

Appendix H

General Information Sheet

for the organisation of a Major IAU Competition (MIAUC)

Vs100125



GENERAL INFORMATION SHEET



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1.0 WELCOME



2.0 NATIONAL ATHLETICS FEDERATION



CONTACTDETAILS NATIONAL ATHLETICS FEDERATION

Country Name Address

Tel. Mobile

Fax E-mail Website Extra info

3.0 LOCAL ORGANIZING COMMITTEE (LOC)

CONTACTDETAILS LOC

Club

E-mail Website

Bank account

IBAN CODE: BIC CODE:

PRESIDENT

Tel.

Mobile

E-mail Skype

SECRETARY

Tel.

Mobile

E-mail Skype

OTHER FUNCTIONS:

Tel.

Mobile

E-mail Skype

OTHER FUNCTIONS:

Tel.

Mobile

E-mail Skype

OTHER FUNCTIONS:

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Tel. Mobile

E-mail Skype

OTHER FUNCTIONS:

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E-mail Skype



4.0 INTERNATIONAL ASSOCIATION OF ULTRARUNNERS (IAU)

WEBSITE: www.iau-ultramarathon.org





IAU SECRETARY

Name Hilary Walker

Tel. +44 7589 5342 (home) +44 7972 5122 (office)

Fax +44 7972 5135 (office)

E-mail <u>secretary@iau-ultramarathon.org</u>

Skype hilary-walker

DIRECTOR OF ORGANISATIONS & TRAVELGRANT INFORMATION

Name Jan Vandendriessche

Tel. +32 59 27 60 43 Mobile +32 495 26 78 84 Fax +32 59 27 48 58

E-mail jan.vandendriessche@iau-ultramarathon.org

Skype jan_vandendriessche

DIRECTOR OF COMPETITIONS

Name Liesbeth Jansen Tel. +31 59 7432972 Mobile +31 62 2490053 Fax +31 84 8391255

E-mail <u>liesbeth.Jansen@iau-ultramarathon.org</u>

Skype liesbeth_jansen

DIRECTOR OF PROTOCOL

Name Roger Bonnifait Tel. +33 607 43 26 71

E-mail roger.bonnifait@iau-ultramarathon.org

DIRECTOR OF COMMUNICATIONS

Name Nadeem Khan Tel. +1 716 392 6657

E-mail nadeem.khan@iau-ultramarathon.org



5.0 GENERAL COMPETITION INFORMATION

MIAUC IAU 100K World Championships



Date Start time Max. time



Course Road

Short description of the course:

Profile Total of + meters
Total of - meters

Competition Men's individual competition

■ Women's individual competition

Only athletes and teams official entered by their National Federation can compete in this MIAUC.

Every Country can send **9** men and **9** women who can compete in this MIAUC, or...

The total number of runners (M+W) per country is limited to 6

Limited total amount of runners? Yes

Open race Yes

Limited runners: Yes

Other races Yes

Extra RACE-1 : Distance/name :

Same course: No If "No", specify:
Same starting time: Yes If "No", specify:
Limited runners: Yes Specify if necessary:

Extra RACE-2: Distance/name:

Same course : Yes If "No", specify:
Same starting time : Yes If "No", specify:
Limited runners : Yes Specify if necessary:

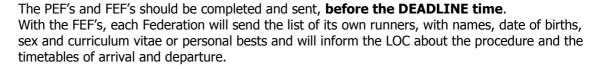
Extra RACE-3: Distance/name:

Same course : Yes If "No", specify:
Same starting time : Yes If "No", specify:
Limited runners : Yes Specify if necessary:



6.0 PRELIMINARY (PEF) AND FINAL INFORMATION (FEF) FORMS







DEADLINE PEF's: DEADLINE FEF's:

All forms must be send by fax and/or in digital format to:

MF / LOC Name:

E-mail : Fax :

IAAF Name:

E-mail : Fax :

LOC Name:

E-mail : Fax :

IAU Name:

E-mail : Fax :

Preliminary entry form

In order to book the accommodation, each Federation will send a list with the names of their athletes, dates of birth, sex and curriculum vitae or personal bests and will inform the LOC about the travel itinerary details of the delegation members (arrival and departure times, flight numbers, required number of rooms, required number of nights, required number of meals to be provided).

Final entry form

With the final entry form, each Federation will send the **final** list with the names of their athletes, dates of birth, sex and curriculum vitae or personal bests and will inform the LOC about the travel itinerary details of the delegation members (arrival and departure times, flight numbers, required number of rooms, required number of nights, required number of meals to be provided)

Please note that the travel and accommodation offers made by the LOC are conditional on the prompt return of the entry forms within the deadlines.



7.0 <u>VISA</u>



Any foreign visitor wishing to visit should have a valid passport

IAU Members which **don't need a visa** prior to departure:



IAU Members which **do need a visa** prior to departure but **have** a country

Embassy in their

IAU Members which **do need a visa** prior to departure but **don't have a**in their country

Embassy



8.0 TRANSPORTATION PLAN TO THE ATHLETES VILLAGE (AV)



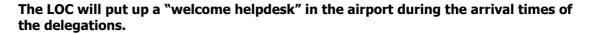
Airport 1 Name Place

Distance to AV

Airport 2 Name

Place

Distance to AV



Yes

Train station 1 Place

Name

Distance to AV

Expenses one way ticket

Train station 2 Place

Name

Distance to AV

Expenses one way ticket

Busses From airport 1 to AV

Expenses one way ticket

From airport 2 to AV Expenses one way ticket

From train station 1 to AV Expenses one way ticket

From train station 2 to AV Expenses one way ticket

Subway Close to the AV ?

Line to take + name end

station

Car rental Contact details office 1

Contact details office 2

Others



9.0 ACCOMMODATION

ATHLETES VILLAGE (AV)





Address Tel. Fax E-mail website

Additional information about the AV:

The Organizing Committee will offer:

- a **full board accommodation**, free of charge,
- for **maximum 3 male and 3 female athletes** per delegation
 - o for a maximum of **3 nights** for delegations who should fly maximum 4 h
 - o for a maximum of **4 nights** for delegations who should fly maximum <9 h
 - o for a maximum of **5 nights** for delegations who should fly minimum 9 h

The accommodation is available for the additional nights, **assistants**, and **coaches**. The total amount of accommodation the LOC should take care of maximum 9 male and 9 female athletes per delegation and a maximum of 3, 6 or 9 officials per delegation.

- Max. 3 officials when 1-6 athletes/delegation
- Max. 6 officials when 7-12 athletes/delegation
- Max. 9 officials when 13-18 athletes/delegation

The LOC can offer accommodation for the rest of the delegation but is not obliged to do it. In that case they will provide these delegations with a list with all available accommodations in the area.

The accommodation will be charged following this rates:

Single room:

- B&B:
- · Half Board:
- Full Board:

Double room:

- B&B:
- Half Board:
- Full Board:

Triple or quadruple room:

- B&B:
- Half Board:
- Full Board:

It **IS** possible to use this location to accommodate extra **supporters**.

The cancellation policy:

- free of charge (**) until 20 days before competition day
- maximum 50% charge (**) until 10 days before competition day
- maximum 100% charge (**) the last 9 days before competition day

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(**) this charge will be based on the costs for B&B accommodation.

All accommodation costs should be paid on arrival (=before the payment of the Travel Grants) This can be done:

- By Bank Transfer at least one week prior to the race
 - o Bank account:
 - IBAN code:
- cash
- Visa
- Master Card
- American Express
- others..

Upon arrival in the ATHLETES VILLAGE, each team leader will be given this General Information Sheet (GIS), a questionnaire for the Technical Meeting, the timetable of the MIAUC and if necessary an timetable of the shuttle busses.

FOOD & FOOD SCHEDULE

In general:

Breakfast at Lunch at Dinner at

The **PASTA PARTY is FREE** for all athletes entered by their National Athletics Federation and is scheduled at :

Place:

Other info:



10.0 TECHNICAL MEETING



Place Day Time Transport



All teams will receive, the day of arrival, a brochure with all the Technical guidelines/rules specific for this MIAUC

Extra info

11.0 PAYMENT OF THE TRAVELGRANTS

The payment of the Travel Grants is scheduled right after the TECHNICAL MEETING, see details under point 9.0.(Technical Meeting).

12.0 OPENING CEREMONY

Place

Day

Time

Transport

Followed by the PASTA-PARTY Yes

Info

13.0 RACE INFO

The most specific details can be found in the brochure of the TECHNICAL MEETING (IAU-appendix E: Technical meeting for the organisation of an MIAUC)

14.0 CLOSING CEREMONY

Place

Day

Time

Transport

Info

15.0 WEATHER CONDITIONS

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The average weather conditions in the past 5 years:



Max. Temperature Min. Temperature

Humidity Extra info



16.0 GENERAL TIME SCHEDULE OF THIS MIAUC

17.0 MISCELLANOUS

18.0 TOURISTIC INFORMATION