

## **\* WICYPAA Bidding Requirements \***

1. We strongly encourage members of all ages to participate; however, we do ask that each committee have at least three members who have one or more years of sobriety.
2. Bid cities must have commitments from at least two hotels including dates showing availability of banquet and speaking rooms in the hotels, and proof that the hotels require no commitment as to the number of people attending.
3. Assurance must be given that no other AA conference or large function will be held in their city within a 30-day period before or after the proposed conference date.
4. Bid cities must provide a statement of support from the AA area chairperson, the intergroup secretary, or central office.
5. Bid cities will be required to provide financial records from all committee activities, demonstrating financial autonomy and responsibility within the spirit of AA's Twelve Traditions.
6. The new host city must agree that all proceeds, after expenses, will be turned over to the WICYPAA Advisory Council for their disposition within 60 days at the end of the conference.
7. Bid cities must present their bid to the Advisory Council at the Saturday morning bid session.
8. Bid cities are asked to prepare a statement of what they think the benefits of hosting a WICYPAA conference in their area would be.
9. Bid cities must have available a temporary pre-registration flyer. Do not include conference dates or hotel info.
10. Bid cities must demonstrate that the bid committee has outreached the WICYPAA Conference to AA in and out of their area throughout the current calendar year. Bid cities are strongly encouraged to connect with the current Host Committee Outreach Chair ([outreach@wicypaa.org](mailto:outreach@wicypaa.org)).
11. Bid cities are to provide 20 complete copies of the above stated bid requirements to the Advisory Council Chairperson after the Friday night speaker of the Conference. All bids will be considered.

***Please contact the Advisory Council of the Wisconsin Conference of Young People in Alcoholics Anonymous with any questions at [wicipaa.org](http://wicipaa.org) or by mail at WICYPAA Advisory Council, PO Box 14703, Madison, WI 53708. Revised on 1.9.17***