FOREWORD
FROM UCI PRESIDENT
DAVID LAPPARTIENT

Cyclists worldwide dream of wearing the rainbow jersey of UCI World Champion, a distinction that goes to only the very best of our sport.

Each year, cyclo-cross specialists have just one chance to win that precious jersey: at the UCI Cyclo-cross World Championships.

The UCI Cyclo-cross World Championships are the discipline’s leading annual event and are much awaited by athletes and fans alike. To perform to their best, the athletes need to be sure that they can compete in the best possible conditions, which is why the role of the event’s host is so important.

The UCI greatly appreciates the interest and commitment shown by potential organisers. In bidding to host the UCI Cyclo-cross World Championships, you have already demonstrated your wish to invest in the future of this discipline and I thank you sincerely for that.

To help simplify the bidding process, we have prepared this concise, practical guide that was prepared after consultation with our various partners. Our aim is to help potential hosts compile a water-tight candidature file that contains all the required elements, for example concerning the competition site, infrastructure, transport, emergency services, accessibility etc.

This bidding guide also answers frequently asked questions such as: What commitments do candidate organisers make? What services does the UCI offer? What are our obligations? What about scheduling and deadlines?

I wish you the best of luck in your bidding procedure and hope that we will be able to come to your city or region with an edition of our UCI Cyclo-cross World Championships.

David Lappartient
UCI President
The origin of cyclo-cross is uncertain. Some say that in order to travel from “A” to “B” as quickly as possible, bike-riding soldiers cut across fields, carrying their bikes to clear fences and streams. Others believe it stemmed from a group of hardcore cyclists keen to introduce a fun alternative to road cycling.

For years, cyclo-cross was an important part of preparation for some of the greatest road cyclists. The first World Championships, held in 1950, were won by Jean Robic, who also triumphed in the Tour de France.

Initially popular mainly in France, Belgium and the Netherlands, cyclo-cross has now become more widespread: in recent years the discipline has taken a strong hold in many countries including Great Britain, Italy, Japan, the Czech Republic, Germany, Switzerland, the USA, Canada and Australia.

Each year, cyclo-cross fever starts building at the end of summer, and gains momentum through the autumn and winter seasons.

The difficult weather conditions, the intensity of the races, the pain that can be read on the riders’ faces have contributed to the legend of this discipline.

ORGANISERS OF THE UCI CYCLO-CROSS WORLD CHAMPIONSHIPS:

2022 : Fayetteville (USA)  
2023 : Hoogerheide (NED)  
2024 : Tabor (CZE)  
2025 : Liévin (FRA)  
2026 : Hulst (NED)  
2027 : Ostende (BEL)
Hosting a UCI event will help a city to achieve economic, touristic and social objectives.

According to UCI experience, the most efficient strategy is to host several events over 3-4 years to create a link between cycling and the city.
SPORT & COMPETITIONS IN NUMBERS

3 DAYS OF COMPETITION (ON A WEEKEND)

300 ATHLETES INCLUDING ~25 NATIONS

~ 1 800 ACCREDITATIONS

PROGRAMME

DAY 1: TEAM RELAY
DAY 2: WOMEN JUNIOR, MEN UNDER 23 AND WOMEN ELITE RACES
DAY 3: MEN JUNIOR, WOMEN UNDER 23 AND MEN ELITE RACES
MEDIA IN NUMBERS

~200 MEDIA ACCREDITATIONS

50 M VIEWERS THROUGH 20 BROADCASTERS

80 COUNTRIES COVERED
KEY FACTS & ECONOMIC IMPACT
(BASED ON BOGENSE 2019)

3.6 M GROSS VALUE ADDED IN THE REGION

84 FULL TIME JOB GENERATED (~1 YEAR)

VISITORS SPENT 2.7 M € IN THE REGION INCLUDING 1.2 M € ON ACCOMMODATION
ATTRACTIVITY FOR FANS & TOURISM
(BASED ON BOGENSE 2019)

15,000 SPECTATORS
ATTENDED THE EVENT
INCLUDING 10,100 UNIQUE
SPECTATORS

3 DAYS
AVERAGE STAY FOR
INTERNATIONAL VISITORS

83% NON-LOCALS
VISITORS SAID THEY WILL COME
BACK TO THE REGION

1.8 M IMPRESSIONS
EXCHANGED ON TWITTER
THROUGH 12,000 TWEETS
## RESPONSIBILITIES

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<th>SERVICE PROVISION</th>
<th>ORGANISER</th>
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<td>Organisation of the UCI Cyclo-cross World Championships</td>
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<td>Coordination of UCI Cyclo-cross World Championships</td>
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<td>Organisation Guide</td>
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<td>International Commissaires panel</td>
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<td>Event backdrops</td>
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<td>‘One-year to go’ presentation at the preceding World Championships</td>
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<td>Organisation of anti-doping controls and its related costs</td>
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<td>Prize money to riders</td>
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<td>Local promotion</td>
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<td>Visa for all stakeholders of the event</td>
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100% OF VIP HOSPITALITY SALES (EXCEPTION UCI VIP TICKETS)

100% TICKETS SALES OF THE EVENT

100% OF OFFICIAL PROGRAMME SALES

100% FOOD & BEVERAGE ON SITE

100% OF RENT OF SPACES FOR EXPO (EXCEPTION UCI PARTNERS)

100% OF VIP HOSPITALITY SALES (EXCEPTION UCI VIP TICKETS)

100% OF OFFICIAL PROGRAMME SALES

100% OF FOOD & BEVERAGE ON SITE

50% VISIBILITY ON BRANDING

100% OF OFFICIAL PROGRAMME SALES
BIDDING PROCESS
CHRONOLOGY:
A ONE-YEAR CYCLE

DECEMBER
LETTER OF INTENT

JANUARY
BID FEE & BID DOCUMENT

JUNE
CONTRACT SIGNATURE

SEPTEMBER
VOTE OF THE UCI MANAGEMENT COMMITTEE AND PRESENTATION TO UCI CONGRESS
BIDDING DOCUMENTS: CONTENTS & REQUIREMENTS

1. SITE
   - General presentation of the host region
   - Geographical location/situation
   - Accessibility
   - Connections to road network
   - Proximity to airport
   - Visa procedure and costs
   - Accommodation capacity (hotels etc)
   - Start and finish area
   - Parking facilities
   - Facilities for participants (showers, changing rooms, secured bike park...)

2. COURSE MAP / ROAD BOOK

3. COURSE DETAILS
   - Type of race
   - Safety plan
   - Mechanical assistance

4. SCHEDULE

5. OFFICIAL HOTEL

6. SAFETY
   - Map showing the central medical post, medical posts along the course, ambulance access, hospitals etc.

7. DETAILED BUDGET
   (use the UCI template in Appendix J)

8. SUPPORT & APPROVALS
   - Letter of support from the host National Federation
   - Letter of approval (course and organisation) from the local authorities
   - Presentation of the Organising Committee, including any previous experience
UCI MANAGEMENT COMMITTEE DECISION : CRITERIA

EVENT DELIVERY
- Logistics: accessibility of the area
- Legacy / cycling development plans
- Overall event sites
- Circuit features: attractive images - technical

SPORT ATTRACTIVENESS
- Sporting difficulty
- Spectators & atmosphere expected
- UCI geographical strategy
- Cycling development

FINANCE
- Financial Guarantee
- Provisional budget including the UCI fees
- Economic opportunities

RESOURCES
- Political risk: stability - elections
- Relations with UCI: multi-year events plan
- Organiser experience
- Stakeholders’ commitment
APPENDICES

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APPENDIX A : BUSINESS MODEL

The UCI proposes business models that can adapt to the local economic environment. Transparency and flexibility are key elements in the relations between the UCI and the organisers.

UCI FEE PER EDITION: CHF 475,000.-*

*amount without TV production

BANK GUARANTEE

A bank guarantee equivalent to 20% of the contract amount will be requested 60 days after the awarding of the event and will remain in place until 180 days after the last day of the Championships.

CONTRACT SIGNATURE

The contract must be signed by the city or the region where the event will be organised. The Organising Committee or the National Federation may also co-sign the contract.
APPENDIX B : EXPENSES COVERED BY THE UCI

THE UCI COVERS THE FOLLOWING EXPENSES

- Presence, travel and accommodation of the UCI, ITA staff and Officials: Doping Control Officers, International Commissaires, Technical delegate, Implementation staff, Timing staff, UCI Doctor and UCI staff*
- Site visits
- Accreditations
- Medals and UCI World Champion jerseys
- Prize money
- Blood tests and anti-doping analyses performed by an accredited World Anti-Doping Agency (WADA) laboratory
- Timing service and TV graphics service
- UCI partners’ dedicated branding
- Photographers & TV broadcasters’ bibs
- One international announcer
- UCI flags and UCI banners
- Finish and commentator truck
- Start poles (the stickers for the branding of these structures have to be provided by the Organiser, in accordance with the UCI Visual Guidelines.)
- Structure for the following backdrops: podium, press conference, flash interview (the stickers for the branding of these structures have to be provided by the Organiser, in accordance with the UCI Visual Guidelines.)

*Please note that the costs associated with potential visa procedures are to be borne financially by the Organiser.
APPENDIX C: MARKETING AND SPONSORSHIP RIGHTS

PERCENTAGE OF VISIBILITY AND MARKETING STRUCTURE

50% of visibility for the Organiser as per the structure below.

The structure is composed of 4 different tiers which the UCI's and Organiser's commercial and institutional partners will feed into.

These tiers will be reflected accordingly in all the event’s communication and visual material. The digits indicate the potential number of partners (of both the UCI and the Organiser) at each level. The percentages represent the approximate share of marketing and sponsorship rights each level will be entitled to.
RESERVED PRODUCTS/SERVICES CATEGORIES

The UCI reserves the following products/services categories for its partners. Please kindly note that the below categories are subject to contract renewals and may be subject to changes. A detailed overview may be provided by the UCI upon the Organiser’s request.

- Timepieces and all kind of watches (digital and analogue), as well as all wrist worn devices which incorporate timing as a function of the device such as smartwatches or activity trackers, clocks, countdown clocks, jewellery pieces with a time piece included as well as any other equipment where timing is a function of the device, timing, timing system, scoring and scoreboard equipment;

- Bicycle-shoes, bicycle components, pedals, rims, wheels, handlebars and stems (except forks, saddles, feeding bottles and tyres), connected cycling components (solely limited to the list of products herein and power meters); e-components (motor, drivetrain, switch unit, computer display and battery);

- All kind of specific / technical cycling clothes, namely cycling jerseys, bib shorts, gloves, socks, caps, skinsuits, thermo vests and raincoats;

- Telecommunications (mobile and fixed telephony, VoIP, Internet Provider, Internet Webhosting, telecom equipment, television, IPTV, OTT content provider, direct or online Telecom points of sales, email providers, instant messaging, video conferencing);

- IT (anything related to data processing including computing technologies, hardware, software, network providers, etc.);

- Beer;

- Drones;

- Truck, Car, Motorbike (50m3 and more), Electric Motorbike and all motorized transportation means by road;

- Bobble hats, beanies, bucket hats, woolly gloves, scarves, socks to the exclusion of any other product. For the sake of clarity, Products refers to non-technical clothing only.

In addition, the Organiser agrees not to enter into any partnership with any tobacco manufacturer, companies producing pornographic products, spirits, or sport betting companies (some categories are prohibited and others tolerated under certain conditions by virtue of articles 1.1.008 to 1.1.090 of the UCI Regulations).

ORGANISER’S PARTNERS

Outside of the reserved products/services categories, the Organiser is free to negotiate with partners in other products/services categories, provided that the exclusive rights of the UCI partners are scrupulously respected.

The Organiser’s partners are subject to the UCI’s approval before the Organiser and the partner enter into an agreement.
MARKETING AND SPONSORSHIP INVENTORY

The World Championships offer its partners clear visibility through the event marketing and sponsorship inventory. Please see below a non-exhaustive list of the key items.

- Boards and banners on course
- Start and finish arches on course
- Inflatable items along the course
- Steps and obstacles on course
- Backdrops and structures
- Official communications (program, result list, etc.)
- Public announcements by speaker
- 30-second clip played on giant screen
- Digital visibility
- Expo area
- Event tickets
- VIP hospitality

IMPLEMENTATION OF VISIBILITY

The Organiser is responsible for the implementation of its own and the UCI partners’ signage in, on and around the sport circuit. The appointed implementation team(s) will be managed by the UCI’s and Organiser’s Marketing representatives.
APPENDIX D : TV PRODUCTION & ELECTRONIC MEDIA RIGHTS

TELEVISION PRODUCTION
The event must be produced but the production’s responsibility is to be discussed between the Organiser and the UCI. The UCI will put the Organiser in contact with its distribution partner to discuss a potential partnership combining the Host Broadcaster responsibilities and the grant of the Electronic Media Rights within the respective Territory (Host Country Rights).

The Organiser and the UCI’s distribution partner may find an agreement where said partner’s affiliates take over the production and its related costs. In such case, the Host Country Rights would revert to the UCI’s distribution partner.

In the case the UCI’s partner and the Organiser do not reach a cooperation agreement, the Organiser will be responsible for the production and must ensure that its selected Host Broadcaster is sufficiently equipped and capable of producing a first-class live television signal as well as providing a full host service complying with the EBU’s standards.

ELECTRONIC MEDIA RIGHTS
The UCI owns the worldwide Electronic Media Rights related to the UCI World Championships. The Host Country Rights will be granted to the party taking over the live TV production (UCI distribution partner vs Organiser).

MEDIA DISTRIBUTION
The UCI distribution partner will take care of extending the media coverage on a worldwide basis via its international partners.

NOTE: The above model reflects the current situation but is subject to contract renewal between UCI and its distribution partners (currently EBU for Europe only and IMG). Therefore, the cost of TV Production could be covered by the UCI and an additional UCI fee could be added to the UCI fee mentioned in Appendix A of this Bid Guide.
APPENDIX E: EVENT MERCHANDISING

The event merchandising includes all merchandising products carrying the event logo.

The event merchandising can be a source of revenues for the Organiser but it generates also an important workload and can be a source of financial risks for the Organiser.

To make the Organiser’s life easier, the UCI has launched a merchandising programme: an official partner has been appointed by the UCI and it offers a range of products ready to be ordered.

The UCI official partner will have the exclusivity on the production of the merchandising items: all event merchandising orders must be addressed to the UCI official partner.

The Organiser owns 100% of the distribution of the event merchandising onsite and will retain 100% of the onsite sales revenues (except for the below reserved categories).

The UCI and the Organiser will discuss the possible distribution channels and opportunities.

PRODUCTS EXCLUSIVITY – CYCLING CLOTHES, WATCHES, BOBBLE HATS AND WOOLLIES

The UCI official partners for the categories “cycling clothes”, “watches”, “bobble hats and woollies” have been granted the respective exclusivity in relation to the production of cycling clothes, watches and bobble hats and woollies merchandising.

Consequently, the Organiser is obliged to produce any cycling clothes, watches or bobble hats and woollies for its event merchandising via the relevant UCI supplier.
APPENDIX F: COMMUNICATION & PROMOTION

The Organiser will have to ensure the promotion of the event, via a Communication and Promotion plan to be defined in collaboration with the UCI. The UCI will also promote the event on its owned platforms and channel. Visuals and contents coming from the Organiser for both above / below-the-line communication will be validated by the UCI.
The VIP hospitality is a significant opportunity to generate revenues for the Organiser. The UCI family should have access to the highest level of hospitality. The VIP area cannot be divided into several parts, it must be only one area. The VIP area should be located near the finish line in close proximity to the event venue/race action. As a VIP guest, it is important that the experience in that space be premium.

150 tickets must be delivered to the UCI per day

All VIP revenues, UCI hospitality tickets excluded, are for the Organiser.
APPENDIX H:
SPORTS REQUIREMENTS

A CLOSED CIRCUIT

- 2.5km to 3.5km in length
- Double pit area
- Start area: at least 6m wide to accommodate 8 lanes of 75cm each.
- Finish area: at least 6m wide
- Rest of the course: minimum 3m wide

The course of a Cyclo-cross event must include roads, country and forest tracks and meadowland, alternating in such a way as to ensure changes in the pace of the race and allowing riders to recuperate after difficult sections.

The course must be practicable in all circumstances, whatever the meteorological conditions. To envisage a parallel course near the easily flooded zones. Clay soils, areas prone to flooding and fields should be avoided.

The course must be at least 3m wide along its entire length. However, the width will increase in the following areas:

- Start and finish areas: at least 6m wide;
- Pit area: race lane at least 3m wide, pit lane also at least 3m wide (see pit area diagram for further details).

The course must be at least 2.5 kilometres long but must not exceed 3.5km, with a minimum of 90% of it which will be rideable.

A course map must be submitted to the UCI Cyclo-cross Coordinator 3 months before the event (start and finish area, double pit area, spectators’ crossings, obstacles, etc.)
APPENDIX I: SECURITY

Security is an important factor in terms of the image of the World Championships and of the host town/region.

The Organising Committee must include a staff member to take care of this aspect.

Security at World Championships has to be ensured and planned in co-operation with the national, regional and local Authorities.

Security concerns both persons (riders and their attendants, spectators, officials and guests) and property (hotels, competition site, equipment, telecommunications, broadcasting and press installations). Security has to be guaranteed from the time the persons and equipment arrive in the organising country and at the competition venues until the time they leave the organising country and competition venues.

That includes the personal protection of all riders, officials, media representatives and spectators, before, during and after the competitions and a guarantee of their safety as they travel about the country.

SECURITY PLAN

The Organiser must submit the following to the UCI seven months in advance:

- The security plan (firemen, ambulances, police) for the riders, the public, and the officials;
- The plan for traffic and parking control (including: spectator parking (where, how many), traffic detours during the competition);
- A hard copy of the security plan for before and after the Finish (who is entitled to go where and when, particularly press).
The official hotel for the UCI Cyclo-cross World Championships provides accommodation for the members of the UCI Management Committee, as well as UCI guests, UCI staff and officials and ITA staff and officials.

The Organiser must ensure the availability, quality of services and prices of the official hotel from the time of compiling the candidature. The UCI is responsible for selecting the hotel upon the proposal of the Organiser.

**HOTEL STANDARD**

The hotel must be a high-quality tourist hotel (four stars or higher).

The minimum reservation for the UCI is 120 rooms for 380 nights, including two suites and three junior suites. It should have sufficient and adequate meeting room space and facilities for the UCI official meetings. Costs for accommodation are covered by the UCI.

Parking for UCI officials and guests is provided free of charge.

**UCI OFFICE AND MEETINGS**

The Organiser provides the following meeting rooms, at the official hotel, at its own cost:

- Welcome facilities
- UCI Office
- UCI President's office
- UCI Management Committee meeting room

**GALA DINNER**

The Organiser must arrange one official dinner. The date of this dinner and list of guests are established in close collaboration with the UCI. The Friday or Saturday evening of the Championships would seem to be the most auspicious date for the dinner.
The UCI Cyclo-cross World Championships are subject to anti-doping controls according to the UCI Anti-doping Rules. The International Testing Agency (ITA), entity mainly in charge of the implementation of the UCI’s anti-doping program, will appoint two or more Doping Control Officers (DCOs), refer to ITA’s instructions.

ITA will be responsible for the cost of the DCOs daily allowances and travel arrangement to the event. All costs related to accommodation, catering and individual transportation during the event for the DCOs, are borne by the organiser.

The UCI is responsible for the cost of the sample analyses carried out in an accredited World Anti-Doping Agency (WADA) laboratory. Laboratory that ITA will duly confirmed. However, the cost of the transport of the samples to the laboratory is borne by the organiser. Organiser shall therefore assist the DCOs with the transport of the samples with a courier company.

**SAMPLE COLLECTION PERSONNEL**

The organiser is also responsible for all practical aspects of the controls and shall provide the DCOs with the following:

- Male doctor or male nurse & female doctor or female nurse: assigned solely for the anti-doping controls (please note this doctor cannot be the race doctor).
- Chaperons: one chaperon per rider to be tested (shall be of the same gender as the rider).
- Assistant: is required to assist the DCOs before and during the event and act as the liaison with the organiser.

**DOPING CONTROL EQUIPMENT**

Anti-doping kits and ITA forms are provided by the ITA.

**DOPING CONTROL STATION (DCS)**

The DCS shall be equipped in such a way to facilitate the running of the controls, be located in the immediate vicinity of the finish line and shall be clearly signposted from the finish line. Privacy of the riders shall be respected. The organiser shall designate an official to monitor the entrance to the DCS, and only allow people involved in doping controls to enter. The DCS should be lockable.

The DCS shall be heated or climatized, large enough, solely used for anti-doping purposes and shall include a waiting room, two administration areas including lavatories in each for the passing of the sample.
APPENDIX L:
ORGANISER
BUDGET

The budget template can be downloaded in Excel table format from this link.
DEVELOPING CYCLING IN YOUR CITY

Hosting a UCI event provides the perfect platform for promoting the development of cycling in your city.

- Do you want to promote your region/city as a bike-friendly environment?
- Do you wish to develop tourism in your area and encourage your citizens to use bikes as a means of transport?

Hosting a UCI event will provide a concrete translation of your ideas and plans. The UCI can support you as you build a strategy to develop cycling: we can provide you with ideas and benchmarks from successful initiatives around the world to help you to reach your goals.

We share the same target: to develop cycling!

Cycling is more than a sport, it is the answer to many concerns of our society: public health, environment, traffic...

UCI BIKE CITY LABEL

In order to promote cities and regions that invest in cycling, the UCI has created a “UCI Bike City Label”. This label will distinguish cities active in two areas:

- Hosting a UCI event
- Developing cycling within its population.

Hosting a UCI event will provide a concrete translation of your ideas and plans. The UCI can support you as you build a strategy to develop cycling: we can provide you with ideas and benchmarks from successful initiatives around the world to help you to reach your goals.

The city/region will be entitled to use the label over a five-year period.

The label will be awarded each year during the UCI Road World Championships. A communication plan dedicated to the winners will be established through the UCI’s various communication channels.
The Union Cycliste Internationale (UCI) is the world governing body for cycling recognised by the International Olympic Committee (IOC). The UCI’s mission is to develop and promote cycling - in close collaboration with National Federations - as a competitive sport, as a healthy recreational activity and as a means of transport.

The UCI governs eight disciplines of the sport of cycling: road, track, mountain bike, BMX Racing, BMX Freestyle, cyclo-cross, trials, indoor cycling. Five of them are represented at the Olympic Games (road, track, mountain bike, BMX Racing and BMX Freestyle), two at the Paralympic Games (road and track) and four at the Youth Olympic Games (road, mountain bike, BMX Racing and BMX Freestyle).

Additionally, the UCI promotes a number of its own events, including the UCI Road World Championships, an iconic annual event, and a wide range of other UCI World Championships and World Cups across the various disciplines. The different sizes and scopes of our events ensure that UCI cycling events can be hosted by all cities.

**INTERNATIONAL UCI EVENTS ARE HELD ANNUALLY FOR ALL OUR DISCIPLINES**

**ROAD**
- UCI Road World Championships
- UCI Gran Fondo World Championships
- UCI Para-cycling Road World Championships
- UCI Para-cycling Road World Cup

**MOUNTAIN BIKE**
- UCI Mountain Bike World Championships
- UCI Mountain Bike Marathon World Championships
- UCI Mountain Bike Eliminator World Championships
- UCI Pump Track World Championships
- UCI 4X World Championships
- UCI Masters Mountain Bike World Championships
- UCI Mountain Bike World Cup
- UCI Mountain Bike Eliminator World Cup

**GRAVEL**
- UCI Gravel World Championships
- UCI Gravel World Series

**TRACK**
- UCI Track World Championships
- UCI Junior Track World Championships
- UCI Para-cycling Track World Championships
- UCI Track Champions League
- UCI Track Nations Cup
- UCI Masters Track World Championships

**CYCLO-CROSS**
- UCI Cyclo-cross World Championships
- UCI Cyclo-cross World Cup
- UCI Masters Cyclo-cross World Championships

**BMX**
- UCI BMX Racing World Championships
- UCI BMX Racing World Cup

**BMX FREESTYLE**
- UCI Urban Cycling World Championships
- UCI BMX Freestyle World Cup

**TRIALS**
- UCI Urban Cycling World Championships
- UCI Trials World Cup
- UCI Trials World Youth Games

**INDOOR CYCLING**
- UCI Indoor Cycling World Championships
- UCI Cycle-ball World Cup
- UCI Artistic Cycling World Cup

The UCI headquarters are located in Aigle, Switzerland, at the UCI World Cycling Centre.
The information contained herein represents the current requirements of the UCI and matters concerning the UCI Cyclo-cross World Championships may evolve and be altered. Substantial amendments and modifications to the UCI’s requirements will be reported to the Organiser and shall be reflected through the Organisation Guide that will be provided and/or in the Organisation Agreement that will be signed with the Organiser.

CONTACT:

sportsdepartment@uci.ch