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**Fall**

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**APPLICATION DOCUMENT**

**Invitation to Apply for Hosting Rights of:**

**ITTF WORLD TABLE TENNIS PARA CHAMPIONSHIPS 2026**

A large room with tables and chairs

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**ABOUT THE DOCUMENT**

The hosting rights of the ITTF World Table Tennis Para Championships 2026 are now available and open for application.

The World Para Championships is the **most prestigious World Title Event** for Para players sanctioned by the ITTF.

Organized within a period of 7 competition days, accommodating a maximum of 320 players, the following World Titles are decided:

* Women’s Singles by classes
* Men’s Singles by classes
* Women’s doubles (class combinations TBD)
* Men’s doubles (class combinations TBD)
* Mixed doubles (class combinations TBD)

It will definitely be a **valuable addition to your sporting calendar** for the year, and we would like to invite all interested **cities, associations and organisations** to apply for the **hosting rights. Please note that all applications must be submitted with the support of the respective ITTF Member Association.**

To submit your application, please complete this application document form and attach any additional documents or information, such as hosting rights fees, which will help you in your application.

Please try to give as many details as possible to improve your application. It is fine if certain fields cannot be answered, but the more detailed the application the better chance of success.

**Deadline**

**14 November 2023 at 23:59 CET**

Please send all documents by email to both:

**Ms Constantina Crotta**

[tcrotta@worldtabletennis.com](mailto:tcrotta@worldtabletennis.com)

**Mr Pablo Perez**

[pperez@ittf.com](mailto:pperez@ittf.com)

**1. INTRODUCTION**

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| **Proposed Date**  (DD MMM to DD MMM YYYY)  The Championships will be held over a period of seven (7) competition days. | **Preferred Dates:** |  |
| **Alternative Dates:** |  |
|  |
|  |
| **Place**  City, Country |  | |
| **Events to be Included** | **Women’s Singles by classes**  **Men’s Singles by classes**  **Women’s Doubles (class combinations TBC)**  **Men’s Doubles (class combinations TBC)**  **Mixed Doubles (class combinations TBC)** | |

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| **Organization** |  |
| **Is your organization affiliated with official table tennis body?**  **If yes, please state Affiliated Member Association  (Table Tennis)** |  |
| **Contact Person** |  |
| **Position** |  |
| **Telephone** |  |
| **Email** |  |

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| --- | --- |
| Are you prepared to offer Visa to all qualified participants and accredited officials? | YES / NO |

**2. VENUE GENERAL INFO**

|  |  |
| --- | --- |
| **Venue Name** |  |
| **Address** |  |
| **Nearest City** |  |
| **Nearest Airport** |  |
| **Contact Person** |  |
| **Position** |  |
| **Telephone** |  |
| **Email** |  |

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| **Proposed Date for virtual/remote inspection (no later than 31 December 2023)** |  |
| **Proposed Date for in-person inspection (no later than 30 April 2025)** |  |

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| **Spectators Capacity**  Minimum 500 | **Permanent Seating** |  |
| **Temporary Seating for additional capacity** |  |
| **Type Of Seats** |  | |
| **Wheelchair Access** |  | |
| **Parking Capacity** |  | |
| **Is there air-conditioning?**  **If yes, will it affect play in the playing area and training area?** |  | |

**3. EVENT GENERAL INFO**

|  |  |
| --- | --- |
| **Participation Capacity**  **(Hospitality etc.)** |  |
| **Hotel Name(s)** |  |
| **Address** |  |
| **Website** |  |
| **International Standards**  Star Rating |  |

**4. HOSTING GOALS & EVENT IMPACT**

|  |  |
| --- | --- |
| **1. HOSTING GOALS** | |
| **1.1 What are your goals and motivations for hosting the event?** |  |
| **1.2 What do you want to achieve by hosting this event?** |  |
| **1.3 How do you think this event can help you achieve your ultimate goal?** |  |
| **2. EVENT IMPACT & LEGACY** | |
| **2.1 What are the impacts of the event on local & regional Table Tennis development – players, event organizational skills etc?** |  |
| **2.2 What are your main legacy plans for this event?** |  |
| **2.3 What other events or activities do you intend to organize to continue the momentum?** |  |

**5. EVENT VENUE REQUIREMENTS**

|  |  |  |  |
| --- | --- | --- | --- |
| **1. PLAYING AREA** | | | |
| **Area**  Minimum:  - 2 Show court & 6 Regular Competition Courts | **Area (square meters)** | m x m | |
| **Number of Show courts**  (14m x 9m each) |  | |
| **Number of Regular Competition Courts**  (14m x 7m each) |  | |
| **Lighting**  Minimum 1,500 Lux |  | | |
| **Flooring**  Wooden Subfloor or synthetic subfloor.  The organizer must ensure that the official sports flooring provided by the ITTF is used to cover all playing areas in the hall, installed on top of the Wooden Subfloor or synthetic subfloor. | YES / NO | | |
| **Temperature**  Main hall temperature during which event will be held.  Minimum: 16°C  Maximum: 25°C |  | | |
| **Audiovisual** | **Current Set-up**  Please detail number of screens, audio system etc. | |  |
| **Plans to temporarily upgrade AV capacity for event** (if applicable) | |  |
| **Are there any windows or doors that can disturb players?**  Yes/No. If yes, please detail plans to cover the windows or doors. |  | | |
| **Wired Internet**  Please indicate quantity and connection speed | Dedicated wired internet for Working Officials:  **Quantity - Speed -** | | |
| **Wireless Internet**  Yes/No. If yes, please indicate connection speed |  | | |

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| **2. TRAINING AREA**  Training Area must be separated from Competition Area (separate hall/partitioned), but close by | | |
| **Area size** | m x m | |
| **Lighting**  Lux |  | |
| **Flooring** |  | |
| **Wireless Internet**  Yes/No. If yes, please indicate connection speed |  | |
| **Is training area separated or partitioned?**  Please indicate with “x”. | **Separate Hall** |  |
| **Partitioned** |  |

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| **3. CONTROL DESK** | | | |
| **Location**  Control desk is for officials who need full visibility and access to the playing area.  For example: in the main gym, above main gym but with visibility and easy access to courts etc. |  | | |
| **Area size** | m x m | | |
| **Internet** | **Wired Internet** | **Upload Speed** |  |
| **Download Speed** |  |
| **Wireless Internet** | **Upload Speed** |  |
| **Download Speed** |  |

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| **4. COMMENTARY BOX/DESK** | |
| **Location**  Please see attached TV Guide for more information on Commentator’s position requirements |  |
| **Area size** | m x m |
| **Wireless Internet**  Yes/No. If yes, please indicate connection speed |  |

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| **5. PLAYERS’ AREA** | | |
| **Player’s Lounge** | **Area Size** | m x m |
| **Refreshments Provided** |  |
| **Changing Rooms** | **Number For Men** |  |
| **Number For Women** |  |
| **Wireless Internet**  Yes/No. If yes, please indicate connection speed |  | |

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| **6. TECHNICAL OFFICIALS AREA** | | |
| **Referee and Umpire’s Lounge** | **Area Size** | m x m |
| **Refreshments Provided** |  |
| **Racket Control Room** | m x m | |
| **Ball Selection Area** | m x m | |
| **Wireless Internet**  Yes/No. If yes, please indicate connection speed |  | |

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| **7. MEDIA AREA** | | | |
| **Draw & Press Conference Room** | **Area Size** | | m x m |
| **Capacity**  Number of people it can fit | |  |
| **Audio Visual Provided**  At least 1 projector and screen required. | |  |
| **Mixed Zone** | **Area Size** | | m x m |
| **Backdrop Size**  Minimum 2m height, minimum width 4m. | | m HT x m |
| **Easy Access for Media?** | |  |
| **Easy and Compulsory Access for Players Leaving Playing Hall after Match?** | |  |
| **Wireless Internet**  Yes/No. If yes, please indicate connection speed |  | | |
| **Media Lounge** | **Area Size** | m x m | |
| **Refreshments Provided** |  | |

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| **8. VIP AREA** | | | |
| **VIP Box/Section**  VIP Section for watching of matches | **Capacity** |  | |
| **Location** |  | |
| **VIP Lounge** | **Area Size** | m x m | |
| **Refreshments Provided** |  | |
| **Lounge Linked to VIP Box Seats?**  Please indicate with “x”. | **Direct link** |  |
| **Easy Access** |  |
| **No easy/direct access** |  |
| **Wireless Internet**  Yes/No. If yes, please indicate connection speed |  | | |

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| **9. OTHERS** | |
| **What other relevant facilities are there?**  Restaurant, Exhibition Space etc. Please indicate size and capacity. |  |

**6. VENUE & MATCH PRESENTATION**

Dressing up the venue is important for the event to look professionally run to spectators as well as TV audiences. In this section, please outline your plans to dress up the venue.

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| **1. FIELD OF PLAY** | |
| **Lighting**  (Eg. Spotlight on TV Table only, while other areas are kept dark etc.) |  |
| **Music**  (Eg. Professional DJ, Volunteer to control music etc.) |  |
| **Entertainment between Matches**  (Eg. Cheerleading, dances, songs, contests, engagement with spectators etc) |  |
| **Dress Up**  (Banners, backdrops, etc) |  |
| **Screens**  (Eg. Scoring, “Live” broadcast etc.) |  |
| **Others** |  |
| **2. OUTSIDE FIELD OF PLAY** | |
| **Results Board**  (Digital/Non-digital)  To keep spectators updated on the event status. |  |
| **Dress Up**  (Banners, backdrops, signs, posters etc) |  |
| **Others** |  |

**7. TRANSPORT AND HOSPITALITY**

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| --- | --- | --- |
| **1. TRANSPORT** | | |
| **Shuttle service between hotel and airport**  Briefly estimate the number of buses, bus frequency and bus capacity. (wheelchair accessible)  Will there be a welcome person at the airport? |  | |
| **Shuttle service between hotel and venue**  Briefly estimate the number of buses, bus frequency and bus capacity. |  | |
| **2. HOSPITALITY** | | |
| **Hotel Name** |  | |
| **Stars** |  | |
| **Address** |  | |
| **Contact Person** |  | |
| **Position** |  | |
| **Telephone** |  | |
| **Email** |  | |
| **Distance to venue** | **Distance In Km** |  |
| **Time In Hrs & Mins** |  |
| **Distance to airport (km)** | **Distance In Km** |  |
| **Time In Hrs & Mins** |  |
| **Capacity** | **Single Rooms** |  |
| **Double Rooms** |  |
| **Triple (or more) Rooms** |  |
| **Meeting Rooms available?** |  | |
| **Package Price/Room**  What is the price of a standard room in full board you are proposing? |  | |
| **Welcome desk in lobby?**  Yes/No. If yes, how many days and the opening hours per day. |  | |
| **Possibilities to put information board in hotel lobby?** |  | |

**8. TV PRODUCTION & BROADCAST**

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| --- | --- |
| **Will TV production be done by a TV Production company or a Host Broadcaster?**  Please provide details such as company name, experience, etc. |  |
| **HD TV Production**  Most Broadcasters have a requirement for HD production in order to broadcast. Hence, producing in HD will greatly boost your application. | Yes / No |
| **Number of Cameras** |  |
| **Number of Matches Planned for TV Production**  Minimum production as per TV Guidelines |  |
| **Local/Regional TV Broadcast Secured?**  Please provide details such as broadcast hours, name etc.  TV Production can be costly if not bartered for TV rights. Please contact the ITTF if more information is required |  |

**9. MEDIA & PROMOTIONS**

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| **Please outline your promotional and media plans** (prior to event and during event) |  |
| **Will there be a dedicated Press Officer?** |  |
| **How many photographers will be available?**  Please note that photos have to be named and uploaded after every match, or when there is a break between matches. |  |

**10. SUPPORTING PARTNERS**

If you already have supporting partners to help your application, please indicate them below.

|  |  |
| --- | --- |
| **Company Name & Details** | **Support Role**  (Eg. Grants given, Transport sponsored, Subsidized Flights etc.) |
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**Complementary Questionnaire for the World Para Championships 2026 Candidate Cities**

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| Sport hall available surface (squared meters) |  |
| Spectator seats |  |
| Type of flooring provided |  |
| Illumination (lux) |  |
| Accessibility access |  |
| Accessible toilets |  |
| Practice hall available |  |

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| --- | --- |
| Number of tables in practice hall |  |
| Accessibility access |  |
| Accessible toilets |  |
| Number of hotels |  |
| Number of rooms per hotel |  |
| Number of accessible rooms for wheelchair |  |
| Price of the stay per day |  |
| Racket control area size |  |
| Internet available on the racket control area? |  |
| Technical officials’ area size |  |
| Internet available in the technical official’s area? |  |
| Media area size |  |
| Internet available in the media area? |  |
| Players’ lounge size |  |
| Internet available in the players lounge? |  |

Thank you for completing this document. Please submit your application, including:

* this application document form
* any additional documents or information that may help you in your application.

Before 31/12/2023, the candidates should be ready to hold the virtual inspection meeting where they will show a comprehensive presentation on the different items described in this form. The presentation should include photos and videos concerning the Venue and Hotels (different room types and common areas with special focus on how accessibility issues are solved).

All documentation must be sent by email to both:

**Ms Constantina Crotta**

[tcrotta@worldtabletennis.com](mailto:tcrotta@worldtabletennis.com)

**Mr Pablo Perez**

[pperez@ittf.com](mailto:pperez@ittf.com)

**Timeline**

19/09/2023 – Announcement of the bidding process to all Member Associations

14/11/2023 – Deadline for receiving applications.

31/12/2023 – Deadline for remote inspections meetings

End of February 2024 – Final Presentations to the ITTF Council

End of February 2024 – Voting by the ITTF Council

[](http://www.ittf.com)**International Table Tennis Federation**

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