



2010 USAC-MTB NATIONAL CALENDAR (MBNC) GUIDELINES

The 2010 USAC-MTB National Calendar (MBNC) guidelines are outlined below. Please be aware that some items may be subject to change. Any changes or updates will be communicated via email to the promoter listed on the 2010 MBNC bid application.

Official Calendar Names to be used:

USAC-MTB National Cross Country Calendar
USAC-MTB National Gravity Calendar
USAC-MTB National Ultra-Endurance Calendar

Acronyms to be used:

MBNC-XC
MBNC-Gravity
MBNC-UE

Logos to be used in all event materials, event website, registration information, on-site banners:

MBNC-XC
http://www.usacycling.org/logos/USACycling_NatXCCal-sm.jpg
MBNC-Gravity
http://www.usacycling.org/logos/USACycling_NatGravCal-sm.jpg
MBNC-Ultra-Endurance
http://www.usacycling.org/logos/USACycling_NatUECal-sm.jpg

USAC-MTB PERMIT REQUIREMENTS

- USAC clubs must be in good standing. If delinquent post-events are still due, these must be cleared and paid before the event may be permitted. If a delinquent post-event is not taken care of within a reasonable time, the MBNC event may be removed from the MBNC.
- In order for the permit to be approved, the sponsoring club must be a current USAC club. The USAC club membership may be renewed online or submitted with the permit.
- <http://www.usacycling.org/forms/clubapp.pdf>
- Permits need to be submitted to the Colorado USAC office at least eight (8) weeks before the event date. Permits submitted within six (6) weeks of the event date will be assessed late fees.
- The permit fee needs to be included with the permit and the fee is based on the estimated number of riders.
- The minimum permit level for a MBNC event is a category C (100-499 riders) at \$100 per day.
- Training/set-up days are optional and are \$25 per day.

USAC-MTB Permit Forms (must include all completed forms in order for permit to be processed):

- USAC-MTB Competitive Event Permit (please remember to initial the 'non-owned/hired auto')
- USAC-MTB Competitive Event Checklist
- Request for Additionally Insured Copy of race flyer (include event name, event date, location, registration information, entry fees, any late fees, categories, classes, discipline(s), Pro cash purse payout with breakdown for males/females, licensing).
- Permits may be mailed or submitted online at www.usacycling.org
- *Mailed permits may be sent to:*
USA Cycling, Attn: MBNC permits/MTB & CX Events Director, 210 USA Cycling Point, Suite 100, Colorado Springs, CO 80919



2010 USAC-MTB NATIONAL CALENDAR (MBNC) GUIDELINES

PRO CASH PURSE

- Please forward the final Pro cash purse amount and break-down by gender when submitting the permit.
- The Pro (Solo for UE) will only be factored into the Pro cash purse minimum requirement.
- Pro cash purse levels must be clearly stated on event website, race flyers, and press releases.

OFFICIALS REQUIREMENTS

All USAC-MTB races are required to have a USAC official. The officials' fees and expenses are outlined below. The USAC Regional Coordinator for your state may assist you with securing an official. It is recommended that the promoter and the official communicate in advance of the event to agree upon the expectations and requirements of each other.

OFFICIALS' FEES

(a) Daily fee. The organizer shall pay licensed officials a daily fee based on the race category. The fees are based on the highest race category for that day, plus the cost of reasonable and necessary travel. The table below shows the minimum fee based on the race category.

Race Category	Chief Referee	Chief Judge ¹	Other Officials
A	\$175	\$125	\$100
B	\$125	\$100	\$75
C-E	\$80	\$60	\$50

¹Also Starter and Secretary in track events, Chief Timer in time trials, Vice Chief and Finish Judge in mountain bike races, and commissaires that are part of the jury for International road and track races who are not assigned by the UCI. At UCI calendar races in the United States when there is a foreign Chief Commissaire, one American official may be designated to be the liaison with USA Cycling and receive a higher fee.

For stage races, the full daily fee shall be paid for each day, beginning with the prologue and including any rest days.

For any race where the officials actively work longer than 8 hours, the officials will receive an additional \$25. Officials who are required to work at an event for a non-competition day, such as registration or team meetings, will receive one half of the daily fee. For track events that take place in two sessions, an official who works only one of the sessions will be paid half of the daily fee.

For stage races, the full daily fee shall be paid for each day, beginning with the prologue and including any rest days.

For any race where the officials actively work longer than 8 hours, the officials will receive an additional \$25. Officials who are required to work at an event for a non-competition day, such as registration or



2010 USAC-MTB NATIONAL CALENDAR (MBNC)

GUIDELINES

team meetings, will receive one half of the daily fee. For track events that take place in two sessions, an official who works only one of the sessions will be paid half of the daily fee.

(b) Site Visits. When deemed necessary by USAC or a Local Association, the organizer will pay the Chief Referee or another designated official \$25 for a pre-event venue inspection trip plus \$15 for each venue inspection report, in addition to travel expenses.

(c) Expenses. In addition to the daily fee, the organizer shall provide each official with the following:

- (1) Round trip transportation from the official's home and during the race, or reimbursement for the transportation according to the published rates of USA Cycling;
- (2) In one-day races lasting five hours or more, either a meal or \$10 additional; for races of more than one day, either two meals a day or \$25 per day;
- (3) Basic housing when overnight lodging is necessary before, during, or after the race;
- (4) Reimbursement for any other expenses which are reasonable and necessary for the official's duties.

USAC-MTB LICENSING AND ATHLETE RELEASE FORMS

USAC-MTB licensing

Category 1 and Pro riders must have an annual USAC-MTB license in order to compete at USAC-MTB sanctioned events. Pro riders must have an annual (UCI) international license. Riders may use an authorization to ride (printed from their USAC online membership account) to verify licensing at race registration. Category 2 and 3 riders may compete on a one-day license.

The list of current USAC-licensed riders may be found here and used at race registration to verify membership (the webpage is password-protected):

www.usacycling.org > find an official

USER NAME: promo

PASSWORD: races

USAC-MTB Athlete Release Form

All riders (both licensed and non-licensed) will need to sign the 2010 USAC-MTB Athlete Release form at race registration. Original signatures are required. If there is a training day prior to the event, riders must sign the USAC-MTB Athlete Release form prior to riding the course.

<http://www.usacycling.org/forms/MTBEventRelease.pdf>

PRE-EVENT AND POST-EVENT PRESS RELEASES

Please email pre-event and post-event press releases to: klusk@usacycling.org and asmith@usacycling.org. Please send an electronic version in a word document (so the USAC Communications can make adjustments or changes, if necessary).



2010 USAC-MTB NATIONAL CALENDAR (MBNC) GUIDELINES

RESULTS SUBMISSION TO USAC

Complete race results in the proper electronic format are required to be submitted to USA Cycling within 24-hours of completion of the Pro/Elite event. This is critical for the timely updates of the MBNC rider rankings. The MBNC rider rankings are based just on the Pro/Open or Pro/Solo Male and Female categories. Age-group and amateur categories will not be ranked in the MBNC.

How to submit race results: <http://www.usacycling.org/results/results.php>

For questions about submitting race results, please contact the USAC Rankings and Results Manager at:
E: rankings@usacycling.org
P: 719.434.4216

POST-EVENT REPORTS

Complete post-event reports are to be submitted to USA Cycling within 21-days of the event.

What is a complete post-event report?

- **Insurance surcharges** of \$3 per rider/per day. All riders (both licensed and non-licensed) are to be figured into the insurance surcharge payment.
- **Any Reports of Occurrence (with originally signed USAC-MTB Athlete Release forms)**. All riders must sign the 2010 USAC-MTB Athlete Release form at race registration. If there is an accident, the originally signed USAC-MTB Athlete Release form and a Report of Occurrence need to be submitted to USAC with the post-event report.
- **Any annual USAC licenses sold on-site**. All licenses sold on-site are to be submitted with the post-event report. If annual licenses are sold on-site, the rider keeps the yellow copy as a receipt, the pink copy is kept by the organizer, and the white (top-copy) is mailed to USAC with the payment in the post-event report.

UCI EVENTS

Promoters holding UCI-inscribed events are responsible for paying the UCI fees directly to the UCI. Any changes or cancellations to the event must be communicated to USA Cycling. USAC will report any event changes or cancellations to UCI.

UCI EVENT PROMOTERS GUIDEBOOK

<http://www.uci.ch/Modules/BUILTIN/getObject.asp?MenuId=MTk30A&ObjTypeCode=FILE&type=FILE&id=MzY1MTU&>

If you have any questions regarding the 2010 MBNC guidelines, please feel free to contact me.

Sincerely,

Kelli Lusk
USA Cycling
Mountain Bike & Cyclo-cross Events Director
klusk@usacycling.org
p: 719.434.4285
c: 719.229.8568
f: 719.434.4385