



REQUEST FOR PROPOSALS (RFP)

Climbing Escalade Canada

Competition Seasons 2022-2023 and 2023-2024



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INTRODUCTION

Climbing Escalade Canada is the National Sport Organization (NSO) for the sport of Competition Climbing. It governs the disciplines of Boulder, Lead (Difficulty) and Speed.

The purpose of CEC is to be a leader in the promotion and development of competition climbing in Canada for athletes and the extended climbing community. We strive to enable athletes to achieve their high-performance potential in an ethical, equitable and equal competition environment. We value community, transparency, integrity, inclusion, an athlete centered approach, and the pursuit of excellence.

This Request for Proposals (RFP), launched by Climbing Escalade Canada (CEC) is for all events included in the 2022-2023 AND the 2023-2024 Competition Seasons. Interested parties must submit their proposal to info@climbingcanada.ca by 11:59pm ET on May 1, 2022.

The CEC Competition Season is comprised of 4 Series:

- A CEC Para-Climbing Senior Series
- A Fall Series: CEC Senior Combined Series (Boulder & Lead)
- A Winter Series: CEC Speed Series
- A Spring Series: CEC Youth Combined Series (Boulder & Lead)

The CEC Board of Directors has the final authority over the CEC events and all the policies that pertain to these events. CEC has defined a specific schedule in which the events will occur, including the number of events in each discipline. In addition, CEC will outline the categories that are able to complete in each event. CEC maintains the right to cancel an event and/or remove an event from any of the series under the conditions defined in the event agreement signed by the Host Facility and the Event Organizer (EO) upon acceptance of the event.

Please refer to the CEC Rules and Policies as the reference for the athletes and coaches participating in the CEC Events.

CONTACT

For questions or comments regarding this Request for Proposals document, please contact CEC's Executive Director, Christiane Marceau, at ed@climbingcanada.ca

Proposals must be submitted to info@climbingcanada.ca

SEASON CALENDAR – Preferred Dates

This RFP covers all 2022-2023 AND 2023-2024 CEC Events. CEC is looking for Host Facilities according to the following preferred schedule. Interested facilities can bid outside of the preferred dates, but increased attention will be given to the bids that follows this calendar:

	2022-2023	2023-2024
Para-Climbing National Championships	Lead/Top Rope - October 2022 (date flexible)	Lead/Top Rope - October 2023 (date flexible)
Senior Combined National Championships	Boulder - Thursday/Friday, November 24-25, 2022 REST DAY - Saturday November 26, 2022 Lead - Sunday/Monday, November 27-28, 2022	Boulder - Thursday/Friday, November 23-24, 2023 REST DAY - Saturday November 25, 2023 Lead - Sunday/Monday, November 26-27, 2023
Speed National Championships and Development Camp	Saturday/Sunday, February 18-19, 2023	Saturday/Sunday, January 20-21, 2024
Youth Regional Championships, B/L, East and West	Friday/Monday, April 21-24, 2023	Friday/Monday, April 19-22, 2024
Youth Combined National Championships	Boulder - Thursday/Friday/Saturday, May 18-20, 2023 REST DAY - Sunday May 21, 2023 Lead – Monday/Tuesday, May 22-23, 2023	Boulder - Thursday/Friday/Saturday, May 16-18, 2024 REST DAY - Sunday May 19, 2024 Lead – Monday/Tuesday, May 20-21, 2024
North American Cup Series	Between June and September 2023 Boulder (Western Facility preferred) Lead (Eastern Facility preferred) Speed (Eastern Facility preferred)	Between June and September 2024 Boulder (Eastern Facility preferred) Lead (Western Facility preferred) Speed (Western Facility preferred)

HOSTING REQUIREMENTS – Para-Climbing Senior Event

CEC SENIOR PARA-CLIMBING NATIONAL CHAMPIONSHIPS

CEC is looking for:

- 1 host for the entire event
- Facility must be wheelchair accessible, from parking lot to the climbing wall

Strong consideration will be given to facilities that are supported by their Provincial / Territorial Sport Organization (PTSO). PTSOs can support more than one facility in their jurisdiction.

CLASSIFICATION REQUIREMENTS

Classification must take place in a separate and private location.

- Two meeting rooms
- Table and chairs, paper and pen
- Examination table/height adjustable plinth
- Goniometer
- Measuring tape
- Access to a climbing wall preferable

COMPETITION REQUIREMENTS

Top Rope Requirements:

- Minimum 12 m height
- Must be able to accommodate a minimum of 12 top rope routes
- Walls must have a variety of angles, to a maximum of 30 degrees overhang
- Access to a slab wall is preferred
- Inventory of holds need to include a large quantity of positive holds and volumes
- Will need to use a two ropes anchor system, which will require longer ropes (50m ropes)

COMPETITION FORMAT

Top Rope Format (subject to change)

- Qualifiers – Modified Red Point – 3 to 5 routes per sport class
- Final – On-sight – 1 route per sport class

Minimum Volunteer Requirements: 75 to 100 volunteers over the event

HOSTING REQUIREMENTS – Senior Events

CEC SENIOR COMBINED NATIONAL CHAMPIONSHIPS

CEC is looking for:

- 1 host for the entire event (hosting both disciplines), or
- 2 hosts for this event (hosting one discipline each)
 - o Day 1 & 2 = Boulder
 - o Day 4 & 5 = Lead

In the case that the event is held at two different facilities, both host facilities must be within 50km of each other (same city or region). Applications can be combined (two host facilities applying together) or individual (1 host facility applying and asking CEC to pair them up with another host).

Strong consideration will be given to facilities that are supported by their Provincial / Territorial Sport Organization (PTSO). PTSOs can support more than one facility in their jurisdiction.

COMPETITION REQUIREMENTS

Boulder Requirements:

- Minimum 30/40 m linear wall space with independent fall zones allowing for 10 boulders to run simultaneously.
- Minimum 3 m height
- Consideration will be given to a 20m linear wall space with independent fall zones allowing for 5 boulders to run simultaneously should the above requirement not be met.

Lead Requirements:

- Must be able to accommodate a minimum of 4, but ideally 6, individual lead routes at one time.
- Walls should be at least 12m+ in height. Walls that do not meet this height requirement may still apply, but preference is given to those who fulfill this criterion.
- Ability to drive one or two actuating boom or scissor lifts in the gym for event prep/setting is preferred.

COMPETITION FORMAT

Bouldering Format (subject to change)

- Qualifiers – [IFSC Flash format](#) (5 on 5 off). 6 Problems
- Semi-Finals - 5 on 5 off isolation. 4 Problems
- Finals - World Cup format, 4 minutes. 4 Problems

Lead Format (subject to change)

- Two (2) qualifiers - Flash Format
- One (1) Semi-Final - On-sight
- One (1) Final - On-sight.

Minimum Volunteer Requirements: 50 to 75 volunteers over the event

HOSTING REQUIREMENTS – Speed Events

CEC SPEED NATIONAL CHAMPIONSHIPS AND DEVELOPMENT CAMP

CEC will ask for 1 host for this event.

- Day 1 = Speed Competition
- Day 2 = National Development Camp

Strong consideration will be given to facilities that are supported by their Provincial / Territorial Sport Organization. PTSOs can support more than one facility in their jurisdiction.

COMPETITION REQUIREMENTS

Speed Requirements:

- A 15M Speed wall that is in line with the [IFSC Speed Wall Requirements](#)
- [IFSC certified holds](#) (stamps and serial numbers present)
- Holds must be in “new” or “like new” condition (i.e. no chipping or surface variations and with adequate surface friction)
- Ability to use standard timing systems

Speed Format

- Two (2) practice runs in the same running order as qualifiers
 - o This can be changed on the discretion of the Technical Delegate and Jury President based on timing for the event
- Two (2) qualifiers – Timed
- Top sixteen (16) – elimination races

Minimum Volunteer Requirements: 25 volunteers over the event

HOSTING REQUIREMENTS – Youth Events

CEC YOUTH COMBINED SERIES (BOULDER & LEAD)

- Eastern Regional Championships
- Western Regional Championships
- National Championships

CEC is looking for:

Regional events:

- 1 host for the entire event (hosting both disciplines), or
- 2 hosts for this event (hosting one discipline each
 - o 1 boulder host (day 1 and 2) and
 - o 1 lead host (day 3 and 4)

National event:

- 1 host for the entire event (hosting both disciplines), or
- 2 hosts for this event (hosting one discipline each
 - o 1 boulder host (day 1, 2 and 3) and
 - o 1 lead host (day 4 and 5)

In the case that the events are held at two different facilities, both host facilities must be within 50km of each other (same city or region). Applications can be combined (two host facilities applying together) or individual (1 host facility applying and asking CEC to pair them up with another host).

Strong consideration will be given to facilities that are supported by their Provincial / Territorial Sport Organization (PTSO). PTSOs can support more than one facility in their jurisdiction.

COMPETITION REQUIREMENTS

Boulder Requirements:

- Minimum 50-60m linear wall space with independent fall zones allowing for 12 boulders to run simultaneously.

Lead Requirements Regionals:

- Must be able to accommodate 2 individual top-rope and 5 individual lead routes at one time.
- Walls should be at least 12m+ in height. The overall angle of the wall should be less than 15 degrees. Walls that do not meet this height requirement may still apply, but preference is given to those who fulfill this criterion.

Lead Requirements Nationals:

- Must be able to accommodate 6 lead routes running at one time.
- Walls should be at least 12m+ in height. Walls that do not meet this height requirement may still apply, but preference is given to those who fulfill this criterion.
- Ability to drive one or two actuating boom or scissor lifts in the gym for event prep/setting is preferred.

COMPETITION FORMAT

Bouldering Format

- Qualifiers - 5 on 5 off isolation. 4 Problems
- Semi-Finals - 5 on 5 off isolation. 4 Problems (National Events ONLY, Regional events will NOT have Semi-Final Rounds)
- Finals - WC format, 4 minutes. 4 Problems

Lead Format

- Top-Rope for Youth C. (Regional Events ONLY)
- Two (2) qualifiers - Flash Format
- One (1) Semi-Final - On-sight (National Events ONLY, Regional events will NOT have Semi-Final Rounds)
- One (1) Final - On-sight

Minimum Volunteer Requirements: 150 to 200 volunteers over the event

HOSTING REQUIREMENTS – Other Areas

FIELD OF PLAY

The Field of Play (FOP) is defined as the area for the sporting competition plus the immediate and surrounding support areas at which a boundary separates from the other areas. **A FOP and walls design shall be included in the bid proposal.**

The FOP for Sport Climbing includes, but is not limited to, the following:

- Climbing wall with holds as well as the floor covered by safety mats.
- A Transit Zone (on deck area) must be visually separated from, but adjacent to, the climbing wall and - possibly - the Isolation Zone/warm-up area. This is where the athlete will perform their final preparation prior to starting their round. The athlete (and their belayer for lead) must remain there until called upon to cross the Starting Gate, enter the Field of Play and start the attempt.
- Starting Gate at exit of the transit zone and visible to the audience.
- Post Climb Zone (appeal zone for bouldering) is an after climbing zone visible to the audience with restricted access to athletes having finished their performance and accredited persons (Officials, Media, Coaches).
- Jury area, which shall be immediately in front of the wall, though respecting a security distance used for athletes falling / being brought down by belayers.
- Team Officials zone (in view of the climbing surfaces and having access to CEC judges), restricted to the Team Officials having athletes participating in the round.
- Photographers and Camera zones defined by the CEC Technical Delegate and the Event Organizers.
- The award ceremonies can also be run on the FOP.
- For national championships: Anti-doping area. This area must have access to their own washroom or stall and an area to set up a table and chairs.

For a complete written description of the FOP, please refer to the CEC FOP description on the [Competition Resources page](#) of the CEC Website.

ISOLATION ZONE:

The Isolation zone is a restricted area for the athletes and Team Officials to warm-up and prepare for the competition rounds. It may be localized outside of the event venue and should consist of a general area for relaxation and refreshments and an area that includes a warming-up wall. This zone is not in view of the audience and exit to the transit zone.

OTHER AREAS:

CEC requires the following areas:

- Private room for CEC Officials and other CEC representatives (i.e. Staff).
- First aid area for Medical and Anti-doping activities and personnel
- Route Setters storage room that offers a large amount of storage space and whose access shall be managed by the Route Setting team.

HOSTING REQUIREMENTS – Public Areas

There MUST be a barrier between the public areas and all areas on the FOP. The public can be divided into the following areas, and is dependent on space available in the Host Facility:

- General Public – Spectators, Parents
- Climber and Teams area (different than Team Officials zone, and for non-participating athletes and Team Officials, can be restricted to these groups)
- VIP Area – Staff, organizers, CEC board members, sponsor representatives.

It is recommended that Host Facilities:

- Provide a sound system used to address the audience and to play entertaining music, which must be approved by the Jury President and Technical Delegate.
- Provide a light system used to emphasize the climbing performance. The Jury President and Technical Delegate will ensure there is sufficient lighting for the athlete, making sure the competition is fair.
- Ensure that a video screen of a sufficient size for the venue audience, showing the current ranking/results of the athletes, is installed for the duration of the competition. The CEC will provide the software that will ensure the displaying of all the above-mentioned information.
- Provide earplugs as event volunteers, spectators and participants may be exposed to noise levels and other risks which could, among other things, damage hearing or cause bodily harm.

Complete description of the audience area can be found in the FOP description on the [Competition Resources page](#) of the CEC Website.

Notifications to be clearly posted in audience areas ensuring anyone entering your facility is made aware of the following:

Climbing Escalade Canada and [Host Gym] (collectively the “Hosts”) may use photographs, videos and other likenesses (collectively, the “Photos”) of Event volunteers, spectators and participants for projects that are promotional, advertising, commercial, educational, research or archival in nature. These Photos are used for, but not limited to, the promotion of the Hosts and to promote the sport of climbing. Any proceeds realized from any commercialization of the Photos will be applied to the respective operating budgets of the Hosts. By attending this Event you hereby irrevocably grant the Hosts the right to use Photos of you, for the purposes referred to above.

EVENT HOSTING AGREEMENT

It is the responsibility of the selected Host Facility to:

- Accept that the promotion, development and administration of the sport of climbing competitions are under the governance of CEC
- Ensure that no financial, sponsorship or other agreement shall be entered into with an organization (e.g. television and/or digital media, competition sponsors, local organizing body, etc.) without first obtaining the written approval of CEC
- Seek at all times the advice and agreement of CEC in respect to any decision that may conflict with the best interest of the sport

- Not use any other denomination, identification, or graphic combination than the one approved by CEC. Any modification or addition, presented in any official document (including advertising), is subject to CEC written authorization.

CEC reserves the right to impose security procedures, at the Host Facility's expense, or cancel or amend the event if the above listed guidelines are not met.

Any party interested in hosting a CEC sanctioned event must comply with Terms and Conditions on the granting of sanctioning, including:

1. All facilities must submit a Hosting Bid, which is subject to review and approval by the CEC Competition Committee, the CEC Para-Climbing Committee, and/or the CEC Board of Directors;
2. Facilities will agree and sign the Hosting Agreement, which must be submitted to CEC within 2 weeks of being drafted. An application will be considered incomplete without the signed agreement and will forfeit the event; and
3. The competition must adhere to the official [CEC Rules and Regulations](#), and all [CEC Policies](#), unless deviations have been approved in writing by CEC.

It is important to remember that sanctioning requirements extend through the duration of the competition. CEC has the authority to withdraw sanctioning from any competition which does not meet all of the above agreed upon Terms and Conditions of Sanctioning.

RESPONSIBILITIES

The CEC Event Coordinator and the Host Liaison will work conjointly to prepare a successful event. The below list of responsibilities is included for information only, and is subject to change.

The CEC is responsible for:

- Developing, in collaboration with Event Host, the complete Event Budget to be followed by both parties
- Researching and Applying for Local Hosting Grants and Sponsorships
- Creating the Information Sheet and Event Central Webpage, containing logistic information as follows:
 - o Travel information – closest airport, directions by car and transit
 - o Partner Accommodations
 - o Event Organizer and CEC Official names and contact details
 - o Location of nearest hospital
 - o Additional information such as: link to waiver, parking instructions, food recommendations
 - o Preliminary Schedule
- Designing all branding for the event, including badges and signages
- Creating the Event Schedule
- Hiring of the Event Officials Team, including:
 - o Technical Delegate, Jury President, Head Judge
 - o Head Routesetter, Assistant Head Setter, Setters
 - o Head Belayer (for lead and speed)
 - o Livestream Commentators
- Covering cost of Travels, Accommodations, Honorarium, and Perdiem for the Event Officials Team
- Collecting Registrations and Payments
- Providing and setting up Live Scoring System
- Providing and setting up Volunteer Management System
- Providing Livestream of the event (Semis and Finals), including Live Commentators
- Facilitating a Training Session for competition volunteers such as judges and belayers
- Hosting of Technical Meeting prior to the start of the competition
- Providing Medals, Trophies, and Cash Prizes for every eligible category in each competition
- Providing a Land Acknowledgement Script

The Event Host is responsible for:

- Hiring a Host Liaison to work with CEC on planning the event
- Purchasing additional holds and volumes as directed by the selected Head Routesetter, following budget directions presented by CEC
- Hiring a Volunteer Coordinator to support recruitment, training, scheduling of volunteers
- Supporting Volunteer recruitment efforts:
 - o Belayers (2 per lead route and 1 per top rope route)
 - o Judges (2 per boulder problems, 4 per lead route)
 - o ISO Managers
 - o Runners
- Providing food for volunteers
- Providing First Aid personnel as directed by CEC
- Hiring a Master of Ceremony for the Finals and Award Ceremonies
- Provide a Podium and Backdrop for the Award Ceremonies

FINANCIAL STRUCTURE

Climbing Escalade Canada will work conjunctly with the selected hosts to develop the **Event Budget**. This Budget will incorporate expenses related to hosting the event, such as:

- Setting Team
 - o Honorarium for Head Routesetter, Assistant Head Routesetter, Setters (as needed)
 - o Contribution for Forerunners
 - o Travels and Accommodation, daily per diem
- Official Team
 - o Honorarium for Technical Delegate, Jury President, Head Judge
 - o Honorarium for Head Belay
 - o Travels and Accommodation, daily per diem
- Competition-related equipment
 - o Countdown clocks, Cameras, Tablets
 - o Live Result System
 - o Registration System and Volunteer Management Software
 - o Signages, Athletes and Volunteer Badges, Volunteer Shirts
 - o Medals, Trophies, and Cash Prizes
- Livestream
 - o Livestream Contract Fee
 - o Honorarium for Commentators
 - o Travels and Accommodation, daily per diem
- Marketing
 - o Marketing Team, including an Event Photographer

CEC will provide the selected Facilities with the following financial contributions:

- Gym Rental Fee, as agreed by both parties
- Fixed amount for Lift Rentals (if needed)
- Fixed amount to purchase holds and volumes, which will remain the property of the climbing facility
- Fixed amount to cover the following expenses, which are the responsibility of the selected Host:
 - o Honorarium for Host Liaison
 - o Honorarium for Volunteer Coordinator
 - o Honorarium for Master of Ceremony
 - o Food for volunteers
 - o First Aid and Physiotherapy Services
 - o Contribution toward a Video recap / promo of the event

The following expenses are not included in the above budget, but are the responsibility of the selected Host:

- Staffing the facilities for all duration of the event
- Space for spectators, including bleachers if required
- Table, chairs, and extension cords to supply for the event
- Security barrier between the judging area / Field of play and spectator area
- Additional Photographers and Media Team (if desired)

The selected Host may sell tickets and food/drinks, and keep the profits of which to cover their fixed costs not covered above.

BID REQUIREMENTS

All bids must be submitted by email, in an attached PDF document. Interested facilities must provide a complete bid that includes, at a minimum, the following sections:

1. Facility contacts information
2. Event(s) and Preferred Date(s)
3. Name and contact information of individuals involved with the bid, and proposed:
 - a. Host Liaison
 - b. Volunteer Coordinator
4. Complete description of the Facility and how they intend to address the hosting requirements as listed above
 - a. Competition Requirements
 - b. Field of Play
 - c. Other Areas
 - d. Public Areas
5. Description of the host city in terms of accessibility, hospitality, volunteer capability, etc.
6. Outline of medical services available, including distance to the nearest hospital.
7. List of potential sponsors and/or grants available if the event is held in the proposed city/facility.
8. Letter of support from Provincial or Territorial Sport Organization (PTSO) - optional.
9. Letter of support from Sport Tourism Organizations and/or Government leaders - optional.

TIMELINE

CEC will accept and review proposals, and select the Host Facilities for the 2022-2023 and the 2023-2024 Competition Seasons, following the timeline below.

April 4, 2022	Opening of RFP
May 1, 2022	Deadline to submit proposals to info@climbingcanada.ca
May 2022	CEC Competition Committee or CEC Para-Climbing Committee to review proposals and submit recommendation to CEC Board of Directors
July 2022	CEC Board of Directors to select Host Facilities for 2022-2023 and 2023-2024 Competition Seasons
End of July 2022	Announcement of selected Hosts

*This timeline is flexible, and may need to be adapted due to COVID or other challenges that may arise through the process.

BID EVALUATION

In the process of evaluating bids received, CEC will apply a Bid Evaluation Model (BEM) built around seven modules:

1. Infrastructure Assets
 - a. Climbing Facilities
 - i. Wall and Holds/Volumes Inventory
 - ii. Field Of Play (FOP)
 - iii. Other Areas (OA)
 - iv. Public Areas (PA)
 - b. Accommodation options
 - c. Food & Beverage Services
 - d. Transportation
 - e. Livestream / Broadcast Capacity
 - f. Medical Services
2. Community Support
 - a. PTSO support
 - b. Club support
 - c. Ability to recruit local volunteers
3. Public Sector Support
 - a. Government support
 - b. Sport Tourism support
 - c. Ability to secure hosting grants
4. Management and Event Expertise
 - a. Leadership of local team
 - b. Experience in event hosting
5. Financial Considerations
 - a. Financial suitability
 - b. Marketability
 - c. Ability to secure local sponsors
6. Legacy
 - a. Infrastructure & Equipment
 - b. Sport promotion

CEC BRANDING AND MARKETING

CEC will be providing detailed Branding and Marketing Guidelines to selected hosts. The purpose of the Branding and Marketing Guidelines is to ensure that the CEC brand becomes widespread and identified as the authority and sanctioning body for national competition climbing in Canada.

This is done through the development and implementation of recognizable branding through design and consistent visual identity in print, online and broadcast media at all times. The CEC brand is a valuable media asset in establishing a positive and professional reputation within the climbing community and with sponsors and funding agencies.

Great care must be taken at all times to ensure that all products, services, public identity and promotional material that carry the CEC identity, or appear in the eyes of the public to be the responsibility of CEC, carry our official brand, respect our brand requirements in a tasteful and respectful manner and/or be approved by the CEC Board or Executive Director.

All promotional, marketing or communications materials for online, print or broadcast media must be consistent with the following guidelines when created by CEC, it's contractors, sponsors, Third Party agencies or partners:

1. CEC, where it is the primary organizer and sanctioning body for a competition or event, shall get primary and prominent brand positioning in all online, print, broadcast and communications promotional material.
2. CEC shall be the primary agency that produces all online, print, broadcast and communications material where it is the primary organizer or sanctioning body for a competition or event.

This responsibility may be contracted to a Third Party agency, sponsor or partner but only under the condition that all material must be approved and signed off on by the CEC Executive Director before being made public. CEC shall be the only body permitted to release CEC branded material unless otherwise authorized by the CEC Executive Director.

Responsibility to CEC sponsors

The major sponsors and funding agencies of CEC have conditions on the use of their logos and brand identities in the promotional and communications material produced by CEC. We are under contractual obligation to fulfill those requirements. It is a part of their funding agreements.

Working with partners

Where the CEC works in partnership with a Provincial or Territorial Sport Organization, gym operator, other partners or event co-organizers in producing competitions or events the following guidelines shall apply:

1. If CEC is the sanctioning body, its branding and those of its major sponsors shall take precedence over all other agencies and sponsors and be displayed larger and more prominently than all other sponsors.
2. Partners of equal status in the production of competitions or events may have their logos of equal size and prominence as CEC.

3. Other sponsor logos, be they CEC sponsors or partner sponsors, may be of any scale depending on contribution agreement or design consideration, but never larger than CEC or its major sponsors' logos or brand identity.