

USATF New Jersey 2015 LDR Grand Prix Agreement

Please carefully read the following guidelines/instructions to ensure all necessary steps are taken to process your Grand Prix Agreement properly and efficiently:

1. Grand Prix Agreement must be received a minimum of 60 days prior to the event. It is in your best interest to get them in early! Mailing address is USATF–NJ, P.O. Box 330, Boonton, NJ 07005
2. Grand Prix Agreements must be received with a Grand Prix Rights fee of \$75 for the 1st Grand Prix race plus \$25 for any other races wishing to be a Grand Prix at the same event on the same day. For example: You are hosting a 10k and a 5k on September 20th at location X, and want both races to be Grand Prix events, therefore, your Grand Prix Rights fee will be \$100. Fees are non-refundable.
3. If an agreement is accepted by USATF–NJ, the total Grand Prix Rights fee will be retained. The Grand Prix Rights fee is above and beyond Association and National sanction fees. Please see the sanction FEES link on the Sanction Paperwork page of our website for total fees and adjustments. Please include one (1) check to USATF–NJ for all fees.
4. If an agreement is declined, all of the Grand Prix Rights fees will be returned to the race committee.
5. If a race committee fails to meet the Grand Prix Agreement requirements, USATF–NJ reserves the right to revoke Grand Prix status and retain the rights fees.

Race Distance

Distance: – all events are road events. Trail and Cross Country events not accepted into this Grand Prix

- | | | |
|--|----------------------------------|--|
| <input type="checkbox"/> 5k/4 Mile | <input type="checkbox"/> 15k | <input type="checkbox"/> 25k |
| <input type="checkbox"/> 8k/5 Mile | <input type="checkbox"/> 10 Mile | <input type="checkbox"/> Half–Marathon |
| <input type="checkbox"/> 10k | <input type="checkbox"/> 20k | <input type="checkbox"/> Marathon |
| <input type="checkbox"/> Other (list distance) _____ | | |

Event Details

Requesting Organization/Individual: _____
Name of Race: _____
Day & Date of Race: _____ Start Time: _____
Race Site (Location, Town/City): _____
Race Director Name: _____ Race Director Phone: _____
Race Director Address: _____
Computer Scoring Company (Name & Phone): _____

Grand Prix Guidelines

Requirements (ALL Items REQUIRED):

- USATF–NJ Sanctioned Event on active USATF Certified Course
- \$75.00 Grand Prix Rights Fee (minimum—see #2 above)
- Sign & submit USATF Trademark Agreement
- Submit Event Information Sheet to USATF–NJ
- **USATF–NJ must approve DRAFT event application prior to printing! \$50 Penalty will apply if application is available to the public prior to approval. What we look for:**
 - Correct Usage of Grand Prix logo & verbiage on event application
 - Pre–Entry Discount to USATF–NJ Athlete Members
Minimum \$3 discount if pre–entry = \$49 & under; \$5 discount if pre–entry = \$50 & up
 - Pre–entry mail in deadline not to exceed 10 days prior to event
 - Pre–entry online deadline not to exceed 5 days prior to event
 - DOB and USATF–NJ # registration entry fields
 - Age group awards must go up to at least 80+, Recommend 85+
 - List timing company or results website on race application
- Provide 1 finalized event application to USATF–NJ
- Provide USATF–NJ LDR Grand Prix scorer with computerized event results within 1 week of event completion. **See Page 2 Results Submission Requirements for details.**
- **Online Race Applications must adhere to all hard copy requirements**

Suggested Conditions (check all that apply):

- Age Group Award Categories in 5 year age groups
- USATF–NJ logo or name to be included on event signage and bib numbers
- USATF–NJ logo or name to be included on event apparel
- Provide separate USATF–NJ prize money (if applicable)

**** Don't forget Page 2!**

Attachments

PLEASE ATTACH THE FOLLOWING INFORMATION:

- 1 A listing of the amount of your planned entry fee(s).
- 2 One copy of the event's prior year race entry form.

Agreement

Agreement: This Grand Prix application represents a binding agreement between the organizers of the aforementioned event and USATF New Jersey (USATF-NJ). Once the Grand Prix status has been granted, all requirements and suggested conditions agreed to by this event's organizers must be honored in good faith or the event may be relieved of its Grand Prix status for this year and its future Grand Prix eligibility may be jeopardized. **Any event application produced and disseminated to the general public without approval from USATF New Jersey will result in a \$50 penalty and must be reprinted with any necessary corrections.** Additionally, violation of the Trademark Sublicense Agreement may cause legal intervention from the USATF National office.

SIGNATURE of Requesting Individual Or Race Director: _____ Date: _____

Results Submission Requirements

An **electronic** copy of your results must be sent to CompuScore, our Grand Prix scoring company, by email to david@compuscore.com within 1 week after your race(s). The results must list the runners in order of finish and must include the following fields (all fields should be separate and not combined, for example, do not combine first and last name into one field):

Fields Needed for Grand Prix Scoring:

1. Place
2. Last Name
3. First Name
4. City/Town
5. State
6. Gender
7. Age
8. Time
9. Designation of USATF-NJ Membership (this is usually just a U if a member, or blank if not a member)

Optional fields: Date of birth, email address

The order of the above fields does not matter.

Most race directors send results in an excel spreadsheet, but CompuScore can handle almost any format, except paper copies or scanned, hand-written results.

Provide the above list of results requirements to your scoring company!