

U.S. SYNCHRONIZED SKATING CHAMPIONSHIPS

REQUEST FOR PROPOSAL

(DATES SUBJECT TO CHANGE)

FEB. 22 - 27, 2027

FEB. 21 - 26, 2028

FEB. 19 - 24, 2029

FEB. 18 - 23, 2030



RFP CONTACT:

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TIMELINE FOR 2027 BID REVIEW

August 2025 – RFP distributed

Oct. 1, 2025 – 2027 Bid submission deadline

Oct./Nov. 2025 – Review of Bid and site visits

Dec. 2025 – Recommendation of host site to Board of Directors/Board approves recommendation

Dec. 2025 – Confirmation of 2027 host and completion of provisional agreement to host

TBD – Public announcement of 2027 location

Mar. 4 – 7, 2026 – selected host attends 2026 Synchro Championships in Salt Lake City, UT

**2028-2030 timelines included at the end of this document.*

OVERVIEW

U.S. Figure Skating, the National Governing Body for figure skating in the United States, is seeking proposals from a local organizing committee (LOC) to partner to host Synchro Championships. An LOC is defined by U.S. Figure Skating as a member club, Facility Management Group, Promoter, Convention and Visitors Bureau, Sports Commission, or any combination of these organizations. A successful LOC will work directly with U.S. Figure Skating leadership to support the event through volunteer recruitment, ground transportation, procuring local community support (grants, cash/VIK sponsorship) and driving ticket sales.

The U.S. Synchronized Skating Championships – also known as “Synchro Championships” – is a display of the highest level of synchronized skating competition in the U.S. Synchronized skating originated in Ann Arbor, Michigan in 1956 and has rapidly evolved and gained international interest. This event is loud, energetic, and an upbeat spectacle unlike any other discipline of skating.

More than 1,700 skaters from approximately 90 of the top synchronized skating teams from across the country will compete for U.S. titles in eight divisions: senior combined, junior, collegiate, juvenile, intermediate, novice, adult and masters. Each team must earn their opportunity to compete at the Championships. Teams who have competed internationally as a part of the U.S. National Team may earn byes to participate at the Championships. Other teams must qualify via placement at one of three Synchronized Skating Sectional Championships (Eastern, Midwestern and Pacific Coast).

The event also serves as the final U.S. qualifier for the World Championships Team, in which two senior teams will be selected to participate at the ISU World Synchronized Skating Championships. The World Junior Team will be determined prior to this event, but it will serve as the last domestic competition before those selected teams head to the ISU World Junior Synchronized Skating Championships.

SYNCHRO CHAMPIONSHIPS LEGACY PROJECT

As a part of Synchro Championships, U.S. Figure Skating aims to create synchro teams and programs in areas that previously were without, or to create opportunities around the event to support the growth



and development of existing programs. A portion of the planned event budget is allocated annually to creating engaging opportunities with the local skating community to pursue these goals.

If synchronized skating teams exist locally, a bid should include ways a portion of the event budget could be used to enhance these programs. This could include grants for bringing in outside choreographers, hosting clinics with members of the U.S. Figure Skating National Team, or inviting in officials for critiques.

If teams do not exist locally, a bid should highlight the current skating demographic in the area, identify any opportunities to create teams locally, or identify opportunities to provide education about synchronized skating in general.

STREAMING

Junior, senior, and collegiate level events are streamed live on NBC Peacock. All other events are streamed to the U.S. Figure Skating YouTube channel.

PREVIOUS HOSTS

Year	Location	Venue
2026	Salt Lake City, UT	Maverick Center
2025	Colorado Springs, CO	Broadmoor World Arena
2024	Las Vegas, NV	The Orleans Arena
2023	Peoria, IL	Peoria Civic Center
2022	Colorado Springs, CO	Broadmoor World Arena

EVENT WEEK OVERVIEW

	Competition Arena	Practice Rinks
MON	Event load in Ice paint, glass removal	Afternoon unofficial practice ice (1 sheet)
TUE	Event load in (continued) Judges stand build out/installation	All Day unofficial practice ice (2 sheets)
WED	Midday: official practice ice Evening: competition	All day unofficial practice ice (3 sheets)
THU	Morning: official practice ice Afternoon/Evening: competition	All day unofficial practice ice (3 sheets)
FRI	Morning: official practice ice Afternoon/Evening: competition	All day unofficial practice ice (2-3 sheets)
SAT	Morning: official practice ice Afternoon/Evening: competition Load out complete by midnight	Morning unofficial practice ice (2-3 sheets)



ECONOMIC IMPACT

Host cities have reported over \$2-million in economic impact.

HOTEL ROOM NIGHTS

Team Housing Action Plan

The LOC must submit a Team Housing Action Plan that shows the host city is able to meet the housing needs for attending teams. The Action Plan must include:

- A list of properties that meet the minimum needs of the event as outlined below
 - o Multiple properties may be used however properties must offer a minimum of 15 rooms.
 - o 6-10 properties must be able to offer at least 60 rooms
 - o All properties must offer 80% with double beds/quad occupancy; rooms with a single bed and pull-out couch are not desirable to meet this room type
- Distance of each property from the competition arena
- Nightly room rates during the dates of the event
- Number of rooms available by type (ex. Single king, double queen)
- On-site food options such as included breakfast or attached restaurants
- Function spaces available such as conference rooms
- Parking costs or notation of complimentary parking

SUN	MON	TUE	WED	THU	FRI	SAT
22	62	470	843	990	890	640

Preferences for team hotels include, but are not limited to, the following:

- Team hotels should be as close to the arena as possible, ideally under a 30-minute drive to the host arena.
- Must be clean and safe with a star rating of 3 or higher preferred
- Room Rates:
 - o \$150/night (inclusive of taxes) preferred
 - o Ideally include complimentary breakfast and parking
 - o Rates should include up to quad occupancy
- Ability to accommodate parking for coach buses
- Hotels with conference centers or function spaces preferred to support team functions. Teams may be charged a reasonable rate to use these spaces.
- Rebate to U.S. Figure Skating of \$20 per utilized room night



Terms that apply to all hotels:

- A cutoff date of two-weeks out from the start of the event to accommodate advancement timelines. Teams do not know they are advancing to the event until 3-at least 3-weeks out from the start date of the competition
- Hotel will walk other hotel guests before walking any Group guest
- Hotel agrees to not accept any direct group/team reservation from any group/team associated with the event during the event dates and will direct all groups/teams to the process set forth by U.S. Figure Skating
- Group will be guaranteed the lowest in-house rate available to the general public including through the Hotel Reservations Department, 800 reservation service or any airline reservation system or website
- Group room rates will be honored three (3) days prior and three (3) days after the room block dates for additional rooms confirmed by the Hotel during the reservation period over and above the number of rooms included in the Group room block
- Hotels agree to allow any guest/teams use any function space, if available, when requested. Hotels may charge a reasonable rental fee for function space use

Officials and Staff Block

One hotel must be designated as the primary hotel for assigned officials and U.S. Figure Skating staff. This hotel should:

- Be as close to the arena as possible, walking distance preferred.
- 3 star rating or higher
- Room rate as close to \$150/night (inclusive of taxes)
- Room block to consist of mostly king rooms.
- One complimentary room night for every 40 revenue-generating room nights occupied on a cumulative basis.
- Five (5) U.S. Figure Skating staff rooms during the entire reservation period at 50% of group rate per night strongly recommended.
- At least 10 complimentary parking passes per night during the reservation period.
- One (1) complimentary function room (suitable for 50 persons) for Thursday - Saturday nights to be used for officials' hospitality.

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
5	26	68	75	75	75	75	0

BUDGET PARAMETERS

The proposed LOC and U.S. Figure Skating shall agree on a final revenue and expenses budget that includes the following parameters:

- U.S. Figure Skating is to receive a bid fee guarantee of \$25,000.
- The event budget will capture all event revenues including:
 - o Entry Fees (appx. \$330,000)
 - o Ticket sales (all-event, single day, and discounts/promotions)
 - o Hotel rebates/commissions
 - o Practice ice sales
 - o Program sales and advertisements
 - o Community grants and approved local sponsorships
 - o Excludes merchandise sales, national sponsorship revenues and all media rights, television, internet, etc. which will be the sole property of U.S. Figure Skating.
- The event budget is responsible for all expenses associated with:
 - o Arena rental (24-hours Monday – Saturday) including construction for event needs, arena staffing costs, additional equipment rental, and approximate box office fees based on the event site visit and technical walkthrough (date TBD)
 - o Ice paint and rink board shipping and installation as well as glass removal (if applicable)
 - o Round-trip shipping costs of necessary event equipment crates from Colorado Springs
 - o Housing, air and ground transportation, per diem/meals, and expense reimbursements for assigned officials, events department staff, and event specific contractors (appx. 50 persons)
 - o Award medals and trophies ordered by U.S. Figure Skating
 - o Officials gifts, one specialty officials dinner (Wednesday evening), and evening hospitality (Thursday – Saturday)
 - o Skater gifts and team bags
 - o Event branding and directional signage
 - o Volunteer apparel item
 - o Misc. supplies affiliated with the execution of the event (ex. Radio rental)
 - o Medical staffing per the U.S. Figure Skating Medical Requirements
 - o Accreditation costs including the production of credentials and lanyards to be ordered by U.S. Figure Skating
 - o Funds dedicated to the Synchro Championships Legacy Project (see above sections for more information)
 - o Marketing budget and plan to bring awareness of the event to the local community.

VENUE REQUIREMENTS

- Accessibility of host city by air and ground transportation for large groups – most teams will be traveling with at least 20 persons.
- One (1) ice sheet – minimum 85’ x 185’ with 85’ x 200’ (NHL) preferred
- Seating for at least 5,000 persons
- Minimum 6 dressing rooms that can accommodate up to 24 athletes plus one additional smaller dressing room to accommodate an alternative changing area
- Ample floor space to accommodate a minimum of four (4) 10’ x 10’ spaces with vaulted ceilings for off-ice warm ups
- Adequate space for coach bus drop off and parking
- Ability to remove all rink glass and allow any existing rinkboard advertisements to be completely covered or removed at no cost to the event
- Required to paint full ice surface and install an event logo at center ice. Additional in-ice logos for national sponsors may also be required.
- Exclusive use of facility and ice surface Monday – Saturday of the event week
- Concourse space with concessions and room for event vendors. Vendors should be treated as event exhibitors and not incur fees to the arena.
- One (1) large meeting room with tables and food service for daily officials’ hospitality (Wednesday – Saturday).
- Seven (7) additional meeting rooms with wireless internet access to accommodate:
 - o U.S. Figure Skating Office (10 persons)
 - o Media Work Area within view of the ice surface
 - o Accounting Office (5 persons)
 - o Music & Announcing (7 persons)
 - o Trial Judges (up to 20 persons)
 - o Medical Treatment
- Spaces within view of the arena bowl to accommodate video production, DJ, and in-arena hosts.
- A two-tiered officials stand rinkside.
 - o Lowest tier starting at the height of the rink boards and long enough to accommodate eleven (11) 18” w tables (may be 6’ or 8’ long).
 - o Higher tier at least 4’ higher than the lower tier and able to accommodate at least eight (8) tables at least 6’ long + an 8’ w space without tables as close to center ice as possible; two (2) of the eight tables must be 18” deep and all other tables may be 30” deep.
 - o Both tiers must be deep enough to accommodate tables, rolling office chairs, and sufficient walking space behind tables for access by officials.
 - o Access onto the officials stand is preferred from the event level.
 - o All seats behind the officials stand must be withheld from ticket sales.
 - o [Click here for a sample diagram.](#)

- Three (3) internet hardlines. One (1) to officials stand and two (2) to video production area.
- Complimentary access to any video display boards, lobby TVs, or other display screens.
- Access to Clear Comms units in the arena bowl for ten (10) persons. An additional two IFBs also requested.
- Rubber matting or carpeting to completely cover any areas that skaters may need to walk on from dressing rooms to ice surface.

Additional Practice Ice Venue Requirements

- Ice sheets must measure at least 85' x 185' with 85' x 200' (NHL) preferred
- Three (3) locker rooms per ice sheet
- At least two (2) ice sheets on peak days (Wednesday – Friday) must be less than 20 minutes driving distance to the host facility.
- Additional practice ice venues for Monday, Tuesday, Saturday and beyond the two previously mentioned ice sheets on Wed – Fri may be greater than 20 minutes, but must be no greater than 1 hour away from the host venue.

BID APPLICATION

2027 Bid Review Timeline

August 2025 – RFP distributed

Oct. 1, 2025 – 2027 Bid submission deadline

Oct./Nov. 2025 – Review of Bid and site visits

Dec. 2025 – Recommendation of host site to Board of Directors/Board approves recommendation

Dec. 2025 – Confirmation of 2027 host and completion of provisional agreement to host

TBD – Public announcement of 2027 location

Mar. 4 – 7, 2026 – selected host attends 2026 Synchro Championships in Salt Lake City, UT

2028 Bid Review Timeline

August 2025 – RFP distributed

March 15, 2026 – Deadline for Bid Submissions

2029 & 2030

U.S. Figure Skating is not formally accepting applications for 2029 & 2030 at this time, however anyone interested in these years is encouraged to reach out to the bid contact expressing interest. Formal RFPs for these years will be made available in Spring 2027.

Submitting Your Bid Application

Email all bid materials to Megan Romeo (mromeo@usfigureskating.org) by the deadline indicated above.