



## **EXPRESSION OF INTEREST EVENT HOST** **2025 Mountain Bike National Championships**

### **INTRODUCTION**

Cycling New Zealand (CNZ) invites applications for a Host/s for the **2025 Mountain Bike National Championships (Downhill – DHI and Cross Country – XCO)**.

The Mountain Bike National Championships are the pinnacle event on the domestic MTB calendar for competitive riders. Held annually, the event currently attracts around 300 riders per year, awards national jerseys, UCI points and national championship medals.

The 2025 event date is to be confirmed by Cycling New Zealand in consultation with the successful host, Mountain Bike New Zealand (MTBNZ), and considering key UCI and Oceania event dates. However, it is likely the event will take place at the end of February. CNZ welcomes host applications for individual disciplines and if separate hosts are appointed the events will be held on separate weekends.

CNZ is responsible for, and oversees the delivery of all National Championship events, and are looking for an affiliated club to deliver appropriate courses across XCO and DHI. The courses must be of national standard and have suitable event HQ facilities, venues with great riding potential, convenient traveler access, and passionate volunteers to support the delivery of the event.

CNZ wish to work with a host who are committed to working collaboratively and respectfully; to continue to raise the standard of the National event.

It is important to ensure that the host venue provides a national standard course to all riders, therefore, applications to host XCO or DH separately will be accepted.

**Applications are invited from both North and South Island hosts.**

Additional weight will also be given to applications that demonstrate a long term event hosting strategy in which the hosting of the National Championships provides opportunity for them to either increase or demonstrate their capability.

The event is required to be in accordance with UCI Regulations, MTBNZ Technical Regulations and the Cycling New Zealand Event Certification program. A contract will be issued to the successful partner outlining responsibility.

Cycling New Zealand retain all financial responsibility and risk for the event and retain all sponsorship and marketing rights. All income **and** expenditure is the responsibility of Cycling New Zealand. The event host will receive a donation of \$1000 per discipline in recognition for their time and volunteer resources.

For more on the event see here [www.mtbnationals.nz](http://www.mtbnationals.nz)

### **Cycling New Zealand and MTBNZ Overview:**

Cycling New Zealand and Mountain Bike New Zealand (MTBNZ) work in partnership and collaboratively to support the event and the wider objectives of Mountain Biking in New Zealand.

Cycling New Zealand is the National Sports Organisation for all cycling codes in New Zealand, representing the interests of; Road & Track, Mountain Bike, BMX, and Schools Cycling. Cycling New Zealand is responsible for and oversees the delivery of all National Championship events.

MTBNZ is responsible for supporting the development and growth of both competitive and recreational mountain biking.

Mountain Bike New Zealand and Cycling New Zealand work together to grow and develop mountain biking as a sport for New Zealanders, through promoting participation and membership, development pathways, securing and administering national and international level competition.

As the sports' volunteer member organisation, MTBNZ represents Clubs and interfaces with them to inform its members.

More on Cycling New Zealand here <https://www.cyclingnewzealand.nz/> . More on MTBNZ here <https://www.mtbnz.org.nz/>

### **Key Services of the Host:**

#### **Operational Delivery**

- Nominate key persons to support Cycling New Zealand in the delivery of the event
- Provide agreed numbers of volunteers to fulfil roles as required. Including but not limited to: race /course manager, marshals, village set up and pack down, parking management etc
- Prepare and present, agreed and appropriate courses in accordance with the MTBNZ Technical Regulations (including any trail preparation, course marking, marshals and any equipment required to do so)
- Support event Health and Safety practices, management and reporting processes as instructed by Cycling New Zealand
- Provide any local supplier or sponsor introductions to Cycling New Zealand

- Introduction to Council representatives (if applicable) and other key stakeholders
- Other tasks as requested.

**Relationships**

Support Cycling New Zealand and event specific objectives

Work closely with Cycling New Zealand to develop a strong and mutually respectful relationship

Ensure professional, prompt, respectful and open lines of communications are created and maintained

Work closely with Cycling New Zealand to create, identify and support the delivery of benefits for key stakeholders

Work closely with Cycling New Zealand to ensure information is provided in a timely manner to be disseminated

Ensure Cycling New Zealand’s brand and brands of key supporters are appropriately represented.

**Event Objectives:**

- To deliver a safe and fair event
- To support and deliver best practice event delivery standards
- To ensure courses are of an International standard
- To establish strong working relationships between CNZ and host
- To provide legacy benefits to the Event Delivery Partner
- To showcase competitive Mountain Biking
- To recognise performance and encourage participation
- To increase rider satisfaction
- To deliver outcomes for all stakeholders

**Key Relationships:**

Cycling New Zealand – Event Manager

Chief Commissaire (PCP)

**Event Structure:**

Cycling New Zealand is the Event Organiser and provide key staff to enable effective event planning and delivery. The Event Host is responsible for providing key persons to prepare and deliver safe and appropriate courses, and to support the overall planning and the volunteer and marshal requirements; to ensure the event is safely and effectively delivered to the required standard.

An outline of key roles and who is responsible and an example of the event delivery structure are below:

Key Role	Appointed by
Event Director and Event Manager	Cycling New Zealand
PCP and Commissaires	MTB Technical Panel
Contractors	Cycling New Zealand
First Aid	Cycling New Zealand

Race Manager (including course set up/management)	Event Host
Site Manager	Event Host
Marshalls and other volunteers	Event Host

### **Application Process:**

Applications are invited from interested event hosts and should include:

- Confirmation of disciplines applying for (DH, XCO or both)
- Proposed event location/venue
- Confirmation of venue support (e.g. if the venue is owned by the council or privately, those stakeholders are in support)
- Confirmation of any costs associated with the venue (e.g. venue hire etc)
- Confirmation of any key services that are provided by the venue and the likely cost (existing shuttle service, existing first aid providers, timing systems etc)
- Confirmation of Club support (e.g. Club President)
- Indicate their ability to deliver on the proposed dates
- Demonstrate relevant event delivery experience
- Outline any equipment that would be available to utilize (e.g. gantry, fencing, timing system and if this would be at any cost)
- Proposed courses
- Nominated key contact
- Demonstrated ability to attract required volunteers over the event duration including set-up and break-down
- Indicate funding opportunities (council or local trust funding or corporate support) that may/would assist the event (Note: Cycling New Zealand will make any applications)
- Demonstrated ability to support the Event Objectives
- Identification of key reason for application and outcomes wanting to be achieved
- Acceptance of donation
- State if host is applying for MTBNZ series events and if so, indicate preference order.

*For further information please contact:*

*The Events Team*

*Email: [events@cyclingnewzealand.nz](mailto:events@cyclingnewzealand.nz)*

Applications should be sent via email.

For more information, click [here](#) to view the Event Organisers Tool kit