



SANCTIONING PACKAGE 2011-2012

Purpose and Benefits of Sanctioning Events

As the Provincial Branch of Athletics Canada and the International Association of Athletics Federations (IAAF), Athletics Manitoba has the responsibility for sanctioning Athletics (Cross Country, Road Running and Track and Field) events and competitions in Manitoba. The purpose and benefits of sanctioning, as outlined below, are of value to the participant and event organizers. Sanctioning events supports the goal of staging quality events and helps to support the development of programs and services in all areas of our sport.

Event Sanctioning

Purpose of Sanctioning:

1. Insures a commitment by the event organizer that the event will be conducted in accordance with the IAAF, Athletics Canada and Athletics Manitoba rules.
2. Insures that the event will be conducted in a fair and safe manner.
3. Insures the recognition of results for provincial and national recognition.
4. Insures that the event meets a standard of quality required for sanctioning by Athletics Manitoba.

Benefits of Sanctioning your event:

1. Liability Insurance - sanctioned events are fully covered with liability insurance for organizer, volunteers, athletes and spectators.
2. Technical Assistance - Advice and support for the event where needed.
3. Officials - Access to Certified Technical Officials (as required) to officiate the event. (Meet organizers are responsible for contacting MTFOA and paying honorarium fees).
4. Calendar of Events - Listing and Promotion through both the electronic and print versions at no charge.
5. Equipment and Services - Use of Athletics Manitoba competition and timing equipment. (Meet organizers responsible to contact timing crew to discuss meet requirements)
6. Assistance in securing venues and necessary permits.
7. Posting of all results and submission to Athletics Canada for ranking purposes.
8. Training for Entry Chairperson and Results Chairperson.
9. Assistance in setting up Hy-Tek and Direct Athletics (applicable fees charged post event).

Sanctioning

For further information on sanctioning an event with Athletics Manitoba please contact the office at (204) 925-5745 or email diana_stevens@athleticsmanitoba.com

Please note that if you are hosting a provincial championship you are required to submit a tentative schedule 6 weeks in advance.



**TRACK & FIELD MEET
SANCTION APPLICATION AND EVENT INFORMATION**

- Completed Sanction Application Form and Fees to be submitted 2 months prior to event date.
- Sanction Application Fee is a non-refundable deposit of \$250.00.
- Complete and return form with payment to Athletics Manitoba, 145 Pacific Ave., Wpg., MB R3B 2Z6
- Post Event Submission Forms are required for all events and are due within 30 days of the completion of the event.

Meet Information

Event Name: _____

Indoor Event Outdoor Event Request for Provincial Championship Distinction

Year the Event has been held: _____ Proposed Date(s) of Event: _____

Location of Event: _____

Facility Rental/Permits Secured: Yes No

Main Contact for Event: _____ Role: _____

Email: _____ Phone: _____

Cell Phone: _____ Fax: _____

Club/Non-Profit Committee requesting sanction: _____

Athletics Manitoba affiliated Club? Yes No

Event Website: _____

Meet Directors Name: _____ **Email:** _____

Phone Number: _____ **Cell Phone:** _____

Entry Chairperson Name: _____ **Email:** _____

Phone Number: _____ **Cell Phone:** _____

Results Chairperson Name: _____ **Email:** _____

Phone Number: _____ **Cell Phone:** _____



MEET DETAILS

Anticipated participation in event(s): _____ Ages: _____

Proposed Entry Fees: _____ Proposed Admission Fees: _____

Is there a event program? Yes No **Please attached a tentative schedule to application.**

FACILITY AND EQUIPMENT

Name of Facility: _____ Certified: Yes No

Size of Track: _____ Surface: _____

Number of Lanes: _____ Maximum spike length for track surface: _____

Field Details:

Discus Circle: Yes No Shot Put: Yes No Javelin: Yes No Hammer: Yes No

Throwing Cage: Yes No

Long Jump: Runway Surface: _____ Runway Length: _____

High Jump: Jump approach surface: _____ Runway Length: _____

Landing mat size and material: _____

Equipment

Will you be providing all throwing implements: Yes No

Will athletes be allowed to use their own implements if approved by Technical Committee? Yes No

Will you provide wind gauges to be used for sprints, hurdles, long and triple jump? Yes No

Do you require Athletics Manitoba wind gauges for sprints, hurdles, long and triple jump? Yes No

Can hurdles be adjusted? Yes No Are hurdles weighted so that they tip for safety? Yes No

OFFICIALS

Manitoba Track and Field Officials Association is the recognized body for recognition of results for records, selection, placing and awards. The MTFOA works in partnership with Athletics Manitoba and the event organizing committee to assess meet needs and officials requirements. For further information please contact Jennifer Campbell at je_camp@shaw.ca or contact Athletics Manitoba.

RISK MANAGEMENT

Who will be providing first aid/medical support at the meet: _____

Qualifications (Training/Certification): _____

Name of closest medical facility: _____ Distance: _____

Does committee have an Emergency Action Plan in place for event: Yes No



AGREEMENT

I, _____ on behalf of the Organizing Committee and
Race Director (please print)

_____ declare that all the requirements for a sanctioned
Club or Event Organization

event have been met and that all rules of the sport of Athletics will be adhered to. On behalf of the Organizing Committee I agree to submit a **Post Event Submission Form** within 30 days of the completion of the event and submit all results to Athletics Manitoba within 48 hours of the completion of the event.

Signature

Date

Payment Information

\$250.00 sanction fee included by cheque

\$250.00 sanction fee payable by credit card:

Card Number: _____ Expiry Date: _____

Three Digit code on back of card: _____

Name as it appears on card: _____

Address of card holder: _____

Postal Code: _____ Telephone Number: _____

Signature: _____



TRACK & FIELD / ROAD RUNNING / CROSS COUNTRY

145 Pacific Ave. • Winnipeg, MB R3B 2Z6 • Tel: 204-925-5745 • Fax: 204-925-5792 • athleticsmb@shaw.ca • www.athleticsmanitoba.com

Please note that Athletics Manitoba will verify entry numbers and invoice for total amount owing along with charges for consumable competition equipment and other outstanding charges within 48 hours of event. Invoice will be sent along with this Post Event Form.

POST EVENT FORM

Section 1 Event Information

Event: _____ Event Date: _____

Hosted by: _____ Event Director: _____

Phone Number: _____ Email: _____

Section 2 Total Event Demographics

If your event had more than one competition participation numbers will be calculated separately (example: Elementary Relays plus age class events)

Event: _____ Athletes _____ Males: _____ Females: _____

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Section 3 Participant Fees

Total Number of Athletes in all events _____ x \$1.00 = Total Fees Due: \$ _____

Direct Athletics fees _____ x .25 = \$ _____

Thank you for sanctioning your event with Athletics Manitoba.