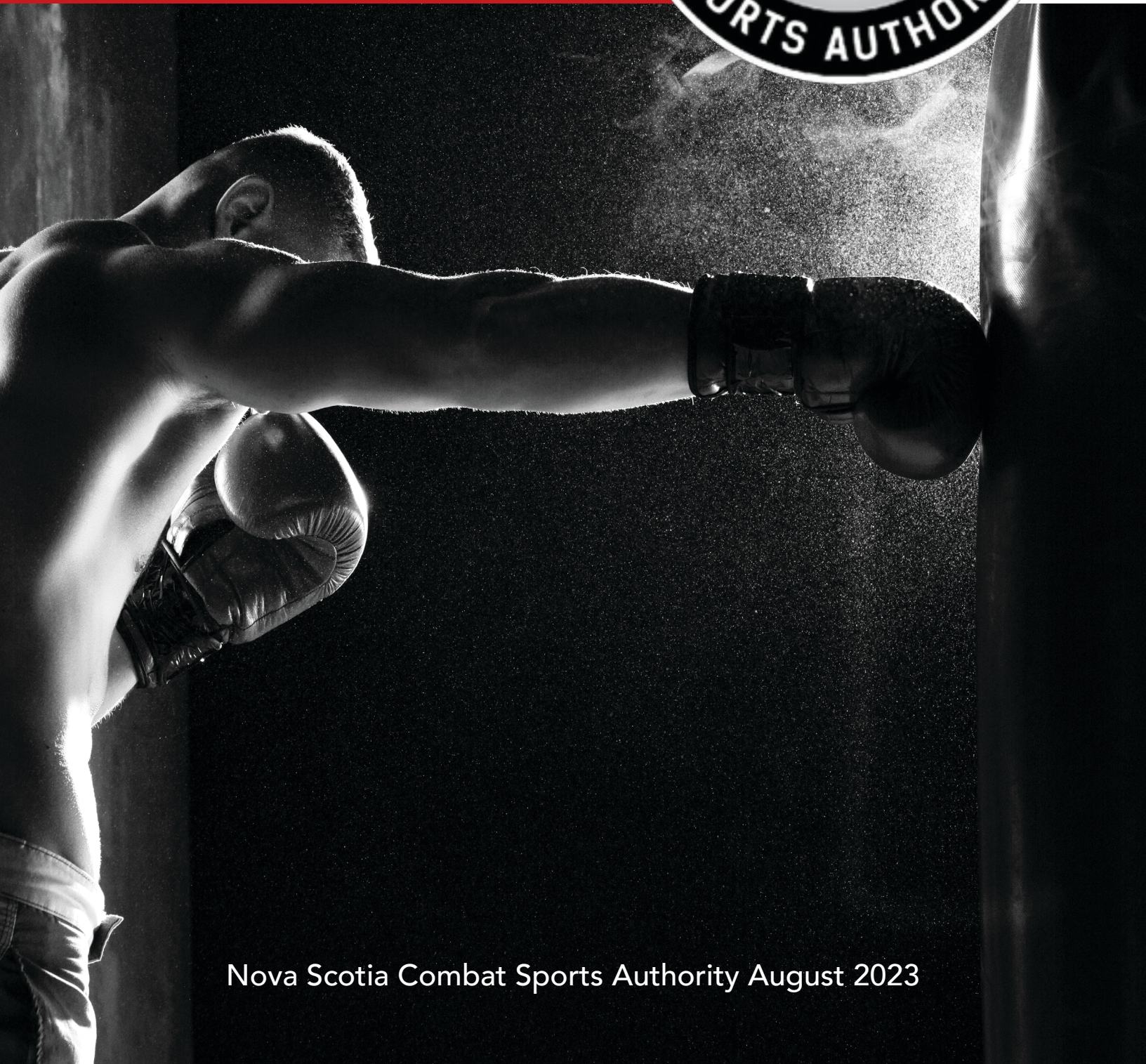


# NSCSA Promoter Requirements



# Promoter Requirements to Hold a Combat Sports Event in Nova Scotia



**It is highly recommended that promoters print and read this in its entirety in order to prevent any confusion or misunderstandings as these requirements will be strictly adhered to.**

The following sections detail, in order, the actions a promoter must undertake for an event to meet the requirements of the Nova Scotia Combat Sports Authority. Please note that there may be additional obligations set out in law, contractual or otherwise, and it is the promoter's responsibility to ensure compliance. Failure to comply with these requirements, the law, regulations, or any other obligations will likely result in disciplinary action, which may include fines, license suspension, or revocation.

In this document the use of the word "Authority" or "NSCSA" refers to the Nova Scotia Combat Sports Authority or its representatives.

## **Sanctioning**

**Sanctioning by the Nova Scotia Combat Sports Authority is a mandatory requirement for hosting combat sports events in the province. With the exception of certain Olympic sports, hosting an event without the necessary sanctioning is considered a criminal offense. Therefore, it is imperative that promoters strictly adhere to all related guidelines and requirements.**

A promoter licensed by the NSCSA can apply to reserve a date (up to 1 year in advance) by submitting to the NSCSA by certified cheque a \$1,000 non-refundable deposit. Please note that this reservation does not guarantee that the event will take place, but it does prioritize your position over other promoters. However, the event remains subject to change due to the availability and discretion of the Authority, among other considerations.

Please note that the NSCSA reserves the right to determine the number of events it sanctions and overseas as well as the timing.

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In some cities and municipalities, it is necessary to apply for a license with the respective city or municipality, in order to hold a live event. In addition, a promoter may require a business license. The promoter should contact the relevant department of the city or municipality in which the event is being held as soon as possible and complete any necessary requirements.

Once a date has been reserved as outlined above, the subsequent step for the promoter is to apply for a sanction letter, which authorizes the hosting of the event. To obtain this, the promoter must file the “30-day sanction requirements” with the Authority at least 30 days in advance of the event, though submitting earlier is preferable. The specific requirements are detailed below:

## **30 DAY SANCTION REQUIREMENTS**

An application to sanction shall include the following:

### **SANCTION FEE**

A sanction fee of \$3,000, which may be partially refundable at the discretion of the Authority, but only if all conditions have been fulfilled. This includes providing a comprehensive financial report of the event and submitting a video copy of the entire event within 30 days of its conclusion.

### **PROOF OF INSURANCE APPLICATION**

The promoter is required to have insurance for the event which must include at least \$2,000,000 of general liability insurance inclusive per occurrence covering all aspects of the event.

Evidence of this should be submitted to the NSCSA office in the form of a letter from the insurance company indicating the intent to purchase or confirmation of application for the specified event and date.

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## SECURITY PLAN

The security plan must include, at a minimum, the following:

- Confirmation of security to be provided by a firm registered in Nova Scotia;
- 1 member of security personnel to every 100 spectators
- The plan should also specify if alcohol will be served at the event and whether it will be controlled by the venue or if there will be a 'beer garden' or something similar
- make the NSCSA aware if there will be any secondary forms of entertainment/ activities being held at the event (dancing, fight demonstrations, etc)

If the Authority has any concerns, it will be communicated to the promoter and need to be addressed before the NSCSA will approve the security plan.

Any changes in the format of the event, layout of the venue, audience size etc. which impact on security for the event must be communicated by the promoter to the Authority and the security plan updated accordingly to meet with Authority approval.

## MEDICAL PLAN

The medical plan must include at minimum:

- Confirmation of one ambulance for the event, which is licensed to transport patients to hospital together with a letter showing confirmation of reservation;
- Two emergency medical assistants who are at minimum PCPs (primary care paramedics) and are available throughout the event.

The PCPs must attend the event equipped with, at minimum:

- AED
- Stretcher
- Jump kit with first aid supplies

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- Oxygen and delivery equipment
- Bag valve mask
- Spinal board
- Cervical collars
- Airway equipment

The Promoter shall provide free admission and seating to such PCPs and such other medical staff as prescribed by the Authority.

## FIGHT CARD

The proposed fight card must be supplied to the Authority as soon as possible, with the finalized fight card being submitted to the Authority no less than 14 days before the event.

The application must contain:

- a. Contracts for either the Main Event or two undercard matches. These contracts should be endorsed either directly by a participant holding a valid license or on their behalf. The licensing commission must legally confirm the license, ensuring it remains valid and doesn't expire before the event in which they are participating.
- b. Contracts between Competitors and Managers and Competitors and Promoters must be formalized using the standard forms provided by the Authority. It's important to highlight that the **MINIMUM PURSE VALUE MUST BE NO LESS THAN \$200.00**. Such forms may be obtained upon request or by downloading from the Authority's website directly ([nscsauthority.ca](http://nscsauthority.ca)).
- c. Copies of infectious disease testing  
**(valid within 6 month of the event and must include)**
  - Hepatitis B Screening
    - a) Surface Antigen
    - b) Core Antibody
    - c) Surface Antibody

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- Hepatitis C Screening
  - HIV Screening
  - Syphilis Screening
- d. The date, time and location of the proposed event.
- e. The (legal) names of the proposed contestants; their fight record; city; and weight class for each match.

**Please note that the Authority must approve each match up.**

Assessing the suitability of match ups requires careful consideration and not all proposals are considered appropriate. To afford the NSCSA ample time for evaluation and approval, it is advisable to send your proposed card in as early as possible.

## **CHANGES TO THE EVENT CARD**

The NSCSA should be notified immediately of any proposed changes to the event card in accordance with the contact particulars on our website.

**Please note: Contestants cannot be added to the card less than 7 days before an event without the approval of the Authority. Be advised that the Authority is unlikely to grant consent for adding contestants to the fight card within 7 days of the event.**

## **14 DAY SANCTION REQUIREMENTS**

At least 14 days before the event, the promoter shake meet with the NSCSA (referred to as the '14 day meeting') At the 14 day meeting, the promoter must provide or have provided the following:

## **PROMOTER'S LICENCE**

The Promoter must have a valid Promoter's NSCSA license.

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## **PROOF INSURANCE**

This must be a certificate of insurance that is satisfactory to the NSCSA and meets the requirements specified in the 30-day sanction requirements mentioned above.

## **CONTESTANT PAPERWORK**

It is the responsibility of the promoter to ensure that the proposed contestants are registered to compete which includes having a valid NSCSA license, completed medicals (including infectious disease) and contracts signed.

Contracts between Competitors and Managers and Competitors and Promoters shall be executed on standard forms supplied by the NSCSA. Such forms may be obtained upon request or by downloading from the NSCSA's website directly ([nscsauthority.ca](http://nscsauthority.ca)).

## **FINANCES**

Cash, certified cheque, money order or e-transfer (due to maximum limits on e-transfer the amount must be paid by the 14 day meeting so please make arrangements to ensure the full amount is paid in time) to cover the cost of the following:

- a) The total amount of all purses (if applicable)
- b) The authority's charges
- c) The cost of ring officials
  - Referees (minimum of \$200.00 per official)
  - Judges (minimum of \$150.00 per official)
  - Timekeepers (minimum of \$150.00 per official)
  - The cost of all medical staff
  - Medical Advisors for Weigh-In Medicals (minimum \$500.00 per Doctor)
  - Medical Advisors for Event (minimum of \$500.00 per Doctor)
  - Where travel is required, promoters are also responsible for hotel, travel, and meal expenses for the above.

If title bouts on the card are sanctioned by organizations that have a different fee schedule officials will be paid according to that organizations fee schedule for that specific bout.

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**NSCSA will determine the number of officials required for each card.**

**The NSCSA's Medical Advisor will determine the number of doctors required.**

## **GLOVES**

New gloves (thumb-less or tack-down) for all main events and all scheduled bouts of 10 rounds or more.

Clean serviceable gloves (thumb-less or tack-down) for the remainder of the matches:

Boxing 8oz. gloves – 147 lbs. and under

Boxing 10oz. gloves – over 147 lbs.

MMA PRO - minimum of 4 oz. gloves

MMA Amateur - minimum of 6 oz. gloves

Kick Boxing Amateur / Pro - minimum of 10oz gloves – 146 lbs. and under

Kick Boxing Amateur / Pro - minimum of 12oz gloves- over 146 lbs.

**Note: Retrieval of the gloves is the responsibility of the Promoter. The NSCSA will ensure that the gloves provided by the Promoter arrive to the event.**

## **EVENT PARTICIPANT INFORMATION**

The promoter shall provide the Authority with:

- a. Any special considerations for the event;
- b. The order in which the matches are to occur;
- c. The order the participants are to enter the ring;
- d. The color (red or blue) corner which the participants are to occupy;
- e. A short bio of each participant (will be provided to the ring announcer);
- f. The name of the participant entering the ring/cage;
- g. Where the participant is from;
- h. The participant's record; and
- i. Such other information as the NSCSA may require.



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Changes will not be made to the above without permission of the Authority.  
There will be no changes to (b, c or d) on the night of the event unless a contestant is unable or unwilling to compete.

## **TICKETS**

The promoter must reserve up to 12 front row seats or a ringside table. The number of required seats will be advised by a member of the NSCSA prior to the event

## **COMMUNICATION TO CONTESTANTS**

### **Min. 3 days prior to event**

It is the promoter's duty to provide contestants, well before and no less than three days before the event, with a copy of the rules specific to their bout (see Rules available for download at [nscsa.ca](http://nscsa.ca)) e.g. novice/advanced rules, requirements for pads and/or headgear etc. and to ensure that contestants are fully informed of the event schedule, including the weigh in procedure.

Promoters are also expected to ensure that contestants are aware that they may be fined, or refused permission to compete, if the contestant is:

- Late to weigh-in
- Late to the rules meeting
- Late for their match
- Fail to complete all paperwork given at the weigh-in
- Fail to attend the pre-bout medical.
- Fail to attend the post-bout medical.

## **ASSESSMENT AND APPROVAL OF MATCHES**

Once the fight card for an event has been submitted by a promoter, the matches

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are reviewed by the NSCSA to check that they are appropriate (i.e. fair, safe and competitive) and that no contestants are currently under suspension.

Any concerns raised by the NSCSA need to be addressed by the promoter in advance of the event. The NSCSA must be notified immediately of any proposed subsequent changes to the fight card.

## **NSCSA CHAIRPERSON OR REPRESENTATIVE**

The Chairperson of the NSCSA or their Representative will attend all sanctioned combat sport events in the Province to observe the event for the purpose of ensuring the overall integrity of the conduct of the event and the safety and security of participants and spectators. However, this presence does not absolve the promoter of their responsibility to adhere to all applicable standards and regulations, nor does it render the Authority's representative liable for any issues that may arise.

The Chairperson or delegate may stop any event if, in the opinion of the Chairperson or his representative:

- A promoter or contestant acts in an inappropriate manner;
- The audience is disorderly;
- There appears to be a risk to the public or a contestant; or
- Other circumstances deemed by the Chairperson or delegate to warrant a stoppage.

## **PROMOTER PERSONNEL**

A promoter may employ volunteer or paid staff to assist with the event. For example, an announcer, ring/cage maintainer or round persons.

The promoter or a representative approved by the Authority in writing will be the only point of contact for the NSCSA staff throughout the event.

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## **ANNOUNCER**

At the beginning of an event, the announcer should announce that the event has been sanctioned by the Nova Scotia Combat Sports Authority together with its named representatives. These names will be provided by the Authority or delegate to the designated announcer in advance of the start of the event.

**It is the responsibility of the promoter to start the event on time and conduct the event as scheduled throughout.**

**No Combat Sports Event will start any later than 7:00 PM without previous approval of the Authority and will have 1 scheduled break. The timing of this break must be included in the schedule.**

## **SUPPLY OF EQUIPMENT**

At an event the promoter is responsible for providing:

- Tape and gauze, pre-measured for each contestant;
- Gloves is sizes appropriate for weight classes;
- Bottled water and ice in bags;
- A container for garbage in each corner;
- A spit bucket must be available in each of the competitor's corners;
- Inspectors chair to be clearly marked;
- Seconds' stools for each corner;
- Suitable at-home style pregnancy tests for female fighters
- Such other articles as are required by the Authority for the proper conduct of the event.

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## **VENUE LAYOUT**

### **THE RING / CAGE**

The Promoter shall provide a ring not less than 18 feet square nor more than 20 feet square within the ropes and in all events the ring floor shall extend beyond the ropes for a distance no less than 18 inches. The ring shall consist of 4 ropes with 2 straps on each side and be no more than 4 feet above the floor of the building or a ring approved by the Authority.

The Promoter shall provide a cage suited for MMA. MMA events will only be permitted in a CAGE or RING that has a minimum of 5 ropes.

**The promoter must provide someone equipped with concentrated disinfectant and material to wipe the mat clean of any bodily fluids during and after each match. The promoter must provide this person with rubber/latex gloves, and they must be worn while in the ring/cage/ring.**

### **SECURE ZONE**

In addition, provision should be made for a 'secure zone' which surrounds all four sides of the ring, cage, competition area, with a distance of a minimum of 8 feet.

A table with seating for four should also be situated ring side (within the secure zone) from which Authority staff have an unobstructed view.

The Promoter shall provide 3 seats at the ring apron for judges, a table and 2 chairs for timekeepers and a table with 2 chairs for Medical Staff. There should also be enough chairs for officials not working current bout.

All seating in the secure zone is subject to direction of the Authority.

### **MEDICAL ROOM**

The promoter shall ensure that there is a designated room, located close to the ring, designated the 'medical room' for performing post-bout physical examinations

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and the administration of medical treatment. This room must contain clean running water.

## **OFFICIALS ROOM**

The promoter shall ensure that there is a designated room for exclusive use of the judges, referees, and timekeepers.

**This room must have enough chairs and a table to accommodate minimum of 12 officials.**

## **DRESSING ROOMS**

A Promoter shall provide suitable dressing rooms for the competitors and no person except the Authority representatives, licensed contestants, their managers and seconds and the promoter or his or her representative shall be permitted in the dressing room unless directed otherwise by the Authority.

Each of the dressing room doors must have a computer generated and printed sign that reads professionally – RED CORNER/BLUE CORNER with the contestants first and last name underneath. There may need to be dressing room 1 and 2 for each color to allow contestants and coaches not to be in same dressing room as their opponents.

## **NSCSA STAFF / PAY ROOM**

The Promoter shall ensure that there is a designated private room for the exclusive use of the NSCSA Staff (dressing room inspectors and corner inspectors). This room can also be used as the “Pay room” to pay contestants at the end of the night.

## **WEIGH-IN CEREMONY**

Prior to any event, all contestants must attend the weigh-in ceremony and preflight medical. Unless otherwise approved by the NSCSA, the weigh-in must take place no more than 36 hours before the start of the event, at a venue approved by the NSCSA.

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The scales used for the weigh-in must be approved by the NSCSA and the contestants able to use them during the 2-hour period before the start of the weigh-in ceremony itself.

Participants must make their contract weight at the time the Authority sets for the official weigh-in. Scales will be provided 2 hours prior to the official weigh-in.

To conform to the Association of Boxing Commission's Unified Rules, the NSCSA has adopted the unwritten custom of the 1 LB allowance over the contracted weight for non-title bouts (this is to make allowance for any clothing worn by the contestant).

**No extra time will be allowed after the official weigh-in for the participant to make their contract weight.**

**Competitors are required to wear appropriate boxing shorts or walking shorts**

If the pre-fight medicals are being held at the same location, such location must have a private room with running water for the doctors to conduct the pre-fight medicals.

Competitors must be able to present government issued photo ID at the weigh-in.

**Competitors who do not make weight are subject to the NSCSA penalties as well as any penalties pursuant to their contract.**

Competitors who fail to make the designated weight are required to forfeit 20% of their purse or \$200.00, whichever is greater, to their opponent. If 20% of the purse is less than \$200.00, the promoter must cover the difference. Importantly, this transaction will be managed by the Authority at the end of the night when fighters are being paid; competitors are not to transfer these funds directly between themselves.

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During the weigh-in contestants are weighed, by an individual approved by the Authority, in the presence of their opponent and a NSCSA representative.

Once weighed-in contestants must sign to acknowledge their weights.

## **SAFETY CHECKS**

On the day of the event, the NSCSA Chairperson or delegate conducts a safety review and check of the ring/cage and the facility to ensure the prescribed requirements are met and that all the elements of the security plan have been implemented. However, this check does not shift the primary responsibility for safety and security, which remains with the promoter.

The Authority may refuse to allow an event to proceed if it appears that safety and security provisions are inadequate.

## **MEDICAL TREATMENT & INJURIES**

During a match the ringside physician may request to, or be asked by the referee to, enter the ring to examine a contestant. If the ringside physician deems that the contestant is unable to continue the match, it will be stopped.

If necessary, the ringside physician may order a contestant and their second to remain in the ring or at the venue for observation; or recommend further treatment including hospitalization. Both injuries and recommendations for treatment are captured via the post-bout medical and suspension forms which are completed by the ringside physician following a match.

**If a contestant refuses medical treatment or to follow advice of the ringside doctor the contestant will be suspended indefinitely until the contestant proves to the Authority that the injuries that caused the doctor to recommend treatment have been dealt with and a report sent to the Authority.**

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Should a contestant require transportation by ambulance to a medical facility due to injuries sustained during the event, it is the responsibility of the Promoter to provide payment for the charges incurred.

## **SCORING AND RESULTS**

The finalized results are forwarded to industry data bases such as mixedmartialarts.com (official database of the Association of Boxing Commissions of which the NSCSA is a member) for publication on the internet. The promoter may also choose to publish the results of the event online or via another medium.

## **ADVERTISING**

On all advertising relating to the combat sport event, the clause “Combat Sport Event is Subject to Change” must appear.

Tickets to an event may not go on sale until sanctioning is received from the NSCSA.

Should there be any changes to the event as soon as the Promoter is aware they need to notify the Chairperson or Director of Combat Sports immediately. The Promoter must also advise the public as soon as possible. All advertisements should be altered with the changes within twenty-four (24) hours.

## **CHARITABLE ORGANIZATIONS**

A Promoter desiring to conduct a combat sports event or exhibition under the auspices of or in conjunction with a charitable organization shall submit the proposed agreement setting forth the terms and conditions of the event to the Authority for approval.



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