



REQUEST FOR PROPOSAL

Bid Document to Host 2028 Pan-American Olympic Qualifier

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1 – INTRODUCTION

Thank you for your interest in partnering with Wrestling Canada Lutte (WCL) as we explore the possibility of hosting the 2028 Pan-American Olympic Qualifier. Hosting this event requires capacity and strong community engagement, and we appreciate your willingness to consider this opportunity.

This Request for Proposal (RFP) invites host organizing committees, municipalities, and event partners to submit information that will help us assess the feasibility of developing a formal bid.

2 – PURPOSE

The purpose of this RFP is to gather foundational details about your community’s capacity to host this event, including venue readiness, accommodation capacity, transportation infrastructure, volunteer resources, and overall event delivery capabilities.

It is essential to note that **this RFP represents the first step in our evaluation process and does not constitute a commitment by WCL to submit an official bid.** The information collected will support the internal assessment by WCL’s Events & Hosting Advisory Committee (EHAC) of whether pursuing a formal bid is viable.

3 – EVENT

Event: 2028 Pan-American Olympic Qualifier

Dates: March 31 to April 2, 2028

Styles: Freestyle (FS), Women’s Wrestling (WW), Greco-Roman (GR)

Age Group: Senior

The event will include the following general schedule:

- Tuesday, March 28, 2028: team arrivals
- Wednesday, March 29, 2028: team arrivals
- Thursday, March 30, 2028: technical meetings & venue setup
- Friday, March 31, 2028: day 1 competition
- Saturday, April 1, 2028: day 2 competition
- Sunday, April 2, 2028: day 3 competition & venue takedown
- Monday: team departures & venue takedown

Detailed organizing requirements are available in Appendix A.

4 – BID EVALUATION

All proposals will be reviewed and assessed by WCL’s Events and Hosting Advisory Committee (EHAC), based on the scoring matrix in Appendix B.

Proposals that fail to meet the required hosting requirements may be rejected unilaterally by the EHAC.

Following a review of all submitted RFPs, WCL may invite selected communities to engage in a more detailed bid development process. Only after this subsequent phase will WCL determine whether to proceed with an official bid to United World Wrestling (UWW).

5 – WHAT WE ARE LOOKING FOR

We encourage prospective hosts to demonstrate:

- A clear vision for the event and its legacy
- Strong community, municipal, provincial and stakeholder support
- Access to suitable sport and ancillary facilities
- Experience and / or capacity to host major events
- A commitment to delivering an exceptional experience for athletes, spectators, partners and volunteers

6 – SUBMISSION

Please submit a completed bid document AND supplementary documents in a single PDF file to: info@wrestling.ca. We will also accept files via cloud sharing for large file sizes. All proposals must be submitted by end of day July 31, 2026.

In completing your bid document, it is critically important for the candidate to be very familiar with the requirements outlined in the hosting regulations. Submissions should be succinct but provide sufficient information to enable WCL to analyze, assess and compare the submission (do not assume that evaluators know your venue, location or personnel).

7 – NEXT STEPS

Prospective host organizing committees are invited to review the full RFP package and submit the bid document (including supporting information) by the deadline indicated. Our team will review all submissions and may follow up with any questions or requests for clarification.

We look forward to exploring the potential to collaborate on hosting an outstanding international event.

For questions or additional information, please contact Jolene Wong, Events & Program Manager (jwong@wrestling.ca) at your convenience.

APPENDIX A – ORGANIZING REQUIREMENTS

United World Wrestling (UWW) has specific requirements for the organization of all international competitions. WCL sanctioned international events will operate in accordance with UWW event regulations, as well as:

- The HOC will comply with any WCL, Sport Canada or Government of Canada requirements, commitments or obligations for international Hosting of Events;
- Unless specified otherwise, any Sport Canada hosting grants specific to the Event in question will be directed by WCL to enable the HOC in operating that event and/or offset eligible costs for the event.

Supporting Resources from United World Wrestling

- General Information: <https://uww.org/about-events/olympic-games-qualifier>
- Technical Requirements: https://cdn.uww.org/2026-05/requirements_uww_championships_2026.pdf
- General event requirements & regulations: <https://uww.org/about-events/general-requirements-regulations>
- Number of athletes and beds per event for the years 2022/2023*: https://cdn.uww.org/2024-08/numbers_participants_rooms_2022_2023.pdf
- Number of athletes and beds per event for the years 2023/2024*: https://cdn.uww.org/2024-12/numbers_participants_rooms_2023_2024.pdf
- Number of athletes and beds per event for the years 2024/2025*: https://cdn.uww.org/2026-01/numbers_participants_rooms_2024_2025.pdf

*Note: Senior Pan-American Championships is the closest event for comparison purposes.


Event Rights:

- Income from advertising
- Income from ticket sales
- Income from accommodation fees

Event Obligations:

- Venue capacity minimum 5,000 seats
- Hosting fee 50,000 CHF (subject to change)
- Inspection visit
- Travel costs 10 international technical officials (ITOs)
- Accommodation costs 40-45 ITOs and staff
- Representation fees 10 ITOs, 100 CHF per day

APPENDIX B – BID EVALUATION MATRIX

	Evaluation Criteria	Score 0=low /none 1= weak/poor 2=average 3=good 4=outstanding / strong	Weighting	Weighted Score
Financial	Financial capacity of HOC			
	External fundraising			
	Government grants		5	0
	Tourism support			
Sport technical requirements	Venue & training hall			
	Equipment & information technology		5	0
Ancillary requirements	Accommodations			
	Medical			
	Communications & promotion		4	0
Location	Ease of travel based on location			
	Proximity between airport - hotel - venue		4	0
Support	Tourism / municipality office			
	PTSO			
	Club		3	0
HOC History	Prior experience hosting events			
	Past compliance			
	Volunteer strength		2	0
Legacy impact & participant experience			2	0
			Total	0

APPENDIX C – BID DOCUMENT

HOST ORGANIZING COMMITTEE (HOC)

Candidate city:

Please provide the details of the contact person from the HOC for the bid:

Name:

Title:

Telephone:

Email:

Please describe any prior experience hosting national or international wrestling events:

SPORT TOURISM BODY

Please provide the details of the contact person from the sport tourism body for the bid:

Name:

Title:

Telephone:

Email:

- Attach to this file a letter of support from the local sport tourism body
- Attach to this file a letter of support(s) from other organizations (eg. PTSO, local club, other).

EVENT

Name of Event:	2028 Pan-American Olympic Qualifier
Styles:	Freestyle (FS), Women’s Wrestling (WW), Greco-Roman (GR)
Dates:	March 31 to April 2, 2028

Outline your vision and primary objectives for hosting the event:

Explain how hosting any of the above event can contribute to WCL and UWW strategic goals and wrestling in general:

Please describe how your community will support the event (eg. existing volunteer base, local partners/sponsors, etc.):

List any events (sporting or other major events) that are taking place or may take place in your city during the two weeks before and the two weeks after, or during, the proposed dates:

HOST HOTELS

Total # of hotels with 100 room capacity:

Suggested hotels for teams, referees, UWW Staff and UWW Bureau, along with their alternative options (backup hotels):

Proposed user:	Teams / Delegations	
Hotel name:		
Hotel address:		
Hotel website address:		
Last year of renovations:		
Room type	Hotel capacity (# of rooms)	Room rate (include taxes & fees)
Single (king or queen)		
Double (2 beds)		
Double (1 bed & 1 pullout)		
Triple (3 beds)		
Hotel rating (stars):		
Is breakfast included?		
Is there an airport shuttle?		
Meeting spaces:		
Hotel amenities (eg. restaurants, gym, room services, etc.)		

Proposed user:	Referees
Hotel name:	
Hotel address:	
Hotel website address:	
Last year of renovations:	

Room type	Hotel capacity (# of rooms)	Room rate (include taxes & fees)
Single (king or queen)		
Double (2 beds)		
Double (1 bed & 1 pullout)		
Triple (3 beds)		
Hotel rating (stars):		
Is breakfast included?		
Is there an airport shuttle?		
Meeting spaces:		
Hotel amenities (eg. restaurants, gym, room services, etc.)		

Proposed user:	UWW delegates (VIPs)	
Hotel name:		
Hotel address:		
Hotel website address:		
Year of last renovation:		
Room type	Hotel capacity (# of rooms)	Room rate (include taxes & fees)
Single (king or queen)		
Double (2 beds)		
Double (1 bed & 1 pullout)		
Triple (3 beds)		
Hotel rating (stars):		
Is breakfast included?		
Is there an airport shuttle?		
Meeting spaces:		
Hotel amenities (eg. restaurants, gym, room services, etc.)		

Proposed user:	Backup hotel(s)	
Hotel name:		
Hotel address:		
Hotel website address:		
Year of last renovation:		
Room type	Hotel capacity (# of rooms)	Room rate (include taxes & fees)
Single (king or queen)		
Double (2 beds)		
Double (1 bed & 1 pullout)		
Triple (3 beds)		
Hotel rating (stars):		
Is breakfast included?		
Is there an airport shuttle?		
Meeting spaces:		
Hotel amenities (eg. restaurants, gym, room services, etc.)		

Attach to this file a brochure (or link to an online brochure) for each hotel.

COMPETITION VENUE

Name of Venue:	
Address:	
Website:	
Year of construction:	
Year of last renovation:	
Seating capacity:	

Has the venue been used for wrestling before? Yes No

If yes, for what competition?

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FIELD OF PLAY

Dimensions and type of floor surface for the competition area:

Is the venue equipped with a video scoreboard? Yes No

If yes, please provide details and dimensions:

If no, please explain your proposed solution:

Is the warm-up area next to the competition area? Yes No

If no, please explain your proposed solution:

CHANGING ROOMS

Number of changing rooms for wrestlers:
Number of changing rooms for referees:
Number of showers:

Please describe whether the venue has any special facilities (eg. sauna, fitness room):

MEETING ROOMS

Number of rooms with a 75+ person capacity (including approximate dimensions): Number of rooms with a 30 person capacity (including approximate dimensions):

Is there a space that can serve as an office for UWW delegates? Yes No

If yes, please provide details:

Is there a referee room (capacity of 100-persons with video system)? Yes No

If yes, please provide details:

Is there a space that can serve as a VIP area? Yes No

If yes, please provide details:

Is there a space that can serve as a relaxation area for wrestlers? Yes No

If yes, please provide details:

Is there a relaxation room with refreshments for referees? Yes No

If yes, please provide details:

Is there a relaxation room with refreshments for UWW delegates? Yes No

If yes, please provide details:

Please provide details on catering availability / meal options at the competition venue (eg. post weigh-in breakfast) and / or other concessions:

Number of parking spaces at the competition venue:

- Attach to this file (or provide a link to) a detailed schematic of the competition venue and the adjoining rooms and spaces.

TRAINING HALL

Name and address of the training hall (if different from competition venue):

Can the training hall be reached on foot from the hotel?

Yes

No

If no, how often is transportation provided?

Number of mats available in the training hall:

EQUIPMENT

WRESTLING MATS

Confirm that the below required UWW* approved new mats will be purchased

Yes

Field of Play	Warm-up area	Training area
3 + 1 backup	3	3
OR	OR	OR
2 + 1 backup	2	3

*UWW will confirm the number of mats.

Specify the brand:

INFORMATION TECHNOLOGY

Provide details on the following equipment:

Internet access and connections (high speed):

Computers & photocopiers for the competition secretariat:

Digital scales and projection equipment for the weigh-in room:

Public announcement system:

TRANSPORTATION

Name of nearest international airport (include airport code):

Please indicate the distances (in KM) between the various venues / sites:

	Competition Venue	Training Hall	Hotel 1 (teams)	Hotel 2 (referees)	Hotel 3 (VIPs)	Airport
Competition Venue						
Training Hall						
Hotel 1 (teams)						
Hotel 2 (referees)						
Hotel 3 (VIPs)						
Airport						

Attach to this file (or provide a link to) a map (to scale) showing the competition venue, UWW hotels, wrestlers’ hotel, referees’ hotel, hospitals, and other sites mentioned in the bid.

Provide details on your transportation plans, including:

Reception and transport from the airport to hotels for all delegations:

Availability of an individual car for UWW delegates:

Transport to the competition venue and training site for the wrestlers:

Transport to the competition venue for the referees:

COMMUNICATION & PUBLIC RELATIONS

Provide details on your plans for communication and promotion of the event and strategies to increase attendance:

Provide details on your plans for onsite press operations:

Provide the name(s) and type of media associated with the event:

Provide a general summary on your plans for the opening and closing ceremonies:

Provide a general summary on branding and signage at the competition venue and ancillary facilities:

MEDICAL & DOPING CONTROL

Provide details on the number of and availability of medical personnel and equipment in the training hall:

Provide details on the number of and availability of medical personnel and equipment during medical examination:

Provide details on the number of and availability of medical personnel and equipment during competition:

Please provide details on the number of and availability of the following:

A first aid / medical room at the competition venue:

How far (in KM) is the nearest hospital to the competition venue? Availability of ambulances and stretchers at the competition venue:

Please describe the proposed set-up for doping control at the competition venue (i.e. doping control room & private, secured isolated washroom facilities):

FINANCE

Please briefly explain how the event will be financed. Include information on existing resources, external fundraising and sponsorship, government resources, tourism resources and other:

- Please attach a provisional budget (see Appendix D). IMPORTANT – please clearly indicate whether revenues are confirmed.

SECURITY

Please provide details about the type of security that will be provided in the competition venue and ancillary facilities:

SUSTAINABILITY & LEGACY

WCL & UWW are committed to promoting practices within the sport of wrestling which are environmentally sustainable and setting new standards in sustainable sports event management. Please provide a brief explanation of any planned measures and / or activities to sustainability (eg. mobility, waste management, education, etc.):

Sustainability and legacy are interrelated and complementary, but distinct. Please explain which long-term benefits will be brought to the city / region, people and Olympic movement by the event (eg. equipment, infrastructure, volunteers, other):

OTHER

Please provide any other information that is unique to your bid and / or that will enhance the event:

HOC COMMITMENT

We, the HOC applicant, agree and acknowledge:

- That the contents and representations in this bid document have been made in good faith and to the best of our knowledge are true;
- That this RFP does not constitute a commitment by WCL to accept and submit an official bid to United World Wrestling.

HOC Applicant: _____ Date: _____

APPENDIX D – BUDGET TEMPLATE

REVENUE	AMOUNT	NOTES
Team Fees		
Federal		
Provincial		
Municipal		
Sport Tourism		
Ticket Sales		
Sponsorship		
VIK		
Other		
EXPENSES		
Bid process fees		
UWW delegates		
Transportation		
Hotels		
Meals		
Venue		
IT (technology)		
Staging		
Equipment (mats)		
Equipment (other)		
Medical		
Doping control		
Protocol		
Mktg & Comms		
Administration		
NET		