

## APPLICATION DETAILS FOR RACE MEETING

Name of club: \_\_\_\_\_

Date of meeting: \_\_\_\_\_ Alternate Dates: \_\_\_\_\_

Venue: \_\_\_\_\_

- Has venue been confirmed by Venue manager or FISS: Yes/No
  
- Do you want FISS to confirm venue: Yes/No
- Has this venue got toilet facilities: Yes/No
- Has this venue got catering facilities: Yes/No
- Has this venue got seating/cover: Yes/No
- Has this venue got changing/shower facilities: Yes/No
- Has this venue got first aid facilities on site: Yes/No
- Medical cover, please indicate who will be attending: \_\_\_\_\_  
NB: if FISS supply first aid cover there be a charge incurred.
  
- Have you included a list of Officials: Yes/No  
NB: please note these have to be sent to head office head office 13 days before the event.
- Race programme/fees: - FISS will invoice for fees, along with permit, after closing date.
  
- Have you got any VIP guests: \_\_\_\_\_
  
- Please indicate you are supplying the following, note there is a penalty clause if the equipment is not there, see rule 13 EQUIPMENT (byelaws), please contact head office for further information if required. If you need any equipment it is available for hire (this may be subject to a fee), please contact head office.

### ITEM

### Do you require FISS to supply any items listed below: –

- Bell: Yes/No
- Lapboard: Yes/No
- Flags: yellow (4), blue (4), black (1), red (1) Yes/No
- Starting gun/chalk/tape (for start line) Yes/No
- Whistles: Yes/No
- Marker Tubs: where applicable Yes/No
- Timing Equipment:- provided by FISS: no charge
- Timekeeping:  
Stopwatches x 3 Yes/No
- Results Board Yes/No
- Officials: - club to write to officials with a stamped envelope for reply  
Area for meeting/lunch, food & beverage Yes/No
- Registration/Timekeepers:  
Table, Chair, Adequate covered area Yes/No
- Podium: Yes/No
- Commentator: Yes/No
- PA System: Yes/No
- Programmes: to be sent to FISS for approval prior meeting

I would like to submit these details for application to stage a race meeting subject to dates available.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Public Liability Insurance: Yes/No

Secretary of \_\_\_\_\_ Club