

# TRAIL RUNNING ASSOCIATION



PERMIT APPLICATION



Organisers must understand that the responsibility for the accuracy of the information and carrying out the undertakings given in this applications is theirs alone. Neither UK Athletics (UK:A), the Trail Running Association (TRA) nor the Hon Permit Secretary vet the application or invigilate the event. This application serves as the means by which we assure ourselves the organiser knows their responsibilities and undertakes to carry them out.

\* Delete where necessary, please answer all questions (n/a is acceptable for not applicable)

When completed the application should be returned to:- David Game 21 Elm Rise, Witham, Essex CM8 2LE

## PART 1 DETAILS OF THE EVENT

EVENT'S TITLE \_\_\_\_\_

COUNTY \_\_\_\_\_ EVENT DATE \_\_\_\_\_

Before choosing your date consult the joint RRC and TRA Endurance Running Directory, the Fixture List in the Trailrunner and the EA County Secretary to see if there are any events that might clash.

PROMOTING ORGANISATION \_\_\_\_\_

IS THE PROMOTING ORGANISATION AN ASSOCIATE MEMBER of UK ATHLETICS ? YES / NO \*

IS THE EVENT ORGANISER A MEMBER OF THE TRA ? YES / NO \*

The Trail Running Association is an associate member of UK Athletics, TRA members organising races are protected by UK:A's public liability insurance. However the LDWA and BWF are not. Nor are organisations like the Scouts, ATC, PTA's, Round Table, Lions etc. Most of these do have public liability insurance cover, but it may not give full protection at trail races. The TRA cannot say whether any other organisations cover is satisfactory or not, please check with them directly.

WHAT KIND OF EVENT IS IT RACE / NON-COMPETITIVE RUN \*

HAS THE EVENT BEEN STAGED BEFORE ? YES / NO \*

If in the past a permit was issued by another authority please give details:

LAST YEAR'S PERMIT DETAILS and NUMBER: \_\_\_\_\_

VENUE, START AND FINISH POINTS: \_\_\_\_\_

This is the place where entrants register before the start. It is helpful if the OS map number and grid reference are given in addition to the name of the location e.g. Neuadd Arms Hotel, OS 147, 879 467. If the start and finish points of the race are different to the venue, please give details.

RACE START TIME \_\_\_\_\_ DISTANCE \_\_\_\_\_ TOTAL CLIMB \_\_\_\_\_

HOW WERE THEY MEASURED \_\_\_\_\_ Number of LAPS or LINEAR \_\_\_\_\_

There is no requirement for trail races to be measured by qualified EA graded measurers. If the race has NOT been so measured it MUST be advertised as being "APPROXIMATELY" whatever length the promoter considers it to be. It is helpful to also state the total climb. GPS devices and Cycles fitted with Jone's counters can give more precise results. Promoters wishing to have their courses measured can obtain a list of measurers from their EA county secretary.

If the Course has been measured by a Graded Course Measurer please give:- DATE \_\_\_\_\_

HIS NAME \_\_\_\_\_ CERTIFICATE NO \_\_\_\_\_

**COURSE DESCRIPTION SURFACES** \_\_\_\_\_

Only those features that are not obvious from the supplied map need be reported:

The proportion on trail, road and/or other surfaces, Whether any mountainous or rocky climbs, or boggy moors are included.

**COURSE NAVIGATION** \_\_\_\_\_

Type and difficulty e.g. Marshalled/Waymarked/Narrative and if understanding of map references or use of compass required.

**IS PROTECTIVE CLOTHING and/or SURVIVAL FOOD TO BE CARRIED ?**

**YES / NO \***

**REFEREES NAME** \_\_\_\_\_

It is not a requirement that the referee is an EA graded official as few have any knowledge of trail running. However someone should be appointed as an independent arbitrator of disputes. The organiser is not suitable as he or she will nearly always be directly or indirectly involved.

**NO OF ENTRIES EXPECTED** \_\_\_\_\_

**NO OF ENTRIES LAST TIME: MEN** \_\_\_\_\_

**WOMEN** \_\_\_\_\_

**ENTRY LIMIT (IF ANY)** \_\_\_\_\_

**REASON FOR LIMIT** \_\_\_\_\_

**ENTRY FEES: STANDARD** \_\_\_\_\_

**Non England Athletics or TRA members**(including £1 levy) \_\_\_\_\_

**SPECIAL** (eg junior, unemployed, veteran etc) \_\_\_\_\_

**ARE WALKERS ALLOWED?**

**YES / NO \***

**DETAILS OF ANY SUPPORTING EVENTS WHICH REQUIRE INSURANCE COVER OR PERMIT:-**

**POLICE STATION NOTIFIED** \_\_\_\_\_

**OFFICER CONTACTED** \_\_\_\_\_

If the whole course is off road there is no requirement to inform the local police. If any part of the course goes along or crosses a public road the police **MUST** be informed before applying for a race permit.

**ORGANISATION PROVIDING MEDICAL COVER** \_\_\_\_\_

It is recommended that organisers consult with the British Red Cross or St John Ambulance for expert advice on the cover required. For ultra distance races where the competitors will become spread out over a long distance, and first aid teams may be a considerable distance from an incident, competitors should be advised to carry a mobile telephone and provided with the numbers of nearby ambulance stations and hospitals.)

**SEARCH AND RESCUE ORGANISATION** \_\_\_\_\_

There are no laid down criteria for search and rescue cover as each event is unique. The organiser of any event involving mountain, moor, bog or rocky terrain, where participants could become injured or lost, especially in mist and rain, which could lead to exhaustion or hypothermia, should contact a search and rescue team or the coast guard for standby cover.

**HAVE ANY LANDOWNERS IMPOSED LIMITATIONS ?**

**YES / NO \***

If any part of the course is **NOT** on a public right of way the Landowners permission **MUST** be obtained (private, commercial, municipal or government, eg parks or port authorities, National Trust, British Waterways, Forestry Commission etc). In other cases it is courteous to inform landowners that the course crosses their land using public rights of way.

**ADVERTISEMENTS / PROSPECTUS:** All promotional material associated with the event must state that it is held under UK Athletics rules, the Permit Number (or "applied for") and entrant's minimum age (see table below) **YES / NO \***

**ENTRY FORM:** Must state that the event is held under UK Athletics rules, and should include the entrants name, date of birth or age, England Athletics affiliated club (if any) and TRA or EA membership number if applicable.

**PERMIT:** Should be displayed at the registration point or similar public place.

**ULTRA DISTANCE RACING:** Ultra distance is defined as being longer than the marathon i.e more than 42.2 Km.

Although not an EA limitation, it is recommended that entrants be over 21 before being allowed to enter ultra distance events.

**TRA LOGO:** Events registered with and receiving their permit from the TRA are entitled and encouraged to use the TRA Logo on their race documents.

**To register your event in the TRA Race Diary** please supply addresses for entry form and a brief statement about the race:

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

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

**Organisers statement:** \_\_\_\_\_

**DISTANCES:** The maximum distances for age groups are as follows:

England Athletics age group (age on day of race)	Maximum Distance
Under 8	1 Km
8 & 9	2 Km
10 & 11	3 Km
12 & 13	5 Km
14 & 15	6 Km
16	10 Km
17	25 km
18 & 19	45 Km
20 and over	No Limit

## **PART 2 RACE ORGANISER'S UNDERTAKING**

**I apply**, with the authority and on behalf of the above named organisation, for a Permit for the above event from the Trail Running Association to be issued on behalf of UK Athletics, and I certify that the information given in Part 1 is correct.

**I declare** that the event is a trail race as defined in UK Athletics Rule 602 (1), (2), (3) and (4) and the course that will be used is exactly the same as that shown on the attached map.

**I undertake** that the event will be conducted in compliance with UK Athletics rules of competition, in particular the rules that require all advertisements, programs and printed matter state that the event is being "Held under UK Athletics Rules", and that an additional levy of £1 over and above the general entry fee on all entries accepted from unattached entrants (i.e. persons who are not members of clubs affiliated directly or indirectly to England Athletics and not TRA or other national association members), and that the full amount of the additional levy will be remitted to the TRA within one month of the date of the race.

**I undertake to** (please tick box) :

- Inform the police if the course uses or crosses a public road.
- Place a marshall at any railway level crossing to disqualify any runner who crosses recklessly and publicise this disqualification possibility in race documentation.
- Make a risk assessment.
- Make arrangements for First Aid.
- Obtain the owner's permission if the course crosses private or public land without a public right of way.
- Make arrangements for knowing if any runners get lost.
- Alert a search and rescue service if any parts of the course are hazardous.
- Report on the UK:A form any accident that requires medical attention.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

POSITION IN PROMOTING ORGANISATION \_\_\_\_\_

APPLICANT'S FULL NAME IN CAPITALS \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_  
POSTCODE \_\_\_\_\_

TELEPHONE Nos: DAY/MOBILE \_\_\_\_\_ HOME \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**The following must be attached to this application form :-**

- 1: A copy of the entry form, race prospectus and any other documents that will be given to entrants or used for publicity purposes.**
- 2: A map of the course showing the location of Marshalls on public roads, all first aid, refreshment and rescue team stations, out of bounds areas and places that landowners have imposed limits on, and potentially hazardous places e.g. cliff top path.**

