

9.8 Provincial Level Event Sanction Application Form

SCA sanctioned races receive the following benefits:

- Listing on the SCA events calendar (newsletter and website)
- Eligibility for liability insurance via race being open only to holders of UCI licenses, SCA in-province licenses, or a single event membership
- For Sask Cup Road and Mountain Bike events – SCA race results assistance

<u>Organizer's Information</u>	
Name _____ (must be the chief organizer of the event)	
Name of Club _____	Phone (h) _____ (w) _____ (c) _____

<u>Event Information</u>	
Event Name _____	Date _____
Location of the Event _____	
Description of Non-Cycling Activities, if any: _____	

(v)	Type of event	Participant Levy	(v)	Type of event	Participant Levy
<input type="checkbox"/>	Stage Race	\$2	<input type="checkbox"/>	Downhill	\$2
<input type="checkbox"/>	Road Race	\$2	<input type="checkbox"/>	Enduro	\$1
<input type="checkbox"/>	Criterium	\$2	<input type="checkbox"/>	Cyclo-Cross	\$1
<input type="checkbox"/>	Time Trial	\$2	<input type="checkbox"/>	2018 district race fee	\$200 flat fee
<input type="checkbox"/>	Cross Country Mtb	\$2	<input type="checkbox"/>	other	\$1

Estimated # of riders _____	Estimated # of volunteers _____
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<u>Event Site Check List</u>			
Legal:	Police, Municipal and Land Owner(s)/Manager(s) approval (copy of letters)	<input type="checkbox"/> yes	<input type="checkbox"/> no
First Aid:	Emergency Action Plan (see next page)	<input type="checkbox"/> yes	<input type="checkbox"/> no
Event details:			
	1) Course Map included	<input type="checkbox"/> yes	<input type="checkbox"/> no
	2) Registration form attached	<input type="checkbox"/> yes	<input type="checkbox"/> no
	3) Event info attached (race or technical bible)	<input type="checkbox"/> yes	<input type="checkbox"/> no
	4) Online Waiver form attached	<input type="checkbox"/> yes	<input type="checkbox"/> no

<u>Application for Co-Insured</u>	
Do you require proof of insurance for co-insured <input type="checkbox"/> yes <input type="checkbox"/> no It is understood and agreed that the following entities are added to the policy as Additional Insured but only with respect to the operation of the Named Insured. The certificate applies to the members and authorized personnel of the Insured while operating within the scope of their duties.	
Name of the Additional Insured:	Interest in the event (applicable box MUST be checked)
1) _____	<input type="checkbox"/> municipalities <input type="checkbox"/> government <input type="checkbox"/> sponsor/landowner
2) _____	<input type="checkbox"/> municipalities <input type="checkbox"/> government <input type="checkbox"/> sponsorGlandowner
3) _____	<input type="checkbox"/> municipalities <input type="checkbox"/> government <input type="checkbox"/> sponsorGlandowner
4) _____	<input type="checkbox"/> municipalities <input type="checkbox"/> government <input type="checkbox"/> sponsorGlandowner
attach list if more additional insured - interest in the event must be shown	

Emergency Action Plan

This report should be completed by the event organizer & verified by the event official before the event. **THE First Aid Personnel MUST BE AVAILABLE AT A FIXED PLACE DURING THE EVENT AND HAVE NO OTHER DUTIES.**

First Aid Personnel _____

Closest Hospital (& address) _____

Directions to Hospital _____

Emergency Ward Phone _____ Ambulance Phone _____ Police Phone _____

Attach map of the event course, including emergency vehicle access points, nearest telephone and route to hospital.

For the running of a sanctioned SCA activity, this form must be completed and in the SCA office no later than 45 calendar days prior to the event. 5 million 3rd party liability insurance is automatically included as part of the sanction. Please note that the SCA can withhold or withdraw a sanction at any time if the conditions of the sanction (as outlined in the handbook, National Regulations and Organizer Guide) are not met.

Signed _____ Date _____

Please keep a copy for your own records Mail to: Saskatchewan Cycling Association, 2205 Victoria Avenue, Regina, SK S4P 0S4 or fax (306) 525-4009 for more information call (306) 780-9299, E-mail cycling@accesscomm.ca

Medical Considerations

- A person currently certified with basic First Aid training and a first aid kit shall be stationed near the Start/Finish area of each race.
- Although an ambulance on site is not mandatory, it is recommended to have an ambulance on site if access to an ambulance takes longer than 15 minutes.

Ambulance Grant Policy: Where the Chief Commissaire determines that safety considerations for a Sask Cup event require an on-site ambulance, the SCA will provide a grant to the race organizer of 50% of the cost of the ambulance fee, to a maximum of \$500/race weekend. This is for ambulance services only; does not include first responders, first aid supplies, etc.

Process:

1. Race organizer determines the location of the closest ambulance service.
2. Race organizer contacts the Chief Commissaire with details regarding distance from the venue to the ambulance service
3. The Chief Commissaire contacts the Executive Director with approval/disapproval of the grant
4. The Executive Director confirms with the Race organizer

Note: The grant may be disapproved if it is deemed the venue is within the recommended distance to an ambulance

- For Mountain Bike Races an all Terrain Vehicle shall be stationed near the Start/Finish area of each race if there are sections of the course that are not accessible by motor vehicle.

Event Day Considerations

- A person shall be available at the race whose only roll is to be the race organizer; note this need not be the race organizer as declared on this sanction form, but can be an assistant.