



## WEST VIRGINIA

*Secondary School Activities Commission*

2875 STAUNTON TURNPIKE PARKERSBURG, WV 26104  
(304) 485-5494

### **RE: Proposal To Host WVSSAC Girls Wrestling State Tournament**

The WVSSAC is now accepting proposals to host the 2027, 2028, & 2029 State Girls Wrestling Championship.

Listed below you will find specific information and timelines to assist you as you prepare your proposal:

1. Written proposals must be postmarked by May 15, 2026.
2. Tournament to be held in week 34 of NFHS Standardized Calendar (Friday, February 26 and Saturday, February 27, 2027).
3. All proposals received in the office will remain sealed.
4. During the Board of Directors meeting on June 17-18, 2026, the proposals will be opened and reviewed. Representatives will be allotted time to present their proposals to the board of directors.
5. No changes or additions may be made to the proposal after it is received in the WVSSAC office.
6. The Board of Directors will announce the site selection after opening, reviewing and voting on the submitted proposals.

**PLEASE PROVIDE 15 COPIES OF THE PROPOSAL/BID, ENCLOSED AND SEALED IN THE ENVELOPE THAT IS PROVIDED THIS OFFICE. ONLY PROPOSALS/BIDS PROPERLY RECEIVED WILL BE PRESENTED TO THE BOARD OF DIRECTORS FOR CONSIDERATION.**

Each proposal will be approved for a three-year (3) year period with a one-year additional option if all parties involved agree. The agreement for the fourth year will be decided at the conclusion of the third year of the original agreement.

If you have any questions, contact the WVSSAC at 304-485-5494

**Mail to: WVSSAC**

**2875 Staunton Turnpike**

**Parkersburg, WV 26104**

**Attention: Wayne Ryan**

## **WVSSAC State Tournament Proposal Information**

The following items are for consideration for submitting a proposal to host a WVSSAC state tournament. The items are not considered mandatory, and your proposal may include additional items. Proposals will be reviewed for ability to host a quality tournament for athletes and spectators while also ensuring that financial considerations are a priority.

### **GENERAL SPORT CONSIDERATIONS**

#### **FACILITY CONSIDERATIONS**

- Facility meets Fire Marshall and health standards (restrooms, water, concessions, etc.,)
- Handicap accessibility and considerations.
- Sufficient and close parking for spectators, teams (cars, buses, vans, etc....), tournament and WVSSAC personnel.
- Hospitality Rooms and Work Areas- The facility must provide space and hospitality for media, coaches, officials, athletic directors, principals, WVSSAC staff and WVSSAC board of directors.
- Meeting Space: The host must be prepared to provide a meeting space at the facility or proximity for the WVSSAC board of directors, coaches association, officials, and/or committees recognized by the WVSSAC.
- Minimum of 4 wrestling mats.
- Practice/Warm up area.
- Separate and accessible dressing facilities for officials.
- Facility (markings, size, etc.,) conform to National Federation and WVSSAC Rules.
- Lighting: The facility must have fully operable and high-quality lighting for competition and television/video streaming coverage.
- Facility maintenance personnel and provisions to ensure quality competition area.
- Awards presentation-appropriate area, tables, etc.

#### **TEAM CONSIDERATIONS**

- **Lodging:** (complimentary or reduced) for teams.
- **Meals:** The host may provide complimentary or reduced costs for team meals.
- **Information Packets:** Host shall provide welcome or information packets for each participating team which includes, but not limited to, hotel information, bus parking, dining, directions, recreational activities, discount coupons, etc.
- **Hospitality:** Host may provide refreshments to each participating team and game officials.

### **MEDIA CONSIDERATIONS**

- **Media coverage:** The host shall provide adequate workspace/services and hospitality for media covering the state championship. (radio, streaming, television, newspaper, etc.,)
- **Workspace:** The host shall provide a working area equipped with internet connection.
- **Broadcast Position(s):** The host shall provide exclusive space for live radio and or television/video streaming announcers.
- **Tournament Statistics:** The host shall be responsible for securing tournament statisticians to record the live in-tournament statistics of the state championships. (Live game statistics program as prescribed by WVSSAC)
- **Television/Video Streaming Production:** The host shall provide adequate facilities and space for television and/or video streaming production at no cost to the WVSSAC or its media partners. The area of parking for the mobile unit shall be available within 100 feet of the power source (208/240 VAC, single phase, 50 amps). Space for cameras on scaffolding. *(if necessary)*

### **MERCHANDISE / APPAREL CONCESSIONS**

- **Rights:** The WVSSAC has the exclusive right to sell products licensed by the WVSSAC at the state championships and retain all revenue.
- **Concession Space:** The Host shall provide adequate space(s) including power, for the merchandise concession at no cost to the WVSSAC or licensed merchandise concessionaire.

### **TICKETING**

- **Go Fan:** the WVSSAC will control all ticket sales for the state championship utilizing its digital ticketing system unless prior agreement is made between the host and the WVSSAC.
- The host shall ensure that adequate power and internet connections are available at each gate to conduct online ticketing along with adequate personnel to work admissions at the facility.
- **Prices:** The WVSSAC will determine the ticket prices.
- **Control of Venue Seating:** The WVSSAC, with input from the host, shall be responsible for determining the allocation and location of ticket allotments to schools, sponsors, and support groups.

## **COMMERCIAL**

- Media Rights: The radio/audio and television/video rights to all WVSSAC state championships, are owned by the WVSSAC, and granted to its Media Partners under separate agreements.
- WVSSAC Corporate Partner Signage. The WVSSAC shall have the right to display WVSSAC corporate partner banners and/or other WVSSAC signage inside and outside of the competition, practice and ancillary event venue(s) in various locations, including but not limited to within the competition surface and venue exterior without limitation. The WVSSAC shall have the right to display banners and the like (e.g., inflatables, projections, kiosks, decals, window clings, lighting, street teams, logos, etc.) on the concourse (without limitation) and in other areas designated by the WVSSAC inside and outside the competition, practice and or ancillary event venue, identifying its media partners and corporate champions/partners. The host shall provide personnel at no cost to the WVSSAC to hang banners and signage at least one day prior to state championship competition.
- Presenting Sponsors: The WVSSAC shall maintain exclusive right to any presenting and or title sponsor to the state championships and retain all revenue.
- Sponsorships: The host shall not solicit or permit involvement by any corporations or entities whose products may be competition with the WVSSAC's presenting and /or title sponsor. All proposed commercial involvement at the state championship by the host must receive prior approval of the WVSSAC.

## **MARKETING AND PROMOTION**

- The host is responsible for the development and oversight of a marketing and promotional plan (e.g., promotions, advertising, printing) for ticket sales and ancillary events. The WVSSAC will provide approval for the final plan prior to implementation.

## **OFFICIALS**

- The game officials for state championships will be assigned by the WVSSAC. All fees and travel costs will be paid by the WVSSAC.

## **TOURNAMENT OPERATIONS**

- The host will be responsible for securing personnel and equipment necessary to successfully operate the state championships, including but not limited to scoreboard, official scorer, statisticians, security/guards, ticket/gate workers, public address system, public address announcer, music sound system and I.T support on site.

### **MEDICAL CONSIDERATIONS**

- Host will provide an ambulance staffed with licensed EMS on site for teams and spectators
- Hospital within reasonable distance
- Athletic Training: Provided by Marshall University Sports Medicine and Athletic Training. Adequate space must be provided.
- Physician on site for skin checks.

### **WRESTLING SPECIFIC**

- Four (4) properly secured NFHS approved wrestling mats.
- Permanent Seating—18” per occupant. Minimum Capacity (1800)
- Trained staff available for scoreboards, PA and scorekeeping.
- Closed access facility and barriers to keep nonparticipating people off the competition area and to ensure entry by ticket only. (Staffed appropriately for security)
- Fully operating, wrestling specific, scoreboards. Tournament staff experienced as scoreboard operators and statisticians.

### **WVSSAC CONSIDERATIONS**

- Financial corporate sponsorship to WVSSAC
- Facility concessions (food and drink) percentage to WVSSAC
- Financial advantages to WVSSAC for having the event in your community.
- Two nights complimentary lodging for WVSSAC staff, tournament directors, officials, Board of Directors, etc., (Approximately 15- 20 hotel rooms)
- Recommendation for tournament director, tournament staff, etc.
- Area coordinator to communicate with WVSSAC office, tournament directors, and participating schools.
- Tournament program advertisement