

UKBT

EVENT ORGANISER GUIDE 2024

INFO@UKBEACHTOUR.COM



WELCOME TO UKBT

The UKBT aims to bring competitive beach volleyball to all areas of the UK for all levels of players. For this, we rely on amazing and passionate organisers like yourselves.

We are very excited to have you on board and can't wait to continue developing our amazing sport alongside you.

ORGANISER PORTAL

On our website you will find a page full of resources and information dedicated to helping you. Go to:

www.ukbeachtour.com/organiser-portal

SUPPORT FROM UKBT

**11+
EVENTS***

- UKBT branding
- 15 x Wilson game balls
- 1 x UKBT organiser dryrobe
- UKBT partner branding (TBC)
- Wilson discount code

**6 - 10
EVENTS***

- UKBT branding
- 10 x Wilson game balls
- UKBT partner branding (TBC)
- Wilson discount code

**3 - 5
EVENTS***

- UKBT branding
- 6 x Wilson game balls
- UKBT partner branding (TBC)
- Wilson discount code

**1 - 2
EVENTS***

- UKBT branding
- 3 x Wilson game balls
- UKBT partner branding (TBC)
- Wilson discount code

*A tournament that consists of a male & female tournament over the same weekend is classed as 1 event. A mixed event is classed as 1 event.

UKBT EVENT STRUCTURE

The UKBT is split into four levels to ensure we are one of the most inclusive tours in the world.

- **Grand Slams** - Please get in touch if you would like to host a Grand Slam.
- **Opens** - These are split into regions and you will need to bid to host one of these.
- **1/2/3 Star** - We encourage lots of these events and rarely limit the amount you can run. We just ensure there are no clashes with other organisers close by to you.
- **Junior Tour** - These are split into regions and you will need to bid to host one of these.

GRAND SLAMS

2 - 4 events per year in high footfall locations for the nations elite

OPENS

One event per region
London | South | North | Wales |
Scotland | N.Ireland

1 / 2 / 3 STAR

Unlimited amount of events around the UK focusing on engaging your local community

JUNIOR TOUR

Two to five events per region
London | South | North | Wales |
Scotland | N.Ireland

STEP 1: REGISTER YOUR EVENT/S

The first thing to do is to decide how many events you want to run and what level these are. Look at the event criteria table (next page) to help you decide. We will email you in December/January time to outline the submission deadline dates.

- 1, 2 & 3 Star Events - We encourage lots of these events. However, we do ensure there are no local clashes.
- Junior Tour & Open - Subject to successful bidding
- Grand Slams - Contact UKBT to open formal discussions
- Junior & Club Championships - Contact UKBT to open formal discussions

We will always try to ensure a fair spread of events and no major clashes. Therefore events are not confirmed until you have received confirmation from the UKBT.



	Junior Tour	1 Star	2 Star	3 Star	UKBT Open(4 Star)	UKBT Grand Slam (5 Star)
Gender	Mixed pairs or single or double gender	Mixed pairs or single or double gender	Mixed pairs or Single or double gender	Single or double gender	2 day event Double gender	2 day event in iconic/high footfall location
Age	U15 – 2 a-side U19 – 2 a-side	All	All	All	All	All
Prize	Medal for 1st & 2nd place	Medal for 1st & 2nd place	Medal for 1st & 2nd place	Medal and prize provided for 1st & 2nd place	Medal, trophy & prize money 1st - £250 / 2nd - £100 / 3rd - £50	Medal, trophy & prize money 1st - £500 / 2nd - £300 / 3rd - £200
Scoring	Reduced scoring allowed	Reduced scoring allowed	Reduced scoring allowed	Reduced scoring allowed	Full FIVB scoring	Full FIVB scoring
Number Of Teams	Minimum 4 teams per gender/division	Minimum 4 teams per gender	Minimum 6 teams per gender	Minimum 6 teams per gender	Minimum 12 teams & maximum 32 teams per gender	Minimum 8 teams & maximum 16 teams per gender
Format	Pool play or double elimination tournament format	Pool play or double elimination tournament format	Pool play or double elimination tournament format	Pool play or double elimination tournament format	Pool play or double elimination tournament format	Grand Slam Series pool play
Officials	Make referee commission aware of event for any referee training opportunities	Make referee commission aware of event for any referee training opportunities	Make referee commission aware of event for any referee training opportunities	Make referee commission aware of event for any referee training opportunities	Minimum 2 referees to officiate event	Officials to cover all courts. Volunteers to manage/score all courts
Seating	N/A	N/A	N/A	N/A	Create seating area around centre court	150 or more seat grandstand around centre court
Entertainment	N/A	N/A	N/A	N/A	Music	Announcer & music
Centre Court	N/A	N/A	N/A	N/A	50% centre court branding coverage	100% centre court branding coverage
Undercover Area	N/A	N/A	N/A	N/A	Organiser & players marquee/building	Organiser & players marquee/building
Additional Events	N/A	N/A	N/A	N/A	Option to run a 1-2 star event alongside	Option to run a 1-3 star event alongside
Marketing	N/A	N/A	N/A	N/A	N/A	Marketing plan alongside UKBT
Uniform	N/A	N/A	N/A	N/A	N/A	Players must wear Grand Slam Series uniform

STEP 2: SET UP YOUR ENTRY SYSTEM

Ok so your event/s are now officially registered with the UKBT and are displayed on the official UKBT calendar. Now it is time to make sure you can take entries on your website.

1. UKBT MEMBERSHIP

All athletes competing must hold a valid UKBT membership. Please make sure you clearly display this prior to entry. You must have a box for the players UKBT number on the entry form.

2. CHECK MEMBERSHIP

You can use the link below to check the validity of a players membership. All memberships must be checked before the event takes place.

[www.ukbeachtour-
playerzone.com/seed-your-event](http://www.ukbeachtour-playerzone.com/seed-your-event)

3. EVENT DETAILS

Please make sure the UKBT logo and the level of event is clearly displayed on your entry system.



STEP 3: PROMOTE YOUR EVENT/S

Your entry system is all ready to go, now it is time to start promoting the event to get entries.

You are free to promote the event as you please (email, flyers, word of mouth, social media etc).

Please ensure that when promoting you highlight the fact it is a UKBT event and what level the event is.

Top Tips

- Try to engage lots of your local indoor clubs and encourage the players to play beach
- Get some cool prizes! This always helps
- Make sure you build up a database of your local players



STEP 4: SEEDING & REFEREES

SEED YOUR EVENT

Prior to your event you will need to seed all teams using the UKBT seeding system.

Junior Tour - 3 Star: Seed the event the day before your event.

Open: Seed the event on the Monday prior to your event to get your confirmed entry list.

www.ukbeachtour-playerzone.com/seed-your-event

REFEREES

Junior Tour - 3 Star: Referees are not required however please let the referee delegate know about your event in case of referee training opportunities.

Open: A minimum of 2 referees is compulsory.

Referee Delegate

Debra Smart | 07909538363 | debra.smart@sky.com

STEP 5: SET UP YOUR VENUE

It is time to set up your venue and make sure that all the players competing feel extra special and know they are playing a UKBT event.

UKBT branding will be sent out to all organisers who host UKBT events. It is mandatory that this branding is put up in prime locations.

Make sure your nets are tight, lines are fixed and you have clear areas for the players to relax in. You want to give them an extra special experience.

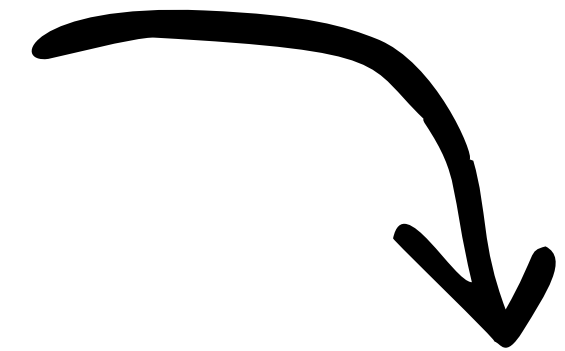
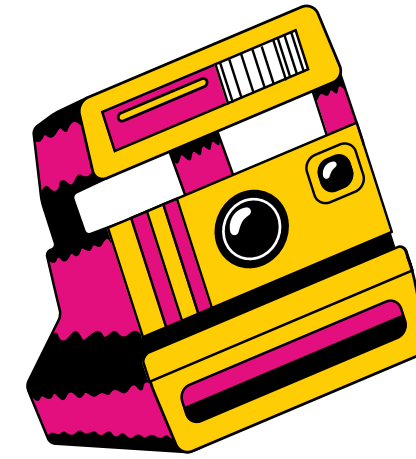


STEP 6: PODIUM PHOTO

You have run an awesome tournament and finally have your champions! Now it is time to take a great photo of your finalists.

Make sure you display your personal branding and any UKBT branding. We will post these images every Tuesday on our social media channels in our #winnerweekend posts.

Make sure the photo is as high resolution as possible with lots of smiling faces and any medals/prizes on display.



STEP 7: AFTER YOUR EVENT

SUBMIT YOUR RESULTS

Results **MUST** be submitted by 5pm on the Monday following the event.

An Excel spreadsheet template format will be provided and must be emailed to:

info@ukbeachtour.com

Results not submitted on time will be uploaded the following Monday.

SUBMIT YOUR PODIUM PHOTO

Podium photos must be submitted by 5pm on the Monday following the event.

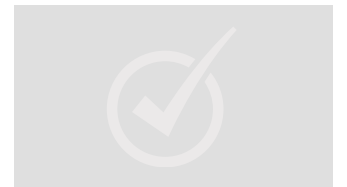
Please email your podium photo along with your results to:

info@ukbeachtour.com

Photos not submitted on time will not be published.

CHECKLIST

- STEP 1** **Register Your Event:** Let the UKBT know how many events you want to organise and wait for confirmation.
- STEP 2** **Set Up Your Entry System:** Clearly ensure the necessity for UKBT memberships, ask for UKBT membership numbers and check these. Also clearly display UKBT logo and event details.
- STEP 3** **Promote Your Event/s:** Make sure everyone knows about your event and when you create you event on Facebook, add UKBT as a co-host.
- STEP 4** **Seeding & Referees:** Seed your event using the online UKBT system and make sure you follow the referee requirements.
- STEP 5** **Set Up Your Venue:** Clearly display your UKBT branding at your venue and make it that extra bit special for the players.
- STEP 6** **Podium Photo:** Display your personal branding and any UKBT branding, lots of smiling faces, prizes/medals and as high resolution as possible.
- STEP 7** **After Your Event:** Make sure your results and podium photos are sent to UKBT before 5pm on the Monday following your event. Sent to: info@ukbeachtour.com.



WE ARE HERE TO HELP

When you organise UKBT events, you become part of the family. We are all here to support each other and ensure we keep innovating to improve beach volleyball throughout the UK.

Make sure you use the UKBT Organiser Portal
www.ukbeachtour.com/organiser-portal

Please do not hesitate to contact us or fellow organisers to ask for help.

info@ukbeachtour.com

#UKBT FAMILY

