



BC Athletics
Track & Field Meet
 Sanction Application and
 Event Information

#120 – 3820 Cessna Dr.
 Richmond BC V7B 0A2
 ph: (604) 333-3550
 fax: (604) 333-3551
 e-mail: bcathletics@bcathletics.org
 website: www.bcathletics.org

- Sanction Applications to be submitted **3 months prior to event date.**
 A \$26.25 surcharge will be applied if sanctioning is requested with less than 30 days notice.
- Sanction Application Fees: BCA Affiliated club members - \$15.75 –
 Non BCA clubs/organizations - \$31.50
- Fees includes GST (#127293264) – payable to BC Athletics
- **Include registration package & information forms**
- Complete and return with payment to BC Athletics
- The Alternative Liability Insurance Waiver fee is \$52.50
- Post Event Submission Forms are required for all events. Forms and fees are due 30 days after the completion of the event.

MEET INFORMATION

Event Name: _____ BCA championship? Yes No

Please indicate the Series this event is part of: _____

Proposed date: _____ Starting time: _____

Info email: _____ Event Website: _____

Alternate date: _____ *Note: championship meets not to begin before 11:00am on day one*

ADMINISTRATION

Club/Non-profit society/recognized approved organization requesting sanction: _____

Current BC Athletics affiliated club: Yes No

Registered Non-Profit Society Registered Charity Corporation Partnership Sole Proprietorship Other: _____

Meet Director: _____

Address: _____
P.O. Box & Street Address City Prov. Postal Code

Res. Ph: _____ Bus. Ph: _____ Fax: _____

e-mail: _____

Meet Manager: _____

Address: _____
P.O. Box & Street Address City Prov. Postal Code

Res. Ph: _____ Bus. Ph: _____ Fax: _____

e-mail: _____

Entry Chairperson: _____

Address: _____
P.O. Box & Street Address City Prov. Postal Code

Res. Ph: _____ Bus. Ph: _____ Fax: _____

e-mail: _____

Officials Chairperson: _____

Address: _____
P.O. Box & Street Address City Prov. Postal Code

Res. Ph: _____ Bus. Ph: _____ Fax: _____

e-mail: _____

PAYMENT INFORMATION

(Fees include GST)

- \$15.75 – Sanction fee BCA Club/Org.
- \$26.25 – Surcharge – less than 30 days notice
- \$31.50 – Sanction fee Non-BCA Club/Org.
- \$52.50 – Alternative Liability Insurance Fee

VISA /MC/Amex Cheque/MO Cash Card #: _____ Exp. Date: _____

Cardholder: _____ Signature: _____

MEET DETAILS

Venue: _____

Changing rooms location: _____

Details of prizes, medals etc: _____

Proposed scale of entry fees: _____

Sponsoring body (if any): _____

Proposed scale of admission fees for spectators (if any): _____

Proposed events and schedule: *attach copies of entry forms and registration package and any pertinent information*

Provide a complete set of results to BC Athletics immediately following your event. Results should be forwarded to sam.collier@bcathletics.org.

FACILITY AND EQUIPMENT

Track Details:

Size: _____ Surface: _____ # of lanes: _____

Lane width: _____ Regulation Steeplechase water jump? Yes No

Field Details:

Discus:	Regulation circle: <input type="checkbox"/> Yes <input type="checkbox"/> No	If no will a portable ring be used? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Regulation cage: <input type="checkbox"/> Yes <input type="checkbox"/> No	Circle surface material: _____
Shot Put:	Regulation circle: <input type="checkbox"/> Yes <input type="checkbox"/> No	Circle surface material: _____
Hammer:	Regulation circle: <input type="checkbox"/> Yes <input type="checkbox"/> No	If no will a portable ring be used? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Regulation cage: <input type="checkbox"/> Yes <input type="checkbox"/> No	Circle surface material: _____
Javelin:	Type of runway: _____	Throwing arc: <input type="checkbox"/> wood <input type="checkbox"/> metal <input type="checkbox"/> line Runway Length _____
Long Jump:	Runway surface: _____	Width of pit (min. 2.75m): _____
	Distance - take-off board to front edge of pit (min. 1m): _____	
	Distance - take-off board to end of landing area(Sr. men min.10m): _____	Runway length (min.40m): _____
Triple Jump:	Runway surface: _____	Width of pit (min. 2.75m): _____
	Distance - take-off board to front edge of pit (senior men min. 13m): _____	
	Runway length (min.40m): _____	
High Jump:	Jump approach surface: _____	
	Landing size and material: _____	
	Length of runway (min. 15m in the direction of the approach): _____	
Pole Vault:	Type of runway surface: _____	
	Height to which bar can be raised: _____	
	Length of runway (min. 40m): _____	
	Distance between vertical posts: _____	
	Landing area size and materials: _____	

Equipment:

Will you provide all throwing implements?: Yes No

Will athletes be permitted to use their own implements, if approved by a Tech. Ref. (IAAF Rule 187.2): Yes No

Will wind gauges be used for sprints, hurdles, long jump & triple jump?: Yes No

Make of hurdles to be used: _____

Heights to which hurdles can be adjusted: .762m (2'6") .840m (2'9") .914m (3') .990m(3'3") 1.067m 3'6")

Will hurdles be weighted?: Yes No

Maximum spike lengths allowed: Track _____ mm Field (HJ/LJ/TJ/PV/JAV) _____ mm

RISK MANAGEMENT *continued*

2. LIABILITY INSURANCE COVERAGE FOR BC ATHLETICS SANCTIONED EVENTS:

BC Athletics sanctioned events are required to have liability insurance. Event organizers can choose to: a) Provide their own Alternative Liability Insurance coverage as approved by BC Athletics; or b) Take the coverage provided through BC Athletics.

Please indicate below what insurance coverage the event will have.

Alternative Liability Insurance: See BC Athletics requirements as outlined in the a) Alternative Liability Insurance Checklist; and b) Waiver and Indemnification forms. The Alternative Liability Insurance Waiver fee is \$52.50

BC Athletics Insurance: Coverage limit \$5 million: Please list the legal name of each party requesting to be named as an additional insured and provided with a certificate of insurance – attach additional sheets as needed. Include your club/organization if a copy is required. Examples of those requesting to be named are: facility owners of stadiums, streets, parks, highways, private/public land, etc. where the event and associated activities will take place. PLEASE PRINT

Name	Contact Person	Fax

POST EVENT SUBMISSION FORMS

All BC Athletics sanctioned events are required to submit a Post Event Submission Form within 30 days of the completion of their event. An online version of the form is available on the BC Athletics website under the "Event Directors" link at <http://www.bcathletics.org/main/resources.htm#resources> The form can be filled out on-line and printed to submit with payment.

MEET DIRECTOR

I, _____ On behalf of the Organizing Committee and _____
BC Athletics club or Event Organization

Declare that all qualifications for a sanctioned event have been met and that all rules (IAAF, Athletics Canada, BC Athletics) will be adhered to.

Signature: _____ Date: _____

BC ATHLETICS USE

The above meet on _____ HAS or HAS NOT Been approved..

Signature: _____ Date: _____