

Changes to online registrations and race day procedures for major road and trail races; update of the David Todd Memorial Bursary

- *excludes fun runs, training runs and 'novelty' runs.*

Effective from June 2012:

1. Changes to Road Races
2. Changes to Trail Races
3. Update of the David Todd Memorial Bursary

1) Road Races

- Entries for all remaining road events in 2012 will only be via online entry only (credit card or Paypal payments).
- The option to enter and pay at the weekly Wednesday night run the week leading up to an event still remains (please bring correct payment)
- On-line entries will cut off 24 hours prior to the event.
- Race day check in will cut off strictly **30 minutes prior** to race time. If you arrive after this time, you will not be able to register.

2) Trail Runs

- Junior runners (Under 18s) can participate in 5km fun run on the trails only. Applications for consideration in longer events can be made to the race organisers. Strict criteria (which may include, but not be limited to, full parental supervision during the event) will apply to ensure the safety of the junior runner.
- Entry into trail races will only be via online registration.
- Online entries will cut off **seven days** prior to the event. This will enable the race organisers to have appropriate safety measures, catering and volunteers finalised.
- Race day check in will cut off **strictly 30 minutes** prior to race time. This is a critical cut off to enable the compulsory race briefing to be completed and must be attended by all competitors. It also allows for accurate competitor information to be passed on to volunteers who may need to travel to remote checkpoints. If you arrive after this time, you will not be able to compete on the day.
- Orders for Trail Shirts cut off two weeks prior to the event.

3) David Todd Memorial Bursary

Helping our juniors to excel in the sport of running

The Cairns Road Runners and Triathlon Club David Todd Memorial Bursary assists Cairns Road Runners junior member(s) who have competed at a State or State School Championship, National or National School Championship) or at an International Championship.

Eligibility

To be eligible for financial assistance under the David Todd Memorial Bursary, the following terms and conditions must be met. The Cairns Road Runners (CRR) Management Committee reserves the right, at its sole discretion and at any time, to change any or all of the terms and conditions or to cancel the Bursary.

1. The Bursary allocations will run until the allocated funds are expended, unless otherwise decided by the CRR Management Committee.
2. Applications must be received and processed by the CRR Management Committee prior to the funds being expended in February. Applications received or processed after the Bursary funds have been expended will not be accepted.

3. Financial assistance is only available to current Cairns Road Runners Junior members who competed in an event 800m or longer at an eligible Queensland State or State School Championship, Australian National or National School Championship or International Championship the previous year.
4. The applicant must reside more than 400km radial distance (one-way) from the championship location.
5. The applicant must be under the age of 18 at the start of the championship.
6. Applications will not be considered before a championship and applications must be received within 12 months after the event start date. Financial assistance is provided retrospectively and applicants are required to use their own resources to travel to events.
7. The applicant must have been a club member of the Cairns Road Runners for at least 12 months preceding the application. Athletes who are not current Club Members are not eligible for this funding.
8. The applicant must have attended a minimum number of three Club road/cross country races in the 12 months preceding the application.
9. The applicant must have abided by the Cairn Road Runners expectations while represented at the Championship.
10. The applicant must have their participation at the State, National or International Championship confirmed by the Cairns Road Runners Club or the relevant regional, State or National Sporting Organisation. The Declaration of Attendance section of the application form cannot be signed by the athlete's parent/guardian.
11. The applicant must complete all relevant sections of the application form. The application will be assessed using the information contained in the application form. Incomplete applications will not be considered and will be returned to the applicant for finalisation.
12. Lodging an application does not guarantee funding.
13. Applicants will receive written notification of the outcome of their application. Funds will be paid via Electronic Funds Transfer.

Scope of financial assistance

- Financial assistance is given retrospectively in February of each year (applicants are required to use their own resources to travel to championships the previous year);
- Bursaries are to the maximum of \$500 per child per year;
- All bursaries are at the discretion of the Cairns Road Runners Management Committee, taking into account the number of eligible children/young people and the Club's financial position.

How to apply

- Complete the David Todd Memorial Bursary Application form available on the Cairns Road Runners website.
- Applications are due on or before 31st of January each year after the athlete has attended the eligible championship the previous year.
- Participation at the championship must be confirmed by the relevant organisation.
- Each application must be endorsed by the athlete's parent or guardian.
- Successful applicant(s) will receive written notification of the outcome of their application.
- If successful, the athlete will be paid by electronic funds transfer.

Details required for Online Entries of Cairns Road Runners Events

There are two types of entries through our online registration process:

Surveys – these collect information only, no payment required.

Online entries – these are used to register for an event, payment is required by all adult club members and everyone that is not a club member.

Entry requirements vary from race to race, but for most events you will need to provide the following information:

1. Cairns Road Runners Membership number (if applicable)*
2. Email Address**
3. Surname
4. First Name
5. Preferred Name
6. Postal Address
7. Suburb/Town
8. State/Province/Region
9. Post Code
10. Phone number(s)
11. Date of Birth
12. Gender
13. Emergency Contact Name (ensure this person is contactable and knows you are participating)
14. Emergency Contact Telephone (for your emergency contact on the event weekend)
15. Any Medical Conditions
16. Upload a photograph (optional)

Activities/Merchandise

This section records details on the event you are doing and any merchandise you wish to buy. There may also be specific questions relating to the event.

Teams

1. The first person needs to have all the above information for each member in the team
2. Team Name

NOTE: You must complete the online entry form yourself. Read the waiver (also provide a copy to any other team members), the refund policy and the Competitor Information Pack.

Payment Details

1. Credit card type (VISA, Mastercard)
2. Credit card number
3. Credit card expiry date
4. Credit Card Verification / Security Code – CCV (last 3 digits)

How to Pay online for your event:

Use your credit card or Paypal. Or use a prepaid debit card that is designed for paying for products/services online. Ask your local bank or get the Load&Go reloadable Visa Prepaid Card from Australia Post.

With no direct link to your bank account, Load&Go offers you a secure and convenient way to pay for your events.

**As a Cairns Road Runners member, your details should automatically be displayed- if you have kept us abreast of any email address changes.*

***If you have more than one person registered on a specific email, whoever used the system last will come up when you next do an entry. Select the "Start a New Registration" on the first page to select the correct participant (i.e. based on their name and membership number).*