



# Event Sanction Information



Dear Event Director:

Thank you for your interest in sanctioning your event with USA Track & Field. Enclosed you will find a sanction packet which has all the paperwork you will need to sanction your event, along with our sanction fees schedule.

This Information Sheet contains information on the most frequently asked questions about the USATF Sanction Program.

Yours truly,  
Gina McKee  
USATF Oklahoma Sanction Chair

## USATF Sanction Information

**USATF Sanction Overview** – A USATF Sanction is an official designation issued by USATF, through a local Association, which approves and licenses the holding of a competitive track & field, long distance running or race walking event in the United States. The sanction is also a contract, which evidences the event’s commitment to follow the national and international rules and regulations of the sport and to provide a safe environment for the participants and spectators. Once the event has satisfied the sanction requirements, the event’s application for sanction is approved.

**Sanction Fee Schedule** – Two fees are involved to sanction an event; the Association fee and the National fee. You should submit one check payable to **USATF Oklahoma**.

Number of Entrants	Association Fee *USATF Member Organizations	Association Fee Non-Member Organizations	National Fee
1-100	\$25	\$75	\$50
101-250	\$25	\$75	\$75
251-500	\$25	\$75	\$150
501-1,000	\$25	\$75	\$300
1,001-2,000	\$25	\$75	\$500
2,001-4,000	\$25	\$75	\$700
4,001-6,000	\$25	\$75	\$1,300
6,001-15,000	\$25	\$75	\$3,000
15,001 and over	\$25	\$75	\$5,000
<i>Check Payable: USATF Oklahoma</i>			

\*Organizational Membership must be current. Membership fee is \$50.00 per calendar year. Forms are available at [www.usatf.org/clubs/application/download/](http://www.usatf.org/clubs/application/download/).

**\*\*There will be \$50.00 late fee applied to all sanctions received less than 10 days prior to an event.**

**Submission Information** – Send ALL Sanction forms to USATF Oklahoma Attn: Gina McKee, 1116 S. Atlanta Ave., Tulsa, OK 74104. The **APPLICATION FOR SANCTION** must be received no later than 30 days prior to your event. We highly encourage you to submit your application as soon as you have all necessary elements in place. This will allow for the most efficient processing of your sanction and insurance certificates. Late fees for last minute certificate requests will be strictly enforced. These fees are noted on the **REQUEST FOR CERTIFICATE OF LIABILITY INSURANCE** form. **Over →**

1116 S. Atlanta Ave., Tulsa, OK 74104  
Phone: 918-770-0168 Fax: 918-289-0728 email: okusatf@aol.com



# Event Sanction Information



## Sanction Benefits



1. **Increased Prestige** – For many events, the USATF sanction improves the events public perception. A sanction tells athletes that an event is being run according to applicable competition rules. Sanctioned events have the ability to use the USATF logo to promote the fact that the governing body has sanctioned the event. You will find a copy of the *USATF Sanction Event* insignia enclosed.
2. **Liability Insurance** – Most governmental entities including cities, counties, state highway departments, parks and community centers require general liability insurance for all events. The cost of a sanction is very inexpensive compared to the prices of most event insurance policies. It is important to know that events that are already insured may choose to waive the insurance coverage and pay a lower sanction fee.
3. **Medical Insurance for Athletes** – Any athlete who is a USATF member and is injured while participating in a sanctioned event will be eligible for secondary medical insurance coverage for the injury. This insurance not only provides valuable coverage to our members, but it serves as a valuable deterrent to lawsuits.
4. **Records** – In general, for non-road events, a sanction is required for a record to be set. There are some exceptions to this rule, however.
5. **Resolving Disputes** – If requested, USATF will act as an arbiter in disputes between athletes and sanctioned events.
6. **Special Offers and Discounts** – An array of special offers and discounts on products such as bib numbers, awards, and conference call services are available to events sanctioned by USATF.
7. **Promotion** – Sanctioned events will be included on the USATF online calendar.

**Liability Insurance** One of the main benefits of sanctioning your event is that the event organizer will be provided with liability insurance coverage. Once your application is approved, you will receive a copy of the approved sanction with our office's signature and a national control number affixed. The approved sanction is your proof of insurance.

**Insurance Coverage for Third Parties** You may request that a "third party" (governmental entities, schools, sponsors, etc.) be included as an additional insured under your event's coverage. To do this you will need to complete the ***REQUEST FOR CERTIFICATE OF LIABILITY INSURANCE*** form. Please TYPE or PRINT LEGIBLY so that the certificates can be correctly produced.

**Elite Sanction** - All athletics competitions held within the United States that meet one or more of the following criteria shall be issued an Elite sanction: a) awards at least one individual prize greater than \$500; b) invites at least one non-resident foreign athlete; c) serves as a National Championship or selection trial for an international team; or d) is subject to formal drug testing procedures. Events that meet one or more of the above criteria must submit an ***ELITE SANCTION ADDENDUM*** in addition to the Application for Sanction.