

APPLICATION TO BE A HOST FACILITY

LEVEL 1 & 2 CERTIFICATE COURSES

SPECIALTY: ADAPTIVE, COMPETITORS, FLEXIBILITY, KIDS, MASTERS



APPLICATION FOR (CHECK ALL THAT APPLY)

Level 1 Certificate Course	Specialty Course: Adaptive	Workshop: Flexibility
Level 2 Certificate Course	Specialty Course: Competitors	
	Specialty Course: Kids	
	Specialty Course: Masters	

GEAR CHECKLIST

The minimum number for our largest capacity seminars are listed. Your facility may still be selected based on seminar cap and type of course. If a course is not specified, it is needed for the majority of course offerings.

Gear	Minimum Requirement	Available	Course Specific	Notes
Usable Indoor Training Area (sq feet)	5000 sq feet			Expect 1 participant per ~100 sq ft.
AbMat	10		L1, ADAP	L1: Only 1 required
Accessibility (US: ADA Compliant)	Mandatory		ADAP	
Automated External Defibrillator (AED) —in working condition	1-mandatory			
Bands—standard 40 inch	20		ADAP, FLEX	Various thicknesses ok.
Black Sharpie Markers	2			
Blank Name Tags	20			
Bumper Plates—5 lb/2.5 kg equivalent	26			
Bumper Plates—10 lb/5 kg equivalent	26			
Bumper Plates—25 lb/10 kg equivalent	24			
Bumper Plates—45 lb/20 kg equivalent	18			
Central Heat/Air Conditioning	1-mandatory			
Chairs	1 per participant; Max 60			
—Additional chairs for "Test-onlys"	1 per test-only; Max 20		L1	This would bring the maximum chair number to 80.
Clipboards	80		L1, KIDS	KIDS: Only 5 required
Cones	10		KIDS	
Dowel Rods or PVC pipes	1 per participant Max 60			
Dry Erase Markers (new)/Dry Eraser				
Dumbbells (pairs) ranging from 5–50 lbs.	20		ADAP, FLEX	FLEX: Kettlebells are an acceptable substitute.
First Aid Kit	1-mandatory			
Folding Tables	2			
Glute-Ham Developer	1		L1	

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GEAR CHECKLIST, CONTINUED

Gear	Minimum Requirement	Available	Course Specific	Notes
Kettlebells, various weights	5		ADAP	
Medicine Balls (any brand), 8 lb/3 kg – 20 lb/9 kg	1 per participant; Max 60			FLEX: Medicine Balls must be Dynamax-sized.
Number 2 Pencils	80		L1	
Padded Gymnastics Mat	2		ADAP, COMP, KIDS, FLEX	
Parelettes (pairs)	5		FLEX	
Pens	5			
Plyo-Boxes, 10 inches	2		ADAP, L1	
Plyo-Boxes, 20 inches	3		ADAP, L1, KIDS	
Plyo-Boxes, 24 inches	5		ADAP, FLEX	
Pull-up Bar Space	Space for 15 ppl at once			
Refrigerator	1		ADAP	
Rings (pairs)	15		ADAP, COMP, L1, FLEX	ADAP: 8 pairs of rings minimum
Rowers	15		ADAP, COMP	ADAP: 8 rowers minimum
Soft, Neft-style balls (3 different colors, 2 in each color)	6		KIDS	
Toilets	1 per 10–15 participants; Max 4			
Weightlifting Bars—35 lb/15 kg	7			
Weightlifting Bars—45 lb/20 kg	14			
Whiteboard (at least 4 ft by 6 ft)	1			

ADAPTIVE: PREFERRED EQUIPMENT

Gear	Minimum Requirement	Available	Course Specific	Notes
Slam Balls—various weights	8+		ADAP	
Sandbags—various weights	8+		ADAP	
Ski Erg	1+		ADAP	
Airbike	1+		ADAP	

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HOST FACILITY QUESTIONNAIRE

Affiliate Name:

Affiliate Website:

Host facility point of contact (include mobile phone number and email):

Complete host facility address (include city, state/country, zip code):

Closest major airport and distance (miles and typical duration) from host facility:

Do you have any outdoor training areas available? If so how big is the area?

For what months can this area be reasonably expected to be used?

Do you have any storage areas separate from the main gym floor (Areas where we can stage gear that is not being used)?
If so how much and what is it?

Is there any info about your gym or gear that would be useful for us to know?

Parking: Do you have a plan for parking 30 vehicles?

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EXPENSES

Each host facility receives money to cover expenses, as outlined in the PAYMENT section below.

Expenses include: acquiring any supplies/equipment on the required list (dowel rods, potable toilets, chairs, whiteboard markers, etc), any cleaning costs and bathroom supplies, supplying beer (L1 only).

Name tags, certificates, and/or T-shirts for the seminar may have customs fees associated with them at the Post Office; these may be reimbursed by CrossFit, Inc.

PAYMENT

Payment for hosting varies per course:

- L1 = \$1000 and 2 scholarship spots OR 3 scholarship spots.
- 2-day courses (e.g., L2/Competitors/Kids/Masters) = \$500 and 1 scholarship spot OR 2 scholarship spots.
- 1-day courses (e.g., Adaptive/Flexibility): \$250 and 1 scholarship spot OR 2 scholarship spots.

HOST RESPONSIBILITIES (CHECK EACH TO AGREE)

Gym availability: It should be assumed that CrossFit staff will need the gym space from 8 AM–6:30 PM each seminar day.

Host point of contact: The point of contact needs to be available at the seminar location at 8AM on Day 1 and to close (~6:30PM). The staff will touch base regarding timing for Day 2 (where relevant) on Day 1. This point of contact should also be "on call" throughout the weekend should the staff need anything.

Host spots: Under no circumstances can you or your facility sell scholarship spots.

Classes: No classes can occur during or near seminar times. This would be between the hours of 8 AM–6:30 PM, and includes lunch on seminar days.

Water: There needs to be a usable water supply (includes at a usable temperature) onsite for the seminar. If not, bottled water should be made available for the participants (~60L per day) at your own cost.

Food: You do not need to supply food for attendees. Many hosts choose to make some coffee and snacks (e.g., nuts, fruit) available, but this is up to you. You will not be reimbursed for these items.

Equipment: Please complete the gear checklist honestly and accurately. All equipment that you indicated as "available" needs to be onsite, ready for use by 8 AM of Day 1.

Level 1 only: Day 1 Social Hour: If you agree to hold the social at the end of Day 1 (usually Saturday evening), you will need to supply the beer and/or other beverages for this event. Space for the social should remain available until at least 6:30 PM.

Adaptive Training only: Accessible/ADA Compliant: To host the Adaptive Training course, the facility must be fully accessible. This means, the facility can accommodate wheelchair access, has accessible bathrooms, etc.

Host facility staff: Beyond the host/point of contact, assistant staff may not linger for the course, unless they are registered as a scholarship spot.

Restrooms: As indicated in the checklist, restrooms are needed depending on the size of the course (1 per every 10–15 participants). Generally for L1, we require 4; for Kids, we require 3; and for all other courses we require 2. You may rent these to meet the requirement at your own cost.

Cleanliness: Your facility needs to be completely cleaned and ready for us no later than 8 AM on Day 1 of the seminar. Throughout the weekend it is your responsibility to make sure the facility remains clean, bathrooms have toilet paper, trash cans are emptied, etc. All unnecessary equipment should be staged or removed from the gym to ensure the minimum requirement of usable square feet listed above is ready by 8 AM of Day 1. We will move equipment to facilitate our training.

Heat/Air Conditioning: Your facility needs to be maintained at a reasonable temperature during the Course. We do not expect facilities to maintain perfectly ideal temperatures. However, participants should not have to wear winter jackets due to a lack of heat, for example. Portable heaters or air conditioners/fans are allowed, BUT cannot be noisy and may detract from a lecture.

Local directions: Please have sheets pre-printed and addresses handy of nearby locations for food (grocery stores, take-out restaurants) and coffee (Starbucks). This information should be available by lunch on Day 1 (~12 noon).

CHECK HERE TO ACCEPT THESE RESPONSIBILITIES

Once this application has been submitted to seminars@crossfit.com for review, we will contact you to let you know if your facility has been selected as a host facility. There are numerous factors that go into selecting facilities in addition to those listed here; submitting an application does not guarantee your facility will be selected to host. Thank you for your interest!