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EVENT SANCTIONING PROCESS

Athletics Yukon

Event Sanctioning Process

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1. Road / Cross Country Race Sanctioning Application

This document outlines the policies and procedures for applying for an Athletics Yukon road / cross country race sanction. There are a number of privileges and responsibilities that go with a Sanction, and they should be fully understood before a Sanction is granted. All races receiving an Athletics Yukon Sanction must meet certain minimum technical standards. These standards are outlined in Section 1.C and should be referred to before the form below is completed. Certain services are available to Clubs who receive sanctioning approval from Athletics Yukon. These are outlined in Section 1.D.

The information requested on the attached application is necessary to confirm that the planned competition will meet Athletics Canada, IAAF and Athletics Yukon rules, regulations and expectations.

1.A Eligibility to conduct a Sanctioned Road Race

Any club that is affiliated and in good standing with Athletics Yukon can apply for a road / cross country sanction.

Note: Since all Yukon Championship events must be certified, if the course is not already certified, please indicate when the course will be measured and an application for certification filed. Athletics Yukon will attempt to provide a certified course measurer if one is not available in your community. Transportation, accommodation and meal costs will be paid by the Club requesting this service.

1.B Application for Road / Cross Country Race Sanction

GENERAL INFORMATION

(Please type or print)

1. **Name of Club Requesting Sanction:** _____

2. **Race Director:** _____

Full Mailing Address: _____

Contact Phone Number(s) _____

Email: _____

3. **Race Information:**

Athletics Yukon Championship? Yes _____ No _____

Name of Race: _____

Proposed Date: _____

Starting Time(s): _____

Certificate(s) of Insurance required for: _____

Event Description: _____

Race Categories and Distances (Please mark with an "X" the age categories and what distances for each category)

Category	Men	Distance	Women	Distance
Masters III (60 & over)				
Masters II (50 & over)				
Masters I (35 & over)				
Senior (20 – 34)				
Junior (18-19)				
Youth (16-17)				
Midget (14-15)				
Junior (12-13)				
Pewee (11&under)				

Laps _____ OUT and BACK _____ POINT to POINT _____

Is the Course Certified? Yes _____ No _____ If Yes, what is the Certificate No.: _____

Surface of Course: _____

Location of course, including the start and finish (Please attach a draft of the entry form and course description – (attach map if appropriate)). _____

Awards Detail: How deep in each category? _____

Entry Fee: _____

Sponsoring Body(ies): _____

An Athletics Yukon Day of Event Participation Fee of \$2.00 for non-championship or \$5.00 for championship events must be remitted to Athletics Yukon for events under this sanction. Following your event, provide Athletics Yukon with the number of participants and an invoice will be provided.

Declaration

I, on behalf of the organizing committee and the Athletics Yukon affiliated Club, declare that all qualifications for a sanctioned road/ cross country race have been met and that all rules (IAAF, Athletics Canada, Athletics Yukon) will be adhered to.

I understand that Athletics Yukon reserves the right to apply such other terms and conditions to a Sanction as it deems appropriate for the best interest of Athletics Canada, Athletics Yukon and their programs and that Athletics Yukon may require a separate Memorandum of Agreement with this competition as a condition of Sanction.

Name: (please print) _____

Signature: _____ **Date:** _____

Submit completed application(s) to:

Athletics Yukon, 4061 4th Avenue, Whitehorse, Yukon, Y1A 1H1
info@athleticsyukon.ca

Application must be received by Athletics Yukon no later than 45 days prior to the competition.

1.C Sanction Criteria for Road / Cross Country Races

1. **Medical Facilities** – St. John Ambulance or equivalent at race (Standard First Aid).
2. **Water/Aid Stations** – are to be available at the start and finish, plus: every 5 Km for winter races, or every 3-5 kilometers for summer races (April through September).
3. **Traffic Control and Marshalling** – (**Road**) intersections with traffic lights controlled by police. Traffic controls at all other intersections and parking lots with access to the course. Lead vehicle with race official on board may be required. (**Cross-County**) intersections where a competitor can take a wrong turn are to be flagged and blocked off. Marshals shall be located on the course in areas where there is a strong potential for competitors to go off course. Controllers shall be stationed at key spots on the course and record the bib numbers of all competitors that go by them. Each control should have communication and an accurate start-list.
4. **Course Measurement** – race course must be accurately measured and certified if a championship event.
5. **Distance Markers** – markers placed clearly and accurately at 1 Km or 1 mile plus every 5 Km.
6. **Results** – full written results available to all participants and emailed to Athletics Yukon.
7. **Age Groups** – championship events must have all Athletics Age Groups. All other events must have minimum of 10-year age groupings and where numbers justify it 5-year age groupings.
8. **Participation** – all race participants must be insured under Athletics Yukon. For Championship events a one-day \$5.00 participant fee can be sold to non-members. For non-championship sanctioned events a one-day \$2.00 participant fee. This is in addition to the race entry fee and constitutes membership as defined by the terms of the insurance policy.
9. **Entry Form** – “Sanctioned by Athletics Yukon” must be clearly displayed on the entry form.
10. **Waivers** – All participants must sign a Waiver, Release and Indemnity, saving harmless both Athletics Canada, Athletics Yukon and the Club. Athletics Canada, Athletics Yukon must be named specifically.
11. **Compliance** – comply with all IAAF, Athletics Canada and Athletics Yukon rules and regulations.

1.D Available Road / Cross Country Race Services

1. **Insurance** – If an affiliated club, that is in good standing, requests sanctioning for an event, that they are organizing and the request is approved by Athletics Yukon, then the event will be covered by Athletics Yukon’s insurance policy.
2. **Equipment Loan** – clocks, watches, timing devices, flags, officials vests and other equipment essential to your race
3. **Course Measurement** – Athletics Yukon will attempt to provide a certified course measurer if one is not available in your community. Transportation, accommodations and meal costs will be paid by the club requesting this service.
4. **Competition Numbers** – Athletics Yukon will lend identification numbers (bibs) to clubs organizing sanctioned events.
5. **Sample Waiver Form** – all races must require participants to sign a Release, Waiver and Indemnity. Phone or write for a sample waiver.
6. **Technical Support** – Athletics Yukon may provide technical support to your event.
7. **Officials**– Athletics Yukon will attempt to send officials to assist with your race. Funding is available to send officials to championship events. Transportation, accommodation and meal costs will be paid by the club requesting this service for races that are not championship events. A current contact list of officials will also be sent to your organizing committee.
8. **Entry Form Distribution** – distributed to all Athletics Yukon affiliates.
9. **Promotion** – Athletics Yukon will promote sanctioned road races through website and calendar.

2. Track and Field Sanctioning Application

If you are planning a track and field event, please CONTACT ATHLETICS YUKON directly to obtain the most recent track and field specifications and discuss your particular needs.

