and engaging opening for the event. Participating EBU member countries will send choirs to represent their nation and to compete for the title "Eurovision Choir" and broadcast the show live to their respective host countries.

Subject to the discretion of INTERKULTUR and EBU, European Choir Games hosts have the option to integrate Eurovision Choir into the Opening Ceremony. No additional infrastructure requirements would need to be provided.

MEDIA IMPACT

CONTINENTAL CHOIR GAMES DRIVES PROVEN MEDIA VALUE TO ITS HOST PARTNERS.

€6.9M TOTAL HOST MEDIA VALUE

(based on Gothenburg 2019 European Choir Games incl. Eurovision Choir TV Show)¹

Hosts of the event will benefit from valuable exposure through:

- Prominent city branding which is highly visible in all media coverage (TV, print and digital)
- City highlights and “postcard” shots integrated into optional EBU broadcast
- Extensive spoken references to host destination in broadcast
- Leveraging INTERKULTUR’s network of international choirs through multi-touch point engagement

1.4M
TOTAL AVERAGE AUDIENCE OF
EUROVISION CHOIR
TV SHOW
BROADCAST
AT GOTHENBURG 2019

1.1M
ANNUAL IMPRESSIONS
ON INTERKULTUR
WEBSITE

200K+
FOLLOWERS ON
INTERKULTUR
SOCIAL CHANNELS

200
PRESS
AND MEDIA
PARTNERS

¹The media impact valuation was independently carried out by The Sports Consultancy using the PHAR Valuation Tool and applies an advertising equivalency rate to the broadcast coverage for the live event and exposure from social media rights enjoyed as part of the host city benefits package.

COMMUNITY IMPACT

All kinds of the Continental Choir Games offers hosts the opportunity to build and nourish a diverse community of choral singers that can enhance every aspect of a modern city's life by fostering an open culture of collaboration, harmony and respect.

Hosting provides the perfect platform from which to expose people from every background to the joys of singing together, and to offer accessible routes into choir membership for all, regardless of experience or initial ability.

INTERKULTUR is committed to supporting legacy programs that enable more people to share in the fellowship, happiness and pride that group singing brings. Two key strands of this strategy are opportunity and education. Outreach events, local festivals and competitions are important means of sustaining the visibility of choral singing and showing newcomers how easy it is to get involved. And embracing the Games' core philosophy of collaborative learning and strengthening links between professionals and amateurs can have as powerful an impact on retaining new interest by enabling all singers to continually improve their craft.

Our desire for more people to fall in love with collective singing is an expression of our own passion for choral music, but it also reflects our understanding of the empowering effect it can have on all those who become involved. Becoming a Continental Choir Games host will raise a city's profile and prospects. Becoming a choral community can transform its people's lives.



SINGING HAS BEEN SHOWN
TO IMPROVE HAPPINESS
AND WELL-BEING



BEING PART OF A CHOIR DRIVES
AN INCREASED SENSE OF
COMMUNITY AND BELONGING



LEARNING NEW SONGS IS
COGNITIVELY STIMULATING AND
HELPS IMPROVE MEMORY



SINGING IS BENEFICIAL FOR
IMPROVING BREATHING,
POSTURE AND MUSCLE TENSION

¹University of Oxford:

<http://www.ox.ac.uk/research/choir-singing-improves-health-happiness-%E2%80%93-and-perfect-icebreaker>

INTERKULTUR'S ROLE



INTERKULTUR is the world's most experienced organizer of major singing competitions and festivals and is dedicated to working with the hosting partners to create spectacular events that can be delivered risk-free within the parameters of the existing infrastructure and capacities. INTERKULTUR has a 35-year track record of successfully adapting flagship events for hosts of all sizes and ambitions and the network of Choir Games cities offers a vast pool of knowledge, experience and best practice on which their successors can draw.

The support that INTERKULTUR will provide to each Continental Choir Games host will include:

- Worldwide international marketing and administrative support to attract, secure and bring participating choirs and the jury to the competition.
- Offering all hosts an organizational blueprint that can be adapted to fit the individual circumstances of each host, whilst also helping to identify areas of existing strength and those in which we can best provide additional support.
- Participant organization and scheduling (including registration, compilation of competition and concert programs, coordination of rehearsal schedule for all choirs and jury members, accreditation management, jury management and performance support).
- Formulating hotel and catering packages for participants as well as direct communication with the choirs, jury members and international guests and coordination of their stay in the host city.
- Support in securing local sponsor revenues for the host to retain.
- Support for choirs from financially weaker countries.
- International organization and international travel costs.

Above all, INTERKULTUR is totally committed to partnership-working as the best way of ensuring that the hosts' ambitions are fully met and that the ideals and reputation of the Choir Games are enhanced by another successful event.

INTERKULTUR's goal is to establish a mutually beneficial relationship with the host cities and the consortium stakeholders. A prosperous relationship and collaboration is essential to ensure the best possible outcome for both the host(s) and the success of the event.

In return for the Commercial Operating Revenues, and the substantial economic, media/destination marketing and societal benefits, INTERKULTUR expects the following support from the host city:

- The provision of the host requirements, principally comprising the provision of concert venues, local transport, the local coordination team and event support services (discussable connected to the design of the event and the possibilities of the host city).
 - These costs are set out in further detail in an event budget which is based on the experience of the previous events and need to be adapted to the current host city situation. The host's costs are largely offset by the Commercial Operating Revenues.
 - Individual choirs pay for their own international and non-local transport; all of their event accommodation and all of their event catering.
- A Hosting Rights and Delivery Fee contribution towards INTERKULTUR's substantial organization, marketing, curation and delivery costs and in exchange for the commercial revenue opportunities, which the host retains (and which off-set the host's delivery costs), the event intellectual property which INTERKULTUR has built over the past 35 years and the significant public sector ROIs which the host receives. In the past, the Hosting Rights and Delivery Fee ranged between 300,000 € and 800,000 € based on the delivery of the host requirements and the design of the event.

While there is no prescribed minimum or maximum, and this is for the host to propose, and for INTERKULTUR to assess based on previous editions, as one of its evaluation criteria, INTERKULTUR's expectations on the level of Hosting Rights and Delivery Fee contribution will be discussed with the host.



A SHARED COMMITMENT

HOST CITY RETURNS

OPERATING REVENUE POTENTIAL

In addition to the wide range of economic, social and media benefits hosting the Continental Choir Games provides (right), there are opportunities for the host to benefit from select revenue streams, including:

Sponsorships and partnerships:

- Projected revenue: €400,000
- Assumption(s): Four Official Partners (€75,000 per partner) and four Official Suppliers (€25,000 per partner)

Ticket sales for large-scale events, competitions, celebrations concerts and other events:

- Projected revenue: €130,000
- Assumption(s): €20 average net ticket revenue and 6,500 tickets sold

Merchandise:

- Projected revenue: €90,000
- Assumption(s): 75% of participants spending net €15

Catering, provided by central catering service:

- Projected revenue: €48,000
- Assumption(s): 8,000 participants, six meals for each participant (four compulsory and two additional) and €1 net profit per day

Sightseeing tours:

- Projected revenue: €30,000
- Assumption(s): 25% of participants purchasing either a full or half day tour from the host and €15 net per participant

TOTAL PROJECTED REVENUE: Approx. €700,000

Other potential revenue streams include:

- Domestic broadcast
- Domestic taxes (E.g. airport charges)
- Trade / Retail fare

Additionally hosts will benefit from commercial rights, including:

- Destination branding
- Access to international participant database
- Short form digital content through INTERKULTUR channels

PUBLIC SECTOR IMPACT SUMMARY



INTERKULTUR is seeking motivated hosts to partner with to deliver the event and its myriad of impacts. In this further section, you will find outlined the requirements that a host is responsible for delivering in order to fulfil the needs of the event and its ancillary activities.

The requirements outlined in this document are the guideline base on the previous events and have to be discussed in detail connected to the possibilities of the host.

Through dialogue with prospective hosts, INTERKULTUR would be prepared to explore any viable alternative delivery solutions proposed by the host for any minimum requirements that the host may be unable to deliver.

INTERKULTUR would also be happy to hear additional creative proposals around enhancing the participant and spectator experience, as well as any additional value-in-kind opportunities for INTERKULTUR to consider.



HOSTING REQUIREMENTS

VENUES

The host is required to provide a number of venues. Details are provided below:

MAIN VENUE

Size

- Accommodate a minimum of 1,500-2,500 participants (without structure and constructional elements belonging to the stage). Depending on the concept of the event developed and the expected audience size, the capacity may vary up to 5,000.

Dimensions

- Preference for an arena, featuring rising rows of seats on each side, alternative a big concert hall.
- Alternative option is to have seats arranged as stands/terraces.
- Preference for main stage is 30m x 16m [absolute minimum: 25m x 15m].

Functions

- Over the course of the event, approximately four to six shows are staged in the Main Venue. The venue will stage:
 - Opening and Closing Ceremonies (including flag ceremonies)
 - Award Ceremonies
 - A range of choral performances, including large-scale choirs and symphonic orchestras (optional).
 - Show performances (optional)

Temperature

- Air-conditioned with a minimum hall temperature of 23 degrees Celsius. Air conditioning system must not be heard by individuals in the hall / on stage.

Backstage

- Four (4) – eight (8) rooms, for choirs or other groups.
- Five (5) soloist dressing rooms.

Sound and Video

- State-of-the-art sound and video capability.
- Ideally three (3) large-scale screens.
- Modern stage lighting which is able to produce up-to-date production.
- Technical equipment for all ceremonies.

COMPETITION VENUES

Requirements

- Depending on event concept and design, four (4) - eight (8) competition venues will need to be provided by the host.
- One (1) - two (2) church buildings will be required for the entire duration of the event.
- One (1) theater building featuring special technical and functional equipment for pop music, jazz music, spiritual/gospel music is required.
- All performing choirs competing in the same category should be provided with the same conditions of competition at each competition venue - (e.g. consistent stage equipment, light and sound).

Noise

- All competition venues must be acoustically insulated and have favorable acoustic conditions.

Stages

- Room for between four (4) and 140 people.

Temperature

- Air-conditioned with a minimum temperature of 23 degrees Celsius.
- Air conditioning system should not produce perceptible noise.

Instruments

- Basic equipment required for all competition halls:
 - One grand piano (acoustic, not electronic) for each competition stage.
- Additional instrument requirements for specific categories/venues.

Size

- Hall sizes suitable for competitions should provide room for 300 to 600 seats.

Backstage

- Warm up rooms:
 - Minimum of two (2) large rooms located in the same building.
 - Capacity: 40 to 80 people (with large categories, up to 140).

Workshops

- One (1) room is required for workshops that is equipped with a stage with choral risers for at least 60 singers.
- Multiple workshops must be able to take place in one room per day (at least 2).

Rehearsal rooms

- At least five (5) extra rehearsal rooms are required, each equipped with an e-piano.
- Rooms can differ in size, but at least half of the rooms need to be able to accommodate choirs with 80+ singers (there can be up to 140 singers in a choir).

Optional: Mass choir incl. rehearsal space

- A separate hall or main venue is needed for rehearsals of the mass choir (Festival Stage Choir) with and without an accompanying orchestra, if the option of the Festival Stage Choir is chosen.

CELEBRATION AND FRIENDSHIP CONCERTS

Celebration Concerts

- The best possible venues in the host city must be made available for Celebration Concerts.
- Each concert must be managed and handled like a competition performance.
- Host to provide stage and functional/technical equipment.

Friendship Concerts

- Friendship Concerts should take place in unique and interesting venues. This could include:
 - City center locations
 - Shopping centers
 - At cultural and arts centers and similarly suited / corresponding concert halls
 - In places particularly well-suited for singing (churches, museums, etc.)
 - Host to provide stage and functional/technical equipment.

PARADE OF NATIONS (optional)

- The Parade of Nations usually takes place in the early evening on the first day of the second half of the event.
- The host needs to provide an accessible route in the city which provides a safe environment and can accommodate a large number of spectators.
- A large space at the end of the parade is also required, to allow all attending choirs to congregate for welcome speeches, a chance to sing together and for small-scale entertainment.

INTERKULTUR offices during and in lead up to event

- INTERKULTUR offices must be in the same building as the registration area.
- Access to multiple rooms and workstations for INTERKULTUR during the event. The number of rooms needed for INTERKULTUR staff depends on the size of the rooms that are available.

MEDALS, TROPHIES AND DIPLOMAS

- Medals and trophies are essential elements of all larger INTERKULTUR competitions. They represent a distinctive symbol and demonstrate the significance, status and value of the competition.
- The host will be responsible for providing (at its own cost) the following:
 - Medals to be given to participants of the Champions Competition and the Grand Prix of Nations.
 - Trophies to be given to the winners of the Champions Competition and the Grand Prix of Nations.
 - Diplomas/Certificates to be given to all participants of any competition and choirs participating in the festival or in evaluation activities only.

ACCOMMODATION AND CATERING

- All choirs will be responsible for their own costs through purchasing an event package from INTERKULTUR.

Accommodation

- The host will need to be able to accommodate the variety of participants and personnel attending and working at the event. If for example, there are 5,000 participants at the event then we anticipate the host will need to provide 20,000 room nights across the duration of the event. Exact room nights will be dependent on group bookings.
- The accommodation offering will vary from university accommodation to 5-star hotels (based on previous events approx. 50% economy accommodation).
- Preferably, the host provides (at its own cost) accommodation for INTERKULTUR staff, guests, jury members and workshop lecturers (from host country and international). This should be at least 4* standard and in close proximity to the Festival Office.

Catering

- All choirs pay for their own catering.
- The host is required to provide a central service that can cater for 2000-2500 people eating at the same time. This will preferably be in one central location.
- Preferably, the host provides (at its own cost) catering for INTERKULTUR staff, guests, jury members and workshop lecturers (from host country and international).

VOLUNTEERS, STAFF AND JURY

Volunteers

- At least one (1) guide per registered international choir (or two (2) for larger choirs).
- Volunteers are also required at various venues for competitions, competition rehearsals, Friendship and Celebration Concerts, VIP services, workshops, and seminars.

Flag and sign bearers

- Flag and sign bearers are required at the Opening and Closing Ceremonies and the Parade of Nations. Flag and sign bearers should wear uniform or traditional costumes.
- Flag bearers – one (1) person per each participating country.
- Sign bearer – one (1) per each sign with country name.

Moderators

- Depending on the length of the competition, one (1) to two (2) moderators will be needed per venue.

INTERKULTUR staff

- Approximately 25-50 INTERKULTUR staff members will be on site during the Continental Choir Games. The host is required to provide accommodation and all staff (and, if possible, jury members, guests and workshop lecturers) should stay in the same hotel, within walking distance to the Continental Choir Games center (festival office).
- Meals are required to be provided from the first day of arrival.
- The estimated arrival pattern is as follows:
 - Ten (10) days in advance: 2 people
 - Eight (8) days in advance: 3 people
 - Six (6) days in advance: 20 people
 - Four (4) days in advance: 10 people
 - Two (2) to three (3) days in advance: 15 people

Jury / workshop lecturers

- It is estimated that 25-50 jury members will be present at the event.
- Preferably, the host takes care (at its own cost) for all visa for jury members and provides an honorarium for all jury members and workshop lecturers.

Uniform

- It would be appreciated if all volunteers and staff members will be provided with a uniform to wear for the duration of the event.

PROMOTION/TICKETING

- The host shall (at its own cost) manage and deliver the promotion of the event in the host city/country.
- The host is responsible for all ticket sales.
- The host city, streets and all official venues should be decorated with flags and signs in the official event design.

PRINTING

- The host is responsible for costs relating to the printing of a program book and event guide (designed by INTERKULTUR).

TRANSPORT

- Usually the host is responsible for transporting participants, INTERKULTUR staff, jury members, workshop lecturers and guests from and to the airport as well as within the city. It can also be organized using public transportation
- Please note that choirs from nearby countries will usually hire a coach for the period if applicable.
- Preferably the host is also responsible for all travel expenses for jury members and workshop lecturers.

ENVIRONMENTAL SUSTAINABILITY

- INTERKULTUR is committed to making the Continental Choir Games an environmentally sustainable event. INTERKULTUR requires that the host put in place appropriate policies and procedures aimed at reducing/minimizing the environmental impact of the event.

SECURITY

- Safety and security must be treated as matters of utmost importance. The host shall ensure that all the venues used for the Continental Choir Games are fully compliant with safety and security regulations.
- The host is responsible for the preparation of a Security Plan, which shall be reviewed by the local authorities and approved by INTERKULTUR.





LOCAL STAKEHOLDER ENGAGEMENT

It is vital to have demonstrable support for the event from a range of key stakeholders.

While the stakeholder groups will vary depending on the specific local context, INTERKULTUR anticipates that the agreement will include the support of:

- Municipal, regional and national government authorities, who INTERKULTUR would expect to perform the role of guaranteeing the operational budget (including the Hosting Rights and Delivery Fee and providing performance guarantees of delivery)
- Owner / operator of all applicable venues
- A national / regional choral association (optional)
- Local promoter(s) / delivery partner(s)

INTERKULTUR will work with the core team leadership, over the course of the process to help the host identify and secure the support of any stakeholders.



PUBLIC SECTOR GUARANTEES



The following guarantees are required:

FINANCIAL AND PERFORMANCE GUARANTEE

- The obligations of the host to deliver the financial requirements as set out in the Hosting Agreement, including the Hosting Rights and Delivery Fee, will need to be guaranteed in full by an acceptable national, regional and/or local public sector entity, bank or other financial institution.
- Where the host is non-public sector, or a special purpose organizing company, the public sector is required to guarantee the performance of the organizing committee in accordance with the Hosting Agreement.

Guarantees are required to be submitted along with the hosting agreement.

HOST CITY SERVICES

INTERKULTUR expects a high level of involvement and commitment from the Public Sector to support the event and to take advantage of the available opportunities to promote the host city and country on the world stage.

The specific obligations of the host city are, but not limited to:

Parade of Nations, Performances and Concerts

- Waive any fee for road closures on the route through the center of the city for attendees to the Parade of Nations.
- Provide support in securing access to public areas for the purpose of public performances.
- Provide necessary traffic and security services.

Accommodation

- Provide support in securing preferential accommodation.

Policing

- Provide policing for the event.
- Provide policing at the Parade of Nations and ensure the route is traffic free.

Cleaning

- Provide street cleaning at outdoor public venues and the Parade of Nations.

Marketing

- Provide access to city marketing assets.
- Provide exposure of the event in any ongoing or planning marketing activity.
- Provide access to social media accounts.

Staffing

- Provide designated points of contact for key city integration functions to the LOC and INTERKULTUR.

Licensing and Fees

- Obtain all necessary licenses for the event (e.g. live performance, venue, health and safety, IP) to fulfil the host's obligations and provide support to INTERKULTUR for any of its applications.
- Reduced or waived license charge in respect of the above.

Healthcare

- Provide coordination of hospital and ambulance services.

Visa Support

- Provide appropriate support to any visa applications by way of letters of invitation.



PUBLIC SECTOR HOSTING REQUIREMENTS





TERMS OF REFERENCE

CONFIDENTIALITY

The contents of this Hosting Guide are confidential. By receiving, opening or reading this Hosting Guide, you agree on behalf of the potential Host to be bound by its duty of confidentiality and to keep confidential at all times, whether during or after the bid process, all confidential information disclosed by INTERKULTUR and to take all necessary steps to preserve the strict confidentiality of such information, including (without limitation) by disclosing relevant material to your officers, employees, representative, agents or advisers only on a strictly “need to know” basis and only for the purpose of this bid process.

Each potential host agrees that it will not discuss any part of this Hosting Guide or any other aspect of the negotiation process with any other potential host at any time for any reason.

NO REPRESENTATION OR LIABILITY

This Hosting Guide / RFP (as well as any subsequent correspondence by or on behalf of INTERKULTUR in relation to this negotiation process) is provided for informational purposes only and INTERKULTUR (and its representatives or agents) do not make any representation or warranty as to the accuracy of its contents. INTERKULTUR and its representatives and agents shall not have any liability in connection with or arising from this Hosting Guide (or any subsequent correspondence by or on behalf of INTERKULTUR in relation to this negotiation process). Nothing in this Hosting Guide or in any communication made by INTERKULTUR or its officers, employees, representatives, agents or advisers shall constitute an offer of a contract or a binding contract between INTERKULTUR and the potential host, nor shall it be taken as constituting any representation that rights or licences will be granted in accordance with this Hosting Guide or the negotiation process.

NO ANNOUNCEMENTS

Unless otherwise approved in writing by INTERKULTUR, you shall not make any announcements or public statements regarding your participation in this negotiation process.

LEGAL NOTICE

INTERKULTUR reserves the right, at any time and in its absolute discretion, to (a) change any aspect of this Hosting Guide; (b) accept or reject proposals (or to permit any applicant to resubmit its proposal in the event that such proposal fails to meet any or all of the desired criteria or requirements); (c) pursue negotiations with any number of potential Hosts; (d) withdraw from negotiations with any applicant at any time; or (e) suspend, discontinue, modify or terminate this bid process at any time.

The potential Host accepts that INTERKULTUR’s decisions in this negotiation process will be final and agrees that it shall not challenge any decision of INTERKULTUR. The potential Host hereby irrevocably and unconditionally waives any and all rights it may have, now or at any time in the future, to bring any claim in any court in relation to the appointment or manner of appointment of any potential host or otherwise in relation to this negotiation process. This process, including without limitation this Hosting Guide and any relevant documents, will be governed by the laws of Germany and any dispute arising from or in relation to the same shall be subject to the exclusive jurisdiction of the German courts.

Other than these Terms of Reference, nothing in this Hosting Guide shall be legally binding.



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