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| Permit Number: _____ |
| Issue Date: _____    |

## CROSS COUNTRY PERMIT APPLICATION FORM

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Promoting Organisation: \_\_\_\_\_

Is this organisation affiliated to a UK National Governing Body: \*YES / NO

If your answer to this question is no, please confirm that insurance provision is in place; UK Athletics Public Liability Insurance can only be granted to affiliated organisations. Please advise competitors and officials of your insurance provision.

I am instructed by the Promoting Organisation to make application to register the above event and to obtain a permit for said event. On behalf of the Promoting Organisation I agree that the above event shall be conducted in compliance with UK Athletics Rules for Competition (rules 1 - 24 and 500 – 514).

The Promoting Organisation undertakes to impose an additional entry fee of £2 to all entrants who are not registered members of UK Athletics affiliated clubs. The full amount of such additional entry fees must be remitted, together with the full results of the event, within 28 days of the completion of the race to the Cross Country Permit Officer. See the note at the end of the form for further details.

Applicant's Name: \_\_\_\_\_ Position: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit the following documentation to support your application:

- The permit application form
- The event prospectus and entry form
- Course maps and information
- A fee of £20 if you are applying on behalf of a non-affiliated organisation
- Copy of your insurance policy (non-affiliated organisations only)
- A letter of permission from UK Athletics, if the event is to be televised nationally

Your application must be sent to the Permit Officer at least **eight weeks** prior to the event  
Payments to Midland Counties AA, Northern Athletics or South of England AA as appropriate

Type of Event: \* CROSS COUNTRY / MULTI-TERRAIN

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

Has Permission been sought and given by the Landowners / Local Authority: \* YES / NO

Is the event to be televised? \* YES / NO

If the event is to be televised have you notified UK Athletics? \* YES / NO

Is the Event Sponsored \* YES / NO

Sponsors Name (if applicable): \_\_\_\_\_

Have the Police been informed: \* YES / NO

Will the Police be in attendance: \* YES / NO

Has the Event been held before \* YES/ NO

If so, please state date of last event and last Permit No.: \_\_\_\_\_

Anticipated Numbers competing in the Event: \_\_\_\_\_

Are there age group races? \* YES / NO

Are there races for both genders? \* YES / NO

Start Time of the First race:

Please indicate below the distances of your races (see UKA Rule 508 for maximum permitted distances)

|       | Vets. | Senior | U20 | U17 | U15 | U13 | U11 |
|-------|-------|--------|-----|-----|-----|-----|-----|
| Men   |       |        |     |     |     |     |     |
| Women |       |        |     |     |     |     |     |

Entry fees for the event are: £ \_\_\_\_\_ (Unattached runners to be charged an additional £2 levy.)

Event Referee: \_\_\_\_\_

Details of medical cover to be provided: \_\_\_\_\_

Any accidents must be reported to UK Athletics on the appropriate form.

Has a risk assessment been done for your event? \* YES / NO

The Risk Assessment statement is a working document that may be updated as event plans develop. This statement must be issued to the referee for reference before the day of the competition.

\* delete as required

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## Information

The Permit Officers for cross country events are

Midlands: Rita Brownlie, 15 Three Oaks Road, Wythall, Birmingham, B47 6HG.  
(West Midlands, East Midlands (Northampton, Nottingham & Leicester), Gloucester & Avon)

North: Judith Temperton, Northern Athletics, 7a Wellington Road East, Dewsbury, WF13 1HF.  
[judith@noeaa-athletics.org.uk](mailto:judith@noeaa-athletics.org.uk)  
(North East, Yorkshire, North West, Lincolnshire and Derbyshire)

South: Joe Mower, 188 Hadleigh Road, Ipswich, IP2 0DH. [joseph.mower@ntlworld.com](mailto:joseph.mower@ntlworld.com)  
(East, South East, London, South West except Gloucester & Avon)

Detailed information about the factors to be considered when planning a cross country event is contained in the UK Athletics Cross Country Handbook. This incorporates advice on course planning, risk assessment, spectator provision, officiating and medical cover.

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