

The Hartford NATIONALS

Planning Blueprint

Move United uses the power of sport to push what's possible for people with disabilities, confronting ignorance, fueling conversation, and inciting action that leads us to a world where everyone's included. Established in 1956, Move United is proud to serve wounded warfighters, youth, and adults with disabilities.

About Move United

Move United is the national leader in community adaptive sports. Since 1956, Move United has been expanding possibilities by providing year-round sports and recreation opportunities to people with a wide range of disabilities, offering more than 70 different adaptive sports. Through our national network of more than 240 community Member Organizations, Move United serves over 100,000 individuals with disabilities of all ages each year.

Sports make us more. They push us to realize what we're capable of while showing the world. They turn strangers into teammates, putting us all on a level playing field.

Move United is an official Affiliate of the U.S. Olympic & Paralympic Committee and a recognized partner with numerous sports organizations including the Professional Ski Instructors of America, USA Archery, Adaptive Track & Field USA and TrueSport. Recognition includes the U.S. Olympic & Paralympic Committee's Amazing Leader Award and 2019 and 2024 Rings of Gold Award, as well as the 2021 Robert Wood Johnson Foundation Sports Award.

With hundreds of partners — from member organizations to hospitals, disability organizations, and sports organizations — Move United is leading a movement so that no one is left on the sidelines and everyone gets in the game.



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Host Hotel Checklist

Hotel Requirements

- Hotel offers a competitive and affordable room rate under \$200 per night inclusive of taxes, fees, and parking
- Hotel is located within 10 miles (20 minutes) of all competition venues
- Hotel is located within 30 miles (1 hour) of major airport
- Hotel offers 225+ rooms on peak nights for event block (minimum $\frac{2}{3}$ two bed setup)
- Hotel offers all ADA rooms for event block
- Hotel will provide shower chairs for event guests on first-come, first-serve basis
- Hotel is wheelchair accessible including nearby accessible parking, accessible access into the facility, accessible routes to guest rooms and meeting space, and limited carpeted pathways throughout the hotel
- Hotel has ADA toilet facilities nearby to meeting rooms and the toilets are operational
- Hotel includes free parking and ample accessible parking spaces
- Hotel parking lot accommodates larger vehicles (buses, cargo vans, trucks, PODs)

Hotel Considerations and Amenities

- Hotel has 3 or more guest elevators
- Hotel is willing to temporarily remove bathroom doors for duration of guest stay in guest rooms if doorway is too narrow to accommodate a wheelchair
- Hotel offers an airport shuttle free of charge to guests
- Hotel has a restaurant and bar onsite
- Hotel allows outside food and beverage
- Hotel offers free breakfast to guests within room block OR hotel will cater breakfast for guests within room block (to be paid for by Local Organizing Committee)
- Hotel has breakfast area large enough to serve 75 OR hotel will reserve meeting space for private breakfast area
- Guest rooms include refrigerator and microwave
- Guest room rate includes free in-room Wi-Fi
- Hotel has a pool that is accessible to all guests and has a pool lift chair
- Hotel is within $\frac{1}{4}$ mile of local restaurants and/or attractions

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Host Hotel Checklist (continued)

Hotel Contract Considerations

- Hotel is willing to negotiate with Move United's HelmsBriscoe agent
- Hotel contract will include complimentary rooms clause
- Hotel contract will waive attrition or, if included, be no greater than 80%
- Hotel block will remain open until 2 weeks prior to start of event
- Hotel contract will not include an AV exclusivity clause
- Hotel contract will event signage to be hung in public areas at no or reduced cost
- Hotel contract will include a 5:00am breakfast start on competition days

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Athlete & Coach Check-In Meeting Space Checklist

Anticipated 2027 Schedule*

- Day 1: Wednesday, July 7 / July 14
 - Event set up
- Day 2: Thursday, July 8 / July 15
 - Event set up
- Day 3 - 10 : Friday, July 9 / July 16 - Thursday, July 15 / July 22
 - Participant check-in
- Day 11: Friday, July 16 / July 23
 - Event tear down

Venue

- Venue is 3,000 sq. ft. or larger preferably at host hotel
- Venue is wheelchair accessible including nearby accessible parking, accessible access into the facility, accessible routes to meeting space, and limited carpeted pathways throughout
- Venue has ADA toilet facilities nearby and the toilets are operational
- Venue is willing to provide Move United staff 24 hour access to the space

Equipment

- Tables and chairs
- High-speed color laser copier
- Free Wi-Fi for event staff
- Accessible water stations with cups provided
- Sufficient outlets for multiple computers
- Vendor/sponsor area (within or adjacent to check-in)
- Trash & recycling bins

*Subject to change pending venue availability and final sport competition program

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Coaches' Meetings Space Checklist

Anticipated 2027 Schedule*

- Day 1 - 6: Friday, July 9 / July 16 - Wednesday, July 14 / July 21

Venue

- Venue is 1,500 sq. ft. or larger preferably at host hotel
- Venue to be set up in theater style
- Venue is wheelchair accessible including nearby accessible parking, accessible access into the facility, accessible routes to meeting space, and limited carpeted pathways throughout
- Venue has ADA toilet facilities nearby and the toilets are operational

Equipment

- Tables and chairs
- Free Wi-Fi for event staff
- Accessible water stations with cups provided
- Outlets for presentations
- Trash & recycling bins

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Athlete Classification Meeting Space Checklist: Archery, Boccia, Para Powerlifting, Track & Field

Anticipated 2027 Schedule*

- Day 1 - 2: Thursday, July 8 / July 15 - Friday, July 9 / July 16
 - Track & field classification - 3 rooms
- Day 3: Saturday, July 10 / July 17
 - No activity
- Day 4: Sunday, July 11 / July 18
 - Boccia classification - 1 room
 - Para powerlifting classification - 1 room
- Day 5 : Monday, July 12 / July 19
 - Archery classification - 1 room
 - Boccia classification - 1 room
 - Para powerlifting classification - 1 room
- Day 6: Tuesday, July 13 / July 20
 - Archery classification - 1 room

Venue

- A minimum of 500 sq. ft. per private meeting room preferably at host hotel
- Preference for rooms adjacent to Participant Check-In area
- Venue is wheelchair accessible including nearby accessible parking, accessible access into the facility, accessible routes to meeting space, and limited carpeted pathways throughout
- Venue has ADA toilet facilities nearby and the toilets are operational
- Venue has outdoor, accessible grass area and long paved surface for track and field classification

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Athlete Classification Meeting Space Checklist: Archery, Boccia, Para Powerlifting, Track & Field (continued)

Equipment

- Tables and chairs
- One adjustable height massage table per room
- Room divider if utilizing larger space that will be divided into private areas
- Free Wi-Fi for event staff
- Accessible water stations with cups provided
- Sufficient outlets for multiple computers
- Trash & recycling bins

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Athlete Classification Meeting Space Checklist: Swimming

Anticipated 2027 Schedule*

- Day 1 - 2: Monday, July 12 / July 19 - Tuesday, July 13 / July 20
 - Swim classification, 2 rooms - 8am - 6pm

Venue

- A minimum of 500 sq. ft. per private meeting room at aquatic facility
- Preference for rooms adjacent to pool deck
- Venue has one pool lane available with diving block for duration of classification sessions
- Venue is wheelchair accessible including nearby accessible parking, accessible access into the facility, accessible routes to meeting space, and limited carpeted pathways throughout
- Venue has ADA toilet facilities nearby and the toilets are operational

Equipment

- Tables and chairs
- One adjustable height massage table per room
- Room divider if utilizing larger space that will be divided into private areas
- Free Wi-Fi for event staff
- Accessible water stations with cups provided
- Sufficient outlets for multiple computers
- Trash & recycling bins

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Staff Meeting Space & Storage Area Checklist

Anticipated 2027 Schedule*

- Day 1 - 10: Wednesday, July 7 / July 14 - Friday, July 16 / July 23

Venue

- Venue has 2 - 3 meeting rooms, 500 - 1000 sq. ft. per room at host hotel
- Preference for rooms adjacent to Athlete & Coach Check-In area
- Venue is wheelchair accessible including nearby accessible parking, accessible access into the facility, accessible routes to meeting space, and limited carpeted pathways throughout
- Venue has ADA toilet facilities nearby and the toilets are operational
- Meeting spaces are secure with access by Move United staff via key

Equipment

- Tables and chairs
- Free Wi-Fi for event staff
- Accessible water stations with cups provided
- Sufficient outlets for multiple computers and event radios charging station
- Trash & recycling bins

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Welcome Ceremony Area Checklist

Anticipated 2027 Schedule*

- Day 1: Thursday, July 8 / July 15
 - Venue set up and branding: Minimum 6 hours
- Day 2: Friday, July 9 / July 16
 - Ceremony: 5pm - 8:30pm
 - Venue tear down

Venue

- Venue has capacity to hold 500 total attendees
- Venue has staging area, parade route, and congregating area for presentation
- Venue may be outdoor or indoor. Preference for indoor in case of inclement weather
- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational (indoor plumbing preferred)
- Venue can be closed to the public for duration of use
- Venue can be cleared of excess equipment and barriers
- Accessible spectator seating is available for 500 or more
- Shaded/climate-controlled area for VIP reception
- Free Wi-Fi connection is available for event team

Equipment

- Tables and chairs
- Stage/platform with accessible ramp
- PA sound system and video capabilities
- Announcer/Master of Ceremonies
- Opening speaker (optional) and entertainment
- Additional needs TBD based on venue type
- Trash & recycling bins

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Closing Celebration Area Checklist

Anticipated 2027 Schedule*

- Day 1: Thursday, July 15 / July 22
 - Venue set up and branding: Minimum 4 hours
 - Ceremony: 5pm - 8:30pm
 - Venue tear down

Venue

- Venue has capacity to hold 400 total attendees
- Venue is indoors
- Venue is in location convenient to host hotel
- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational
- Venue can be closed to the public for duration of use
- Venue can be cleared of excess equipment and barriers
- Free Wi-Fi connection is available for event team

Equipment

- Tables and chairs
- Stage/platform with accessible ramp
- PA sound system and video capabilities
- Announcer/Master of Ceremonies
- Closing speaker (optional) and entertainment
- DJ and/or music playlist
- Additional needs TBD based on venue type
- Trash & recycling bins

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Archery Venue & Equipment Checklist

Anticipated 2027 Schedule*

- Day 1: Tuesday, July 13 / July 20
 - Range set up and branding of venue: 6 hours minimum
- Day 2: Wednesday, July 14 / July 21
 - Practice: 8am - 6pm
- Day 3: Thursday, July 15 / July 22
 - Competition: 8am - 1pm
 - Range tear down: 1pm - 4pm

Competition Venue

- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational (indoor plumbing preferred)
- Ample parking available for 50 or more participants and coaches
- Venue has 100M x 100M outdoor flat field (AstroTurf or grass) ex: soccer field
- Venue can be closed to the public for duration of use
- Venue can be cleared of excess equipment and barriers
- Irrigation for grass field can be turned off at minimum 24 hours in advance of the competition and throughout the duration of use of venue
- Accessible spectator seating is available for 50 or more
- Shaded/climate-controlled area for officials available
- Sports Medicine area with water and ice access available
- Free Wi-Fi connection is available for event team
- Venue has lights over field area for early morning set up or late evening tear down
- Area available to set up information booth, sponsors/vendors tables, and awards table

Equipment

- PA system
- Electronic timing system
- Target butts and stands (15+)
- Tents, tables, and chairs
- Trash and recycling bins
- Utility carts for equipment transport



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Archery Venue Images



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Boccia Venue & Equipment Checklist

Anticipated 2027 Schedule*

- Day 1: Sunday, July 11 / July 18
 - Court set up and branding: minimum 5 hours
- Day 2: Monday, July 12 / July 19
 - Practice/Clinic/Competition (TBD): 8am - 6pm
- Day 3: Tuesday, July 13 / July 20
 - Competition: 8am - 6pm
 - Venue tear down: 6pm - 8pm

Competition Venue

- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational
- Venue has indoor gymnasium (minimum 2 basketball courts; 6–8 courts total)
- Gymnasium allows marking or painters tape to be placed on floors to create courts
- Competition area is quiet and can be closed to the public for duration of use
- Competition area can be cleared of excess equipment and barriers
- Accessible spectator seating is available for 20 or more
- Sports Medicine area with water and ice access available
- Free Wi-Fi connection is available for event team
- Area available to set up information booth, sponsors/vendors tables, and awards table

Equipment

- PA system
- One 50"+ TV/monitor per court (minimum of 6 TVs/monitors)
- Tables and chairs
- Trash and recycling bins



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Boccia Venue Images



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Para Powerlifting Venue & Equipment Checklist

Anticipated 2027 Schedule*

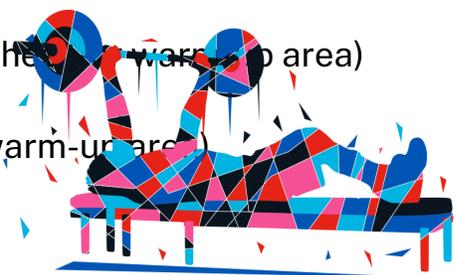
- Day 1: Monday, July 12 / July 19
 - Competition area set up and branding: minimum 5 hours
 - Weigh-in: 4pm - 8pm
- Day 2: Tuesday, July 13 / July 20
 - Weigh-in: 9am - 1pm
 - Competition: 1pm - 9pm
 - Tear down: if time allows
- Day 3: Wednesday, July 14 / July 21
 - Tear down: if not complete

Competition Venue

- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational
- Venue has 8,500+ sq ft of indoor gymnasium space (~2 basketball courts) away from crowds or other noise
- Venue has private room cleared of tables/chairs/etc (~500 sq ft,) near competition area that can be used for athlete weigh in
- Accessible spectator seating is available for 100 or more - portable bleachers preferred
- Competition area can be closed to the public for duration of use
- Competition area can be cleared of excess equipment and barriers
- Sports Medicine area with water and ice access available
- Free Wi-Fi connection is available for event team
- Area available to set up information booth, sponsors/vendors tables, and awards table

Equipment

- PA system
- Four 60"+ TV monitors for projecting event program and scores
- Wheelchair accessible scale (measures in kilograms)
- 2 Eleiko or Eagle Sportschairs para powerlifting benches (for warm-up area)
- 2 Eleiko 20kg powerlifting bars (for warm-up area)
- 2 Powerlifting plate sets (weights) in kilograms (for warm-up area)
- Tables and chairs
- Trash and recycling bins
- Raised platform for livestream camera



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Para Powerlifting Venue Images



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Paratriathlon and Aquathlon Venue and Equipment Checklist

Anticipated 2027 Schedule*

- Day 1: Monday, July 12 / July 19
 - Competition area set up and branding: minimum 5 hours
 - Course preview: 2pm - 4pm
- Day 2: Tuesday, July 13 / July 20
 - Competition: 7am - 11am
 - Tear down: 3 hours

Competition Venue

- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational (indoor plumbing preferred)
- Venue includes open water course 200 yd in length minimum
- Venue has transition zone adjacent to water that can accommodate 30+ equipment pieces (upright bikes, tandems, handcycles, racing chairs)
- Venue has closed roads and/or wide paths for biking (6 miles [3 miles out and back])
- Venue has closed roads and/or wide paths for run (1.5 miles [³/₄ mile out and back])
- Accessible spectator seating is available for 20 or more
- Competition area can be closed to the public for duration of use
- Competition area can be cleared of excess equipment and barriers
- Shaded/climate-controlled area for officials available
- Sports Medicine area with water and ice access available
- Free Wi-Fi connection is available for event team
- Area available to set up information booth, sponsors/vendors tables, and awards table

Equipment

- PA system
- Electronic timing system
- Bike racks
- Lifeguards with open water experience
- Kayaks for lifeguards
- Tents, tables, and chairs
- Trash and recycling bins
- Generator
- Utility carts for equipment transport
- AccessTrax or other accessible portable pathway

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Paratriathlon and Aquathlon Venue Images



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Shooting Venue and Equipment Checklist

Anticipated 2027 Schedule*

- Day 1: Sunday, July 11 / July 18
 - Competition area set up and branding: minimum 5 hours
- Day 2: Monday, July 12 / July 19
 - Practice: 9am - 5pm
- Day 3: Tuesday, July 13 / July 20
 - Competition (qualifying rounds): 9am - 5pm
- Day 4: Wednesday, July 14 / July 21
 - Competition (finals): 8am - 12pm
 - Tear down: 3 hours

Competition Venue

- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational
- Venue is indoor air rifle range
 - Venue has electronic targets at 10 meters (Megalink, SIUS, or Elite Scorer)
 - Venue has backstop preventing .177 lead pellet ricochet
 - Venue has waiting area for athlete preparation
- (or) Venue has 8,500+ sq ft of indoor gymnasium space (~2 basketball courts) with minimal external noise and light
- Venue has secure overnight storage area for air rifles and other equipment
- Accessible spectator seating is available for 30 or more
- Competition area can be closed to the public for duration of use
- Competition area can be cleared of excess equipment and barriers
- Sports Medicine area with water and ice access available
- Free Wi-Fi connection is available for event team
- Area available to set up information booth, sponsors/vendors tables, and awards table

Equipment

- PA system
- Tables and chairs
- Trash and recycling bins

*Subject to change pending venue availability and final sport competition program

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Shooting Venue Images



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Swimming Venue and Equipment Checklist

Anticipated 2027 Schedule*

- Day 1: Tuesday, July 13 / July 20
 - Competition area set up and branding: minimum 4 hours
 - Practice: 2pm - 5pm
- Day 2: Wednesday, July 14 / July 21
 - Competition (long course): 7am - 12:30pm
 - Competition (short course): 3pm - 8pm
- Day 3:
 - Competition (short course): 7am - 12:30pm
 - Tear down: 3 hours

Competition Venue

- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities and locker rooms are nearby and operational. Need for toilet facility for officials and fans separate from athlete area. Divided locker room area for youth versus adults.
- Venue has indoor 50m pool with 8+ lanes with moveable, accessible bulkhead for 25yd conversion
- Pool has a depth of at least 4.5ft (1.35m) at starting area
- Deck space has 12–15ft minimum for wheelchair access
- Venue has operational chair lift with trained staff
- Venue has officials' room (on or near pool deck) approx. 200+ sq. ft.
- Venue allows event signage to be hung within the pool deck
- Venue has electronic timing and scoreboard, desired
- Venue has livestream capability, desired but not required
- Accessible spectator seating is available for 150 or more
- Competition area can be closed to the public for duration of use
- Competition area can be cleared of excess equipment and barriers
- Sports Medicine area with water and ice access available
- Free Wi-Fi connection is available for event team
- Area available to set up information booth, sponsors/vendors tables, and awards table

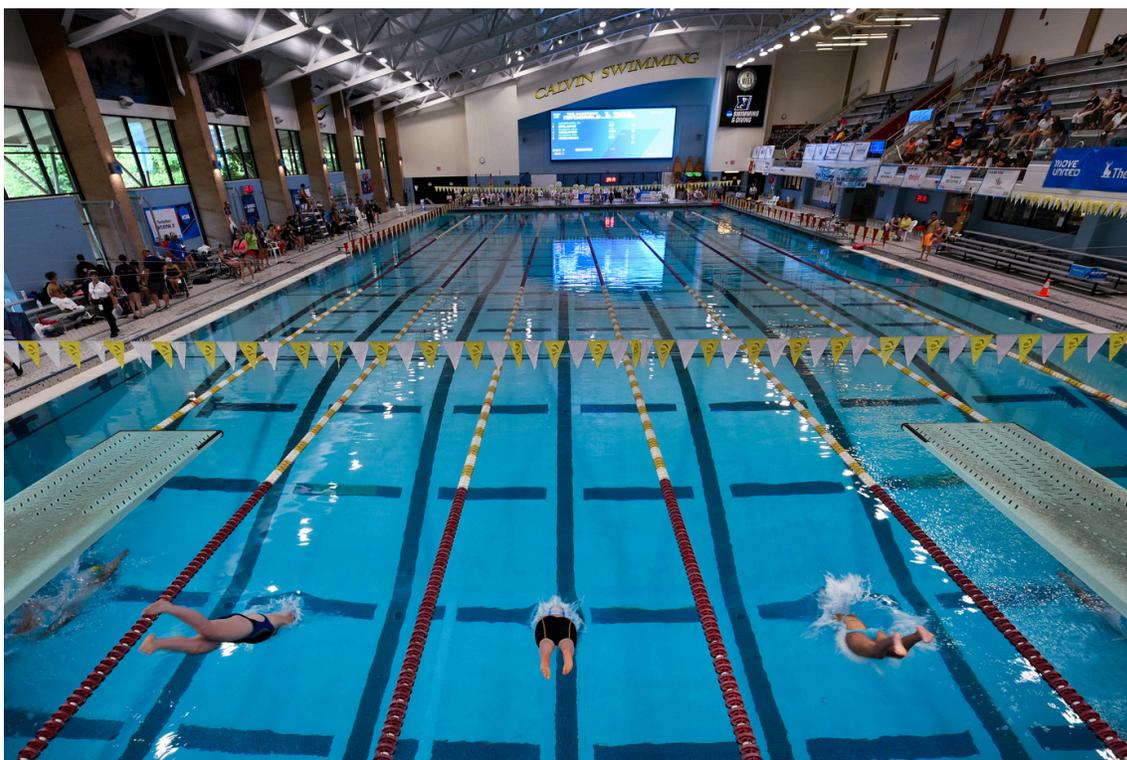
*Subject to change pending venue availability and final sport competition program

Swimming Venue and Equipment Checklist

Equipment

- Announcer and PA system
- Lifeguards
- Accessible starting blocks (each lane)
- Accessible moveable bulkhead (utilize ramp, if needed)
- Automatic timing system and operator with video display board
- Lap counters
- Tables and chairs
- Trash and recycling bins

Swimming Venue Images



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Track & Field Venue and Equipment Checklist

Anticipated 2027 Schedule*

- Day 1: Thursday, July 8 / July 15
 - Competition area set up and branding: all day
- Day 2: Friday, July 9 / July 16
 - Competition area set up: all day
 - Practice: 1pm - 4pm
- Day 3 - 4: Saturday, July 10 / July 17 - Sunday, July 11 / July 18
 - Competition: 6:30am - 8:30pm
- Day 5: Monday, July 12 / July 19
 - Competition: 6:30am - 1pm
 - Tear down: 6 hours

Competition Venue

- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational (indoor plumbing preferred)
- Venue will turn Irrigation system off a minimum of 24 hours in advance of competition and keep it off during practice/competition
- Venue will provide an irrigation system map for seated pit area
- Venue has temperature-controlled room of 500+ sq ft near field for weights and measures and implement storage
- Venue has area for 40+ team tents
- Venue has accessible press box or designated area for timing company and announcers (speaker system, microphone, electricity, WiFi)
- Venue has scoreboard with live results display
- Accessible spectator seating is available for 250 or more
- Competition area can be closed to the public for duration of use
- Competition area can be cleared of excess equipment and barriers
- Sports Medicine area with water and ice access available
- Free Wi-Fi connection is available for event team
- Shaded/climate-controlled area 400 sq. ft. or larger for officials available
- Area available to set up information booth, sponsors/vendors tables, and awards table

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Track & Field Venue and Equipment Checklist

Competition Venue (continued)

Field events

- Venue has at least 1 permanent shot put, discus, and javelin area (2 of each preferred)
- Venue has 2 long jump/triple jump runways (flush with ground, sand-filled pits)
- Venue has high jump area
- Venue has caged discus area
- Venue has level, smooth, preferably paved javelin runway
- Venue has 100yd x 120yd accessible, flat, freshly mowed grass field (8–10 seated throwing areas)
- Seated field area accepts 24" stakes (4 per pit) for throwing chair tie-downs

Track events

- Venue has 400-meter outdoor oval track with 2 parallel straightaways and 2 single-radius turns
- Venue has 20'x20' minimum area outside of track near entrance at the 100m start to support athlete staging
- Track has multiple accessible entrances/exits
- Track has 8+ lanes, minimum 42 in. (1.06m) wide
- Track has clearly visible white lane lines
- Track has a level surface (maximum 1:100 inclination)
- Track has mondo or similar surface
- Track has inside rail
- Track's lane markings are consistent with World Athletics rules
- Track's finish line is at spectator stand side
- Venue has track survey certifying World Athletics compliance and submitted to Move United at time of venue rental
- Venue has 20 ft by 40 ft (minimum) level area to serve as call room/staging area at or near 100m start line with accessible track access
- Venue has electricity at finish line accessible to timing company



Track and Field Venue and Equipment Checklist

Equipment

All events

- Announcer and PA system
- Large misting fans
- Industrial freezer
- Tents, tables, and chairs
- Trash and recycling bins
- Utility carts for equipment transport
- Generators
- 3 storage PODs (minimum 16 ft) for athlete equipment

Field events

- 60 fencing panels (12 ft x 6 ft) for seated throw cages
- Rakes, brooms, and water hose (connected to source) for horizontal jumps
- High jump equipment (standards, bar, pads)
- Portable wind gauge
- Fully automated timing system and operator(s) for live field results

Track events

- Starting blocks (minimum 9)
- Fully automated timing system and operator(s) with 2 cameras for live track results
- Lap counter with bell
- Covered steeplechase area (if applicable)

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Track and Field Venue Images



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Wheelchair Tennis Venue and Equipment Checklist

Anticipated 2027 Schedule*

- Day 1: Friday, July 9 / July 16
 - Competition area set up and branding: minimum 4 hours
- Day 2: Saturday, July 10 / July 17
 - Competition: 8am - 8pm
- Day 3: Sunday, July 11 / July 18
 - Competition: 8am - 5pm
 - Tear down: 3 hours

Competition Venue

- Venue is wheelchair accessible including nearby accessible parking and accessible access into the facility
- ADA toilet facilities are nearby and operational (indoor plumbing preferred)
- Venue has 6–10 hard outdoor court surface tennis courts
- Venue has entry gates and doorways of at least 4ft width
- Venue has level pathways to courts at least 4ft wide, 6ft wide preferred
- Venue has available indoor courts for inclement weather
- Venue has shaded/climate-controlled area for officials
- Accessible spectator seating is available for 50 or more
- Competition area can be closed to the public for duration of use
- Competition area can be cleared of excess equipment and barriers
- Sports Medicine area with water and ice access available
- Free Wi-Fi connection is available for event team
- Area available to set up information booth, sponsors/vendors tables, and awards table

Equipment

- Tennis balls (180+)
- Announcer and PA system
- Access to electrical power
- Large misting fans
- Tents, tables, and chairs
- Trash and recycling bins
- Indoor secure storage area for equipment or storage POD
- Utility carts for equipment transport

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Wheelchair Tennis Venue Images



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