

APPLICATION BY CTT CLUBS FOR OPEN AND ASSOCIATION EVENTS in 2020

Completed forms **MUST** be returned to:- Vince Freeley, Assnt Sec. Open Events vfreeley@gmail.com not later than:- WEDNESDAY 18th September 2019

PLEASE COMPLETE A SEPARATE FORM IN RESPECT OF EACH EVENT (unless applying for a Tandem Event in conjunction with a Solo (see (h)))

Event details	Date	Month	Day (Sat/Sun etc)	Alternative dates(s)	
				(i)	(ii)
Distance or Time (b)		Course key No. (c)	Entry Fee (d)	Time of start (e)	Group 2 Symbols (g)
			Solo: £		
			Tandem: £	Group 1 Symbols (f)	Include Tandem Event? (h)
					Yes / No

Promoting Club or Association (i)		
Non Standard Closing Date (j)	(Entries close)	
Name, Address and Post Code of Event Secretary (k)		
Tel. No. of Event Secretary (l)		
E-mail address of Event Secretary (m)		
Willing for Address to be on CTT Website	YES / NO	
Accept Internet Entries	YES / NO	Please note that in order to accept entries this way you need internet access and a valid e-mail address

Guidance Notes

- (a) Insert, month and day (i.e. 3 June Sunday)
 (b) Insert distance in figures only. If other than miles qualify (i.e. 100km, 12hr)
 (c) Insert course letter key and number
 (d) Insert the amount of the entry fee, including levy (i.e. £3-00, £6-50). In the case of a team or tandem event put the total entry fee
 (e) Insert time of start of the event using the 24 hour clock (i.e. 07-00 or 19-00)
 (f) Insert the appropriate Group 1 symbols in the order listed
 NS The event has a non-standard closing date. See also note (i)
 SC The event has special entry conditions, to be included in brief in the event description
 (g) Insert the appropriate Group 2 symbols in the order listed
 M Entry is open to Males of 12 years upwards
 E Entry is open to Espoirs
 W Entry is open to Females of 12 years upwards
 J Entry is open to competitors of 12 years upwards up to junior age limit
 Y Entry is open to competitors of 12 to 15 years inclusive
 V Entry is open to competitors of 40 years and over
 A An association event open to members of the promoting organisation only
 C Event includes time category awards
 H The event includes handicap awards
 B The event is a BBAR qualifying event
 T An event where 5% of the maximum permitted entry is reserved in priority for tricyclists
 (h) Please indicate if you wish to include a Tandem event. If you do please enter the Tandem Entry fee in (d).
 (i) Insert the name of the promoting club or association (sponsors' names and other titles of events must NOT be used) followed by any special description such as: (2 up TTT), (Tandem), (Tricycles), (MM) etc. together with any event limits in respect of previous performances such as current and past three seasons or ever, together with the number of entries to be accepted, if less than 120 i.e. (90 riders)

(j) Where the letters "NS" have been inserted in (f) complete the non-standard closing date i.e. (Entries close 3 June)

(k) Insert the name (both Forename and Surname) and full postal address including post code of the event secretary. In the case of women qualify i.e. (Mrs, Miss, Ms.)

(l) Insert the telephone number of the event secretary using the STD code followed by the number as follows (01977 123456)

(m) Insert the e-mail address of the Event Secretary.

If you are still in doubt on how to proceed you can always refer to the current handbook to see how the event details were presented the previous year