



## **TRACK AND FIELD / ROAD RUNNING / CROSS COUNTRY**

145 Pacific Ave. Winnipeg, MB. R3B 2Z6 • Tel: 204-925-5745 • Fax: 204-925-5792  
programs@athleticsmanitoba.com • execdirector@athleticsmanitoba.com

### **Athletics Manitoba Sanctioning Form 2015**

#### **Purpose of Benefits and 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 and Track and Field) events and competitions in Manitoba. The purposes 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.

#### **Entries, Results and Sanction Fees**

Please note that there are two different fee options with regard to sanctioning fees:

**Option 1:** Clubs pay the regular sanctioning fee of \$250 but they insure they have volunteer or volunteers who will manage entries and results for them using Hy-Tek

**Option 2:** Clubs will pay the regular sanctioning fee of \$250 but will also pay an increased fee for Hy-Tek and Athletics Manitoba will pay someone who has been trained to manage entries and results. This is an in and out cost (i.e. no revenue is created for Athletics Manitoba) and is an honorarium based on the average time required for the type of meet being run. Essentially Athletics Manitoba will link the club with the Hy-Tek expert and pay them. The club is still responsible to communicate with this individual and manage entries and results.

Sanction Fees are non-refundable and are as follows:

- \$250.00 sanction fee (Hy-Tek expertise for entries and results provided by the club/host organization)
- \$413 for a one day meet, Athletics Manitoba pays a Hy-Tek expert for entries and results
- \$488 for a two day meet, Athletics Manitoba pays a Hy-Tek expert for entries and results
- \$75 for each additional day if a Hy-Tek expert is needed



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### **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 for the event where needed.
3. Officials - Access to Certified Technical Officials (as required) to officiate the event. (Meet organizers 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 including responsibility of organizers to supply volunteers for the specific role of field entries)
6. Assistance in securing venues and necessary permits.
7. Posting of all results and submission to Athletics Canada for ranking purposes.

### **Sanctioning**

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

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



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

- Completed Sanction Application Form and Fees to be submitted one month prior to event date.
- 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

Proposed Date(s) of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Facility Rental/Permits Secured:  Yes  No

Main Contact for Event: \_\_\_\_\_ Role: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

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:** \_\_\_\_\_



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### MEET DETAILS

Anticipated participation in event(s): \_\_\_\_\_ Ages: \_\_\_\_\_

Proposed Entry Fees: \_\_\_\_\_ Proposed Admission Fees: \_\_\_\_\_

Is there an event program?  Yes  No

***Please attached a tentative schedule to application and refer to Appendix 1 for recommended age appropriate events.***

### FACILITY AND EQUIPMENT

Name of Facility: \_\_\_\_\_

Certified:  Yes  No

Size of Track: \_\_\_\_\_ Surface: \_\_\_\_\_

Number of Lanes: \_\_\_\_\_ Maximum spike length for track surface: \_\_\_\_\_

#### Field Details:

**(If using U of M please contact Karen Murison at 474-6495 or Karen.murison@umanitoba.ca)**

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



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### 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](mailto: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: \_\_\_\_\_

**In order for the sanction application to be approved an emergency action plan must be included.** This is a one page document that outlines key details in case of an emergency. Contact Chris at [programs@athleticsmanitoba.com](mailto:programs@athleticsmanitoba.com) if you require an example.

### AGREEMENT

I, \_\_\_\_\_ on behalf of the Organizing Committee and  
*Meet 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 (Hy-Tek expertise for entries and results provided by the club/host organization)
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- \$488 for a two day meet, Athletics Manitoba pays a Hy-Tek expert for entries and results
- \$75 for each additional day if a Hy-Tek expert is needed
  
- Payment included by cheque



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*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: \_\_\_\_\_

Event: \_\_\_\_\_ Athletes Males: \_\_\_\_\_ Females: \_\_\_\_\_

Event: \_\_\_\_\_ Athletes Males: \_\_\_\_\_ Females: \_\_\_\_\_

### Section 3 Participation Fees

Total Number of Athletes in all events \_\_\_\_\_ x \$1.00 = \$ \_\_\_\_\_

Equipment replacement fee (hip numbers, ammunition): \$50.00

Total Participation Fees: \_\_\_\_\_

***Thank you for sanctioning your event with Athletics Manitoba.***



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### Appendix 1

#### PEE WEE ATHLETE EVENTS

60m	300m	HJ	Discus (750g)	Triathlon – 60m; LJ or SLJ; Shot (indoor)
60mh	600m	LJ	Ball Throw	
150m	1000m	SLJ	Shot Put (3kg or less)	Tetrathlon – 60m; HJ; Shot; 600m (outdoor)

#### BANTAM ATHLETE EVENTS

60m	300m	LJ	Discus (750g)	Triathlon – 60m; LJ or SLJ; Shot (indoor)
60mh	600m	SLJ	Ball Throw	
80mh	1200m	HJ	Shot Put (3kg or less)	Tetrathlon – 60m; HJ; Shot; 600m (outdoor)
150m				

#### MIDGET ATHLETE EVENTS

60m	200mh	800m	HJ	Shot (3kg women; 4kg men)
60mh	100m	1200m	LJ	Javelin (500g; 600g)
80mh (women)	200m	2000m	TJ	Discus (1kg)
100mh (men)	300m	1500m sc (no water barrier)		Hammer (3kg women; 4kg men)

Women Pentathlon – 80mh; HJ Shot; LJ; 800m

Men's Pentathlon – 100mh; LJ, Shot, HJ; 1000m

#### YOUTH ATHLETE EVENTS

60m	100m	800m	HJ	Weight Toss (7.26kg women; 9.07kg men)
60mh	200m	1500m	LJ	Javelin (500g women; 700g men)
100mh(women)	300m	3000m	TJ	Discus (1kg women; 1.5g men)
110mh (men)	400m	2000m sc	PV	Hammer (3kg women; 5kg men)
300mh		Shot (3kg women; 5kg men)		

Men's Pentathlon – 60mh, LJ, SP, HJ, 1000m (indoor)

Women's Pentathlon – 60mh, HJ, SP, LJ, 800m (indoor)

Octathlon (men) – Day 1 – 100m; LJ; shot; 400m Day 2 – 110mh; HJ; Javelin, 1000m

Heptathlon (women) – Day 1 – 100mh; HJ; Shot; 200m Day 2 – LJ, Javelin; 800m

#### JUNIOR ATHLETE EVENTS

60m	100m	1500m	10000m	Weight Toss (9.07kg women; 11.34kg men)
60mh	200m	3000m	HJ	Javelin (600g women; 800g men)
100mh(women)	300m	2000m sc	LJ	Discus (1kg women; 1.75g men)
110mh (men)	400m	3000m sc	TJ	Hammer (4kg women; 6kg men)
400mh	800m	5000m	PV	Shot (4kg women; 6kg men)

Men's Pentathlon – 60mh, LJ, SP, HJ, 1000m (indoor)

Women's Pentathlon – 60mh, HJ, SP, LJ, 800m (indoor)

Octathlon – Day 1 – 100m; LJ; shot; 400m Day 2 – 110mh; HJ; Javelin, 1000m

Heptathlon – Day 1 – 100mh; HJ; Shot; 200m Day 2 – LJ, Javelin; 800m

Decathlon – Day 1 – 100m; LJ; Shot; HJ; 400m Day 2 – 110mh; Discus; PV; Javelin; 1500m



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### **SENIOR ATHLETE EVENTS**

60m	100m	1500m	10000m	Weight Toss (9.07kg women; 15.71kg men)
60mh	200m	3000m	HJ	Javelin (600g women; 800g men)
100mh(women)	300m	2000m sc	LJ	Discus (1kg women; 2.000kg men)
110mh (men)	400m	3000m sc	TJ	Hammer (4kg women; 6kg men)
400mh	800m	5000m	PV	Shot (4kg women; 7.260kg men)

Men's Pentathlon – 60mh, LJ, SP, HJ, 1000m (indoor)

Women's Pentathlon – 60mh, HJ, SP, LJ, 800m (indoor)

Heptathlon – day 1 – 100mh; HJ; Shot; 200m Day 2 – LJ, Javelin; 800m

Decathlon – Day 1 – 100m; LJ; Shot; HJ; 400m Day 2 – 110mh; Discus; PV; Javelin; 1500m