Bicycle Colorado
Race Announcement Checklist for
Road - Cyclocross

General Information
* Name of Event
* Type of Event
* Date of Event
* Promoting Club(s)
* Held under USAC Permit # __
* Location of Event
* Directions to course
* Description of course / Map
* Rescheduling/Cancellation Procedures
* Date & version of race announcement

Contact Info
* Name
* Email
* Phone
* Website Link

Rules
* USAC Rules Apply
* Mention the following if applicable
  ~ Free Lap
 ~ Mechanical Support:
    Neutral or Wheels In-Wheels Out
 ~ Feeding and Discard Zone
 ~ Chip Policy
 ~ Yellow / Center-Line Rule
 ~ CX Call-ups 10min prior to race
 ~ Call Up Procedure
 ~ State Championships Eligibility
 ~ Held Rain or Shine
 ~ Cancellation Policy

Entry Fees
 * Must include:
    ~ USAC Insurance Surcharge ($5.99/rider)
   ~ LA Surcharge
      Basic Service Pkg: $1.00/rider
      Premium Service Pkg: $2.00/rider
 * 2nd race discount ?

Optional Fees
  * Late Fee (flyer must be posted 30 days in advance)

Prizes
 * Nature of Prize List
    ~ Cash w/minimum value shown / race group
    ~ Merchandise / race group
    ~ Number of places per race group
 * Awards presentation - when / where / mandatory ?

Schedule of Events
 * Categories (race groups) listed appropriately
 * Start Times
 * Distance
 * Field Size Limitations (if not stated it's 100)
 * Minimum of 10-15 minutes between races
 * Identify each CUP Race on your schedule

Logos
  * USAC
  * Bicycle Colorado Event Support Logo
  * CUP Designation (if applicable)
  * State Championship (if applicable)

Registration Procedures
* Pre-Reg
  ~ *Electronic:* provider/ link / closing date
 * Day of Race
   ~ Where / Open and Closing times (suggest closing 40 minutes prior to start)
* Licensing
  ~ USAC 1-Day license
  ~ USAC annual licenses (includes a BC membership for Colorado USAC licensees)
  ~ USAC discount code (INTROMEMB24) for new 1st time Adult Race Membership ($49)

Standard Language for Flyers

- Held Under USAC Permit # 2024- _____   All USAC Rules Apply
- USAC Release waiver must be signed by all racers or parent/legal guardian for anyone 18yrs or younger.
- **USAC or Collegiate license required for all USAC events.**
  USAC annuals can be purchased at USACycling.org.
  USAC discount code (INTROMEMB24) for new 1ˢᵗ time Adult Race Membership ($49) at USACycling.org
  USAC 1-Day licenses can be purchased when pre-registering on BikeReg or onsite.
  (If you are not using BikeReg, change that portion of above statement)
- **Collegiate License Required in Collegiate Events.**
- **Bicycle Colorado (BC) Points Competition for Road and CX requires a BC Membership**

Race Schedule

- Making a chart is the best way to handle all the info. Example:

Race Group	Start Time	Length	Prizes	Field Size	Pre Reg Fee	Race Day Fee
SM 5	8:00	30 min	3 / Medals	75	$15.00	$25.00
SM Pro-1-2	8:50	60 min	3 / $500	100	$25.00	$35.00
JM 13-14 / JW 13-14	10:00	20 min	3ea / Merch	75	$15.00	$25.00
JM 11-12 / JW 11-12						
JM 9-10 / JW 9-10						
SW Pro 1-2	10:35	45 min	3/ $500	75	$25.00	$35.00
SW 3			3 / Merch			
MW 40+			3 / Merch			

Reminders

- Bicycle Colorado encourages SM P-1-2 as close as possible to the SW P-1-2 events and gender equity in prize lists.
- CUP races require SM P-1-2 and SW P-1-2 a minimum of 3 cash prizes
- It's recommended that criterium schedules should have a minimum of 10 minutes when 1-3 race groups are on the course at one time, 15 minutes if more than 3 on the course at one time when chip timing is not used.
- A cyclocross race wave should be followed by a 15-minute gap unless the race director and BC/Chief Referee determine a different gap is more appropriate.
- Pre-J events are for Kids under the age of 9, is usually 20 min in duration.
- Field Limit Restrictions
  For criteriums and cyclocross events with multiple fields on the course, the field limit is applied to the total number of riders on the course and not based on maximum field sizes for each race group. Usually, the maximum is 100 participants total, however, if your criterium or road race groups or combinations of race groups contains Novice (cat 5) riders or is an open category the maximum field size is 75.
- Combination of Categories (Race Groups)
  A slash (/) between race groups implies that riders may have a staggered starts, but prize lists and separate results will be generated. Ex: MM 50+ 1-2-3 / MM 60+ / MM 70+
- Suggested race groups and combinations for road and cyclocross events can be found in their respective CUP Policy

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