These requirements and responsibilities for an event organizer are approved by the EGCA Competition Committee on 12th March 2026 and they are valid during the EGCA - Champions League, Women's Champions League, Youth Championships and European Cup 2027.

Section I provides the general instructions for the event organizer, and Section II sets out the detailed requirements & responsibilities.

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1. GENERAL INSTRUCTIONS

The event organizer of the EGCA Champions League, Women's Champions League, Youth Championships and European Cup 2027 is responsible for carrying out the following duties:

A. To conduct the tournament smoothly;

B. To choose and invite referees according to the list of IBSA level II and III referees;

C. To provide teams with information related to EGCA – Champions League, Women's Champions League, Youth Championships or European Cup as soon as possible;

D. To control preparation for the tournament and to help solve potential problems (for example, maintaining good communication, sending entry forms and invoices on time);

E. To organize the prize giving at the end of the tournament;

F. To look for sponsors and partners to fund the stage;

G. Collect participation and license fees from the teams and pay/forward the license fees to EGCA;

H. To release information related to the EGCA – Champions League, Women's Champions League, Youth Championships or European Cup to the media;

I. To give information to the EGCA Competition Committee after the event;

J. To provide officials for the tournament (table officials and goal judges) and ensure that they are well trained before the games;

K. To provide all the equipment that is needed in goalball such as tactile string, high-quality floor tape, eye patches, goalballs, timers and official table equipment;

L. To organize a livestream on the Goalball TV YouTube channel to raise awareness of goalball and allow goalball fans all around the world to follow the games;

M. To work together with the EGCA Media Group and EGCA Representative to share information about the participating clubs and referees, results, statistics, and photos from the tournament;

N. To organize some demonstration events of goalball around the event to get people playing the sport, become familiar with the rules of the game and start to follow goalball actively;

O. If the event is cancelled the organizer must inform participating clubs and referees immediately and refund all the fees that participating clubs have already paid.

2. EXACT REQUIREMENTS & RESPONSIBILITIES

2.1 ACCOMMODATION & MEALS

- The event organizer is responsible for arranging hotel accommodation for teams and referees. Participants should be accommodated in twin or triple rooms, with a separate bed for each person. In the Youth Championships and European Cup student dorm level accommodation is approved;

- There should also be an option to have a single room (the organiser may charge an additional cost for a single room, maximum 50 € / person / night);

- There should also be an opportunity to book an extra night at a hotel (extra costs covered by a participating club). The organizer must clearly state the cost of the extra night in the official invitation letter and in the entry forms;

- Hotel rooms must include at a minimum a private toilet & shower and air conditioning;

- The organizer must provide the following meals: dinner on arrival day, breakfast, lunch and dinner on competition days, breakfast and lunch on the day of departure. Lunch and dinner must be hot meals, and the organizer must ensure that athletes have enough food;

- Breakfast should be served at the hotel. The organizer is responsible for ensuring that participants have enough time to eat breakfast before travelling to the venue (teams must be at the venue a minimum one hour before their first match);

- Lunch should be served primarily at the venue or a maximum 10-minute walk from the venue;

- Dinner should be served at the hotel. In some cases dinner can be served in another location but this should be no more than a 15-minute walk from the hotel;

- The distance between the hotel and the nearest international airport must be no more than 150 kilometers and between the hotel and the venue no more than 30 minutes by car. If the distance between the hotel and the nearest international airport is over 150 kilometers by car, the organizer must arrange transportation for teams with a maximum additional cost of 25 € / person for a return trip.

2.2 CANCELLATION / POSTPONEMENT

- If the event organizer has difficulties organizing the event on the scheduled dates, it must immediately inform the EGCA Competition Committee. In all cases this must be at least 60 days before the event start date;

- The organizer must seek to agree new dates for the event with the EGCA Competition Committee;

- If the organizer must cancel the stage it is responsible for refunding all the payments that the participating clubs have already paid;

- The organizer takes full responsibility for any financial losses incurred due to cancellation or rescheduling of the event.

2.3 DEADLINES

<u>Qualification Stage:</u>

- An organizer of the qualification stage must send the first entry form at least 80 days before the start of the stage and clubs have 10 days to complete and send it back to the organizer. This entry form includes the following information: number of athletes and staff members in a team and preliminary travel plan;

* Attention: If a club has not returned the 1st entry form within the given deadline, it may be withdrawn from the stage and its place will be offered to another club. This decision is at the discretion of the EGCA Competition Committee.

- The organizer must send the invoice for the participation fees related to the first entry form no later than 60 days before the start of the stage to the clubs, who have 15 days to pay.

* Attention: Once the club has paid the participation fees, it can no longer reduce the number of its participants without charge. Adding additional participants is possible, but additions or changes must be made no later than one week before the start of the stage.

- The organizer must send the 2nd entry form no later than 45 days before the start of the stage to the clubs, who then have 15 days to submit the required information, including exact athlete and staff member details (full name, date of birth, shirt number / role in the team, classification status, and any diets or allergies) as well as exact travel information and room list for the accommodation;

- The organizer should send all the relevant information about the tournament (game schedule, team line-ups, list of referees, transportation schedule etc.) to the participating clubs, referees and EGCA representative no later than 14 days before the start of the stage;

- The organizer should ensure with the EGCA representative that all the relevant information of the stage will be updated on egca.info website not later than 10 days before the start of the stage.

Final stage, Women's Champions League, Youth Championships & European Cup

- The registration for these competitions closes 4 months before the start of the competition;

- The organizer must send the 1st entry form to participating clubs no later than 90 days before the start of the tournament. The participating clubs must return the 1st entry form no later than 80 days before the start of the tournament and must include the number of athletes and staff members as well as the travel plan;

* Attention: If a club has not returned the 1st entry form within the given time, it may be withdrawn from the stage and its place will be offered to another club. This decision is at the discretion of the EGCA Competition Committee. - The organizer must send the invoice of participation fees related to the 1st entry form no later than 65 days before the start of the tournament to the clubs, who have 15 days to pay.

* Attention: Once the club has paid the participation fees, it can no longer reduce the number of its participants without charge. Adding additional participants is possible, but additions or changes must be made no later than one week before the start of the tournament.

- The organizer must send the 2nd entry form no later than 45 days before the start of the tournament to the clubs who then have 15 days to submit the required information including exact athlete and staff member details (full name, date of birth, shirt number / role in the team classification status, and any diets or allergies) as well as exact travel information and room list for the accommodation;

-The organizer should send all the relevant information about the event (game schedule, team line-ups, referees, transportation schedule etc...) to the participating clubs, referees and EGCA representative no later than 14 days before the start of the event;

- The organizer should ensure with the EGCA representative that all the relevant information of the event will be updated on egca.info website not later than 10 days before the start of the event.

2.4 EGCA REPRESENTATIVE

- EGCA Competition Committee will always nominate one representative from the committee who works physically in the event together with a local organizing committee;

- The organizer covers local transportation, accommodation and meals for the EGCA representative during the event. EGCA covers the representative's other travel expenses;

- The EGCA representative is an individual who is not part of the event as an athlete, coach or staff member.

- The EGCA representative can work in some cases as a referee / technical delegate in the tournament. The EGCA representative may also assist as a commentator / co-commentator on live broadcasts.

The EGCA representative has, for example, the following responsibilities:

A. To represent the Association with the official entities present in the event;

B. To ensure good tournament organization within fair play;

C. To assist the organizer;

D. To collect information and data for communication platforms;

E. To produce a post-tournament report on the organization;

F. To work as a part of the tournament jury.

2.5 FINANCE & FEES

- An organizer of a stage is responsible for securing sufficient funding to ensure that all of the requirements of a high-level competition will be met during the event;

- The organizer can freely make agreements with sponsors and partners to fund the event, provided that all sponsors are appropriate and are not related to political, religious or otherwise sensitive or controversial activities.;

- EGCA Competition Committee can help the organizer identify funding channels but EGCA is not responsible for covering any financial losses or shortfalls of the event for the organizer;

- In some cases main sponsors of EGCA should have their logos and advertisements displayed at the venue of the stage as well as in the live broadcast;

- EGCA logo should be shown on every tournament banner and poster;

- Full participation fee / person for 3-night events is maximum 280 € and for 4-night events 370 €. The full participation fee includes all the requirements which are presented in this document as well as the 10 € licence fee / person (athletes, coaches and staff members) that the organizer must pay to EGCA at least one week before the start of the tournament:

- Light participation fee / person is maximum 115 € for 3-night events and 150 € for 4-night events and it includes:

* Participation in the tournament

* Transportation from the airport, central railway station or harbour on arrival day to the accommodation place and back on departure day.

* Lunch during competition days.

* 10 € licence fee / person (athletes, coaches and staff members) that the organizer must pay to EGCA at least one week before the start of the tournament.

Attention: If a club chooses the light participation fee they are responsible for arranging accommodation, meals (except lunch) and transportation between their accommodation and the venue during competition days;

- If the travel distance between the nearest international airport and the accommodation is over 150 kilometers by a car, the organizer must arrange transportation for teams with maximum additional cost 25 € / person for a return trip.

2.6 FIRST-AID

- The organiser must appoint a responsible person in charge of first aid at the event;

- In cases of severe injury, the organizer must be prepared to transport the injured player to hospital, assist them during treatment and provide transportation back to the hotel, venue or airport afterwards.

2.7 EQUIPMENT

- The organizer of an event is responsible for providing and ensuring that there is sufficient equipment for the tournament, including:

* Goalball goals;

* Court tape and tactile string;

* Game balls (one ball per 4 games) and a new ball for the final game of the tournament;

* Eye-patches;

* Suitable skin tape for securing the patches;

* Scoreboard and timer;

* Writing equipment for the scorekeeper;

* 10 second timers for 10 second referees;

* First-aid equipment.

2.8 LIVE BROADCAST

- All the games of the EGCA - Champions League, Women's Champions League, Youth Championships and European Cup 2027 must be broadcast live on Goalball TV YouTube channel with English commentary;

- The organizer is responsible for providing all the equipment which is needed for the live broadcast (EGCA offers only technical help);

- The organizer is responsible for obtaining English commentary for the live broadcast in co-operation with EGCA Competition Committee;

- The organizer is responsible for covering the expenses of the live broadcast (technical equipment & commentators);

- The organizer should nominate a responsible person for the live broadcast and ensure that there is always someone to help with the live broadcast issues;

- The only commentary language on GoalballTV YouTube channel is English. If the organizer wants to have a commentary in their home language, they must use their own YouTube channel, website or social media platform for that purpose.

2.9 LOCAL TRANSPORTATION

- The organizer must arrange transportation for teams,referees and EGCA representative from the nearest international airport, central railway station or harbour before the event and back after the event;

- The organizer must also arrange transportation for teams, referees and EGCA representative during competition days if the walking distance between the hotel and the venue is over 1 kilometer;

- Local transportation should be made by a car, minibus, or bus (not public transportation).

2.10 OFFICIALS

- All the officials may come (goal judges, score keepers, timers and live broadcast monitors) from the same country as the organizing club;

- There must always be an announcer at the venue during the competition who announces in English;

- The organizer is responsible for recruiting, training, scheduling and supervising officials.

2.11 PENALTY

- Depending on the EGCA representative's report and all the feedback that EGCA Competition Committee will get from the participating clubs and referees about an event, the Competition Committee can impose a maximum penalty of 500 € for an organizer who has neglected its obligations and responsibilities which are detailed in this document.

2.12 REFEREES & TECHNICAL DELEGATE

- The organizer must invite 6-12 referees, depending on the number of games. EGCA Competition Committee can also help to provide the contact details of referees. The organiser must obtain prior approval from the EGCA Competition Committee for the referee list before issuing invitations;

- Referees must be IBSA level II or III. Experienced referees who are no longer IBSA-classified may be allowed but the organizer must request special permission from the EGCA Competition Committee;

- Maximum 50 % of referees can come from the same country as the organizing club of the event;

- A referee is not allowed to officiate a match involving a team from their own country;

- The organizer should cover travel costs as well as local transportation, accommodation and meals during the event for the participating referees;

- The organizer must name the chief referee or the technical delegate for the competition together with the EGCA Competition Committee. The chief referee / technical delegate has the following responsibilities:

a) Create the schedule for referees

b) Monitor the work of goal judges and table officials (educate them if needed)

c) Fill in the tournament protocols and provide teams with this information

d) Take care of the courts' technical requirements, change game balls, remove all defects as soon as possible

e) Check that team line-ups and athlete identities comply with EGCA - Champions League 2027 regulations

f) Work as a part of the tournament jury

- IBSA Level I referees and nationally certified referees may also be used as 10-second referees, but for a maximum of six matches per day.

2.13 RESPONSIBLE PEOPLE

- The organizer should nominate for the event (a person can have more than one task):

* Tournament Director (a person who takes care of all the contacts between the organizer and EGCA, participating clubs, referees and media representatives);

* Chief referee / technical delegate (an experienced person who takes care of all the important and urgent issues, tournament equipment and ensures that the stage runs according to the regulations). EGCA Competition Committee will help in this case.

* Person responsible for the live broadcast (a person who can deal with livestream equipment and handle technical issues. This person also ensures that there is always someone to assist the live broadcast team in their work)

* Person responsible for the results, website & social media updates

* Person responsible for first-aid: the organizer should provide all the equipment for first-aid and also be ready to help people to get to a hospital in some serious injury cases.

* Person responsible for safeguarding, whose duties include arranging event security/stewarding and also carrying out background checks or equivalent checks for the event's officials and volunteers.

2.14 SOCIAL MEDIA & EGCA WEBSITE

- The organizer of the event is responsible for promoting the stage on social media together with EGCA media group;

- It's recommended that the organizer creates a Facebook or Instagram page for the tournament providing information, results and photos;

- The EGCA Media Group, EGCA representative and the person responsible for results will work together in the WhatsApp Group to ensure that all the results and scorers will be updated and some photos will be provided from the competition. EGCA Media Group is primarily responsible for updating results on EGCA social media channels and egca.info website.

2.15 TROPHIES

- The organizer of a Champions League qualification stage is responsible for providing medals for the Top 3 teams and trophies for:

* The best team of the stage

* The most valuable player (MVP) of the stage (recommented that teams have a chance to vote)

* Also the best scorer can be awarded but it's not compulsory

- An organizer of the Champions League Final Stage, Women's Champions League, Youth Championships and European Cup is responsible for providing medals for three best teams of the tournament, and trophies for:

* The winner of the tournament;

* The best scorer of the tournament;

* The MVP of the tournament.

2.16 VENUE

- The organizer is responsible for providing a high-quality sports hall(s) to be used as the venue for the event;

- The recommended court area is at least 30 meters long and 20 meters wide;

- There must be a proper spectator area at the venue;
- There should be a proper sound system at the venue for the announcer and for music;
- There must be air conditioning at the venue;
- There should be at least four changing rooms at the venue and changing rooms should include showers;
- Toilets should also be located close to the changing rooms;
- There should be an appropriate area for warming-up at the venue, where teams can throw the ball.