



## **ACU Event Listing Application 2023**

The information below outlines the event organiser's commitments as well as the ACU's commitments regarding ACU event listing for 2023.

Cost for listing is \$100/yr. This cost is waived for 2023.

### **Event Organiser's Commitments:**

1. It is expected that the event will be conducted to a reasonable standard, with due consideration for aid stations, safety, and the wellbeing of competitors and volunteers.
2. A risk management plan must be provided with the event listing application; this plan must reference risks related to weather, fire, traffic, first aid and medical emergencies.
3. The event must have an incident reporting system as part of its safety systems, and any reportable incident occurring during the event must be reported to ACU within four weeks of the event. Incident reporting helps to improve the safety and therefore the quality of events. Accidents and injuries should be reported if they result in a DNF, serious injury, or removal from the race site by medical personnel. Additionally, accidents should be reported if in the opinion of the head official, they could result in a serious injury being reported post-race.
4. The event organiser must provide evidence of public liability insurance for the event a minimum of two weeks before the event. Failure to provide this will result in the listing being delisted.
5. It is the responsibility of the event organiser to determine and obtain all necessary approvals required for their event.
6. The event organiser must be a member of ACU at the time of the listing application, through to the date of the event.
7. Event entry should be discounted for ACU members by a minimum of \$10 or 10% per person. If a discount cannot be provided, a suitable reason should be given to ACU.
8. Full results should be sent to the ACU statistician within one week of the event. These must be in the required format. An Excel template spreadsheet will be provided for this purpose. Note: IAU-labelled events must include citizenship data for each participant.
9. Upon event listing approval, the event organiser may publish and promote the fact that the event is "ACU Listed." The words "approved," "sanctioned" and similar shall not be used, as they could mislead participants into believing ACU has overseen the event's safety and other arrangements.
10. Event organisers are expected to not make statements or do any acts which would have the effect of bringing ACU and / or the sport into disrepute.

11. Event organisers will not make any statements on social media or otherwise which would call into question the competence, integrity or reputation of ACU or any of its executive.

**ACU's Commitments:**

1. Listing of the event on ACU's event page on the canultra.ca website.
2. Promotion of the event through ACU's Facebook and Instagram pages on three occasions prior to the event. The event organiser should liaise with ACU's social media coordinator for these posts.
3. Listing at least once in any email newsletter sent to ACU members prior to the event.
4. Performances in measured events (certified by Grade A, B or C measurer) for road and track will be eligible for national open and age group records.
5. Listed events may apply to hold ACU National Championship events.
6. Event organisers will receive support from ACU in obtaining an IAU label for their event and having their results uploaded to the DUV website for international rankings. Results for IAU-labelled events will be forwarded to the IAU by ACU, on behalf of the event.

ACU reserves the right to not accept events for inclusion in or to add events to its calendar at its sole discretion.

ACU reserves the right to delist events from its calendar at its sole discretion. In such instances, notice will be given to the RD by email with the rationale and the RD will have the right to appeal to the ACU Executive.

ACU maintains the right to determine if an event is to be listed in any subsequent year on a case by case basis. Provision of listing in any given year does not confer a right to listing in subsequent years.

*Note regarding points' competition:* ACU intends to reassess the ACU member points' competition for 2024, in which performances at ACU listed events are awarded points for a members-only competition that includes all listed events.

## ACU Event Listing Application 2023

Event Name
Event Website
Event Date(s)
Race Director's (RD) Name
RD's ACU Member Number (an individual/personal membership with ACU is mandatory for the RD at the time of application through to the date of the event)
Email Address for Event Organiser
Mailing Address for Event
Phone number
Other Key Officials (e.g., Assistant/Co-RDs). Include full name and title.
Ultramarathon Event Distance(s) / Time(s) (e.g., 24hr, 6/12/24hr, 50km)
Road, Track, Trail or Indoor?
Co-occurring Shorter and Longer Events, if any
Location of Event (town/park, province)
Number of Years the Event Has Been Held

Event Description for ACU Website (50-100 word summary)
Will the event have doping control? (Doping control is mandatory for athletes attempting some IAU World Bests/Records.)
Is the event IAU labelled? If not, are you applying? (ACU can assist if requested)
For road events: Valid/current course measurement certificate number (please attach)
For road events: Year of course measurement
For trail events: please attach a gpx file
Level of discount provided to ACU members (e.g., 10%, \$20)
How do members receive their discount? Please be specific, so this information could be provided to members (e.g., enter code "15OFF2023" at check-out when registering; provide membership number by email to RD in order to receive a credit back on their payment)
Is a risk management plan* in place? (please attach) *This is mandatory for listing and must include reference to weather, fire, traffic, first aid and medical emergencies
Is a Certificate of Insurance (CoI) for liability insurance already in place for the 2023 event? Please attach. If a CoI cannot be issued at the time of this application for some reason, please explain and indicate when the CoI is expected.)
RD Signature
Date

Please return application and any supporting documentation to [events@canultra.ca](mailto:events@canultra.ca)