

## Saskatchewan Triathlon Association Corporation (STAC) Sanction Request Form *(Effective January 1<sup>st</sup>, 2008)*

### Sanction Request Checklist

To request STAC sanctioning for a race or special clinic, please ensure the completion and submission of the following documents (*Note:* Incomplete applications and unsigned copies of this request form will not be processed):

Item	Included or Done <i>(Please ✓)</i>	N/A
<b>Pre-Race Submissions</b>		
Sanction Request Form		
Race Entry Form		
Pictorial of Race Course		
Spending Plan		
STAC Sanction Request Fee of \$25.00 (non-refundable)		
<b>Post-Race Submissions</b>		
Immediately, any Incident Reports		
Within seven (7) days of completion of the event: <ul style="list-style-type: none"> <li>• Race Results</li> <li>• STAC Membership Lists</li> </ul>		
Within two (2) months of the completion of the event: <ul style="list-style-type: none"> <li>• Follow-up Report (including receipt originals or copies)</li> <li>• STAC Membership Fees</li> <li>• List of Volunteers</li> </ul>		

### Event Summary

Name of Event:

Name of Host Club:

Date of Event:

City Location:

Sanctioning request for: *(please check '✓' all that apply)*

- A special camp/ clinic
- A race
- A provincial championship event
- An organized social directly following event, not involving liquor
- An organized social directly following event, involving liquor

Event Details:

#	Age Groups	Triathlon or Duathlon	Event Type (ITU Standard or Specialized)	Distances		
				Swim/ Run	Bike (k)	Run (k)
1.						
2.						
3.						
4.						
5.						
6.						

### Emergency Plan

[1] For on site emergencies of a minor nature:

[2] For more serious situations where transport of victims to a hospital is required:

### Equipment Request\*

Equipment request: *(please check '✓' all that apply)*

\***Note:** There may be cost implications for equipment transport.

- STAC trailer (including bike racks, signage, swim buoys)
- Bike racks - expected number of racers: \_\_\_\_\_
- Signs
- Swim buoys
- Laptop & stopwatches
- Print timers
- First aid kit
- Other *(please specify):*

### Event Director(s)

Name(s):

STAC #:

Address:

Telephone: (h) \_\_\_\_\_ (w) \_\_\_\_\_ (cell) \_\_\_\_\_

Fax:

E-Mail:

As Event Director, I understand the STAC rules and guidelines as stated in the STAC bylaws. I have reviewed and understand the insurance section of the bylaws and am aware of the limitations of the STAC insurance. If sanctioning is granted for the event described above, I agree to act in accordance with these STAC rules and guidelines to the best of my ability. If borrowing STAC equipment, I agree to: use it responsibly and as intended; replace consumables or damaged equipment at my cost; and return equipment in good repair and in a timely manner.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
***Event Director***

## **Decision**

Sanctioning

- Approved  
 Not approved, with explanation:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
***STAC Director of Officials & Sanctioning***

\_\_\_\_\_

*Please complete this form and forward a signed copy along with all pre-race submissions to:*

STAC  
Attention: Director of Officials & Sanctioning  
P.O. Box 21008  
Saskatoon SK S7H 5N9

*If you have any questions, please contact the Director of Officials & Sanctioning:*  
[sanctioning@triathlonsaskatchewan.org](mailto:sanctioning@triathlonsaskatchewan.org)