



GRAND PRIX EVENT BID APPLICATION
2006/7 USATF-SOUTHWESTERN ASSOCIATION GRAND PRIX

Please complete form and mail to: USATF-SW- LDR Committee, 1190 Waterside Circle, Rockwall, TX 75087

All Applications must be received by June 30, 2006
With questions call the USATF-SW LDR Chair (Barrett Hopper) at 972-249-8882

Selection meeting to be held in July, location and time to be determined

We are bidding for the following grand prix event (check one):

<input type="checkbox"/> 5km	<input type="checkbox"/> 10km	<input type="checkbox"/> 15km	<input type="checkbox"/> 20km	<input type="checkbox"/> 25km	<input type="checkbox"/> marathon	<input type="checkbox"/> other
<input type="checkbox"/> 8km/5 mile	<input type="checkbox"/> 12km	<input type="checkbox"/> 10 mile	<input type="checkbox"/> half mar.	<input type="checkbox"/> 30km		

Event Name: _____
Race Organization: _____
Race Contact Person: _____
Race Address: _____
Race Telephone: _____ Race e-mail: _____
Event Director (if different): _____
Director Address (if different): _____
Director Telephone: _____ Fax: _____ E-Mail: _____

EVENT DETAILS

Please complete the following questions as well as the attached questionnaire.

- USATF-SW will receive a **rights fee** of \$_____ (minimum fee is \$100 for races with 500 or fewer participants, and \$200 for races with 501 or more participants).
Please note: the sanction fee is additional and is based on the number of entrants.
 - **Prize funds** Attach on separate sheet give breakdown of:
 - a. individual men's and women's prize funds for open and masters
Will prize funds be limited to USATF- Southwestern athletes only? yes no
 - b. men's and women's team prize funds for open and masters
These funds must be limited to USATF-Southwestern member club teams only.
 - Other awards (divisions): _____
 - Types of **media** have been used to advertise or promote the event:
Newspaper____ (Running) Magazine____ Television____ Radio____ Other: _____
Event media contact (name/telephone): _____
 - Additional comments regarding your race: _____

 - Please attach the following:
 - a sketch showing: course lay-out; elevation; start, finish, intermediate points; water stations; parking; dressing and bathroom facilities; etc. Use course certification map if available.
 - a copy of 2005 race application and race results summary.
 - a copy of program or newspaper coverage from previous years.
 - Representative of the race organization to be present at the June 3rd meeting
 -
- Name: _____ Title: _____

QUESTIONNAIRE

Event Name: _____ Distance: _____

Race Organization: _____

- Are you conducting any other events in connection with this event? yes no
If so, please describe: _____
Race Walk division: yes no Wheelchair division: yes no
- Event site (location, city/state): _____
- Course certification (number and year): _____
Note: course must be USATF certified.
- Has the race been sanctioned by USATF in the past? yes no
Note: USATF sanction is required for Championship status
- Date: _____ Alternate date: _____
- Start time: _____ Are you flexible: yes no
- Normal weather conditions for this time of year:
Temperature: _____ Humidity: _____ Wind: _____
- 2006/7 Race Entry Fee: _____ Post Entry Fee: _____ 2005 Race Entry Fee: _____
Special fee for USATF-SW team entries, please specify, (e.g. \$2 off regular fee for clubs pre-entering five or more members together): _____
Will you waive entry fees for 2005 team champions at this distance?: yes no
Will you waive entry fees for 2005 individual champions at this distance?: yes no
- Sponsor(s) committed for 2006 race: _____
Please indicate whether sponsor is new, or the number of years they have supported your race.
- Race history. First organized in (year): _____ number of years run: _____
Number of entrants in 2005: _____ in 2004: _____
Course record men: name _____ time _____ year _____
Course record women: name _____ time _____ year _____
Other, e.g., championships held: _____
- Course Details: loop (same start/finish) _____ loop (different start/finish) _____ point to point _____
Elevation: flat _____ rolling _____ hilly _____
Width of start: _____ Does course narrow within a half-mile of the start? Yes _____ No _____
By how much _____
Is the course closed to traffic? Briefly describe this and other safety details: _____

- Medical services provided (please describe): _____
- Finish line and results will be handled by (list names of club, individual and/or finish line company): _____

- Race officials will be supplied by: _____
- Describe facilities available to athletes
Dressing and bathroom facilities: _____
Parking facilities: _____

AGREEMENT

Please read and sign the following agreement:

- I/We agree to use the USATF logo and the statement "USATF-Southwestern Association Grand Prix event on all promotional items issued by our event committee. This includes electronic media copy, print advertising, radio copy, outdoor signs, program and results book.
- I/We agree to provide a draft copy of the race application and a schedule of the above promotional items to the USATF--Southwestern Association office at least thirty (30) days prior to usage and no less than 90 days prior to the event; a minimum of 300 race applications will be made available for distribution at least 60 days prior to the event.
- I/We agree to place the USATF logo and the statement "USATF- Southwestern Association Grand Prix event" or on all (both sides) entry forms, event clothing (subject to prior permission) and, if feasible, on race numbers.
- I/We agree to prominently display the USATF- Southwestern Association banner at all clinics, press conferences, pre and post-race functions, start line, finish line, and awards ceremony.
- I/We agree to submit a complete post-race report, including copies of printed materials, press coverage, and all results (via email or on disc) to the USATF- Southwestern Association office within two weeks after the event.
- I/We agree to organize the event in accordance with USATF rules and regulations, and to abide by the USATF-Southwestern Association Grand Prix Guidelines.
- I/We agree to notify USATF- Southwestern Association in writing of all changes from the original bid, including (but not limited to) changes in starting time, location, and course route. This should be done immediately after such changes are decided by the race director.
- I/We acknowledge that the USATF logo is a registered trademark of USA Track & Field, and that prior approval is required through USATF- Southwestern Association for any and all uses of the logo.
- I/We agree to sanction the race, with the sanction forms and fee submitted to the USATF- Southwestern Association office at least four weeks prior to the event. If the event is self-insured, certificates of insurance naming USATF and USATF- Southwestern Association must be submitted to the Southwestern Association office at least four weeks prior to the event.
- I/We understand that 50% of the rights fee is due 60 days before the event date, and must be made payable to USATF-Southwestern Association. Final payment is due within one week after the event.
- I/We certify that all of the above information and answers are true, to the best of my/our knowledge.

Event Director

Date

Race Organization Officer

Date