



Colorado Cycling

Race Announcement Check List for Road-Track-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

Promoter's/Contact Info

- * Name
- * Email
- * Phone
- * Website Link

Rules

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

Registration Procedures

- * Pre-Reg
 - ~ *Mail- In:*
address/postmark or received by date
 - ~ *Electronic:*
closing date / on-line reg fee
- * Day of Race
 - ~ Where / Open and Closing times (suggest closing 40 minutes prior to start)
- * Licensing
 - ~ USAC 1-Day license
 - ~ USAC annual licenses
 - ~ Colorado Cycling annual membership

Entry Fees

- * Must include:
 - ~ USAC Insurance Surcharge
([see USAC Schedule of Fees](#))
 - ~ 2nd race discount

Surcharges (in addition to entry fees)

- * Mandatory
 - ~ 1-Day Colorado Cycling Membership: \$5/day
(waived for out-of state & 1-day USAC licensee)
- * Optional
 - ~ Late Fee (flyer must be posted 30 days in advance)
 - ~ Unattached (waived for Cat 5 men / women)
 - ~ Online Fees if applicable

Prizes

- * Cash or Merchandise with approx. value/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
- * Colorado Cycling Logo
- * CUP Designation (if applicable)

Standard Language for Flyers

- Held Under USAC Permit # 2021- _____ All USAC Rules Apply
- USAC Release waiver must be signed by all racers or parent/legal guardian for anyone 18yrs or younger.
- **USAC License Required.** Annual licenses available online at www.usacycling.org
USAC 1-Day license: \$10, Can be purchased on BikeReg when pre-registering or onsite.
(If you are not using BikeReg, change that portion of statement)
- **Colorado Cycling Membership Required.** (*Exempt with USAC 1-day or out of state licensees*).
Annuals available at: coloradocycling.org ; 1-Day (\$5) online at BikeReg when pre-registering or onsite.
- **Gear Restrictions** apply to all men/women 9-18. See USAC Rule 1I4
- **Bike Restrictions** apply to men/women 14 and under. See USAC Rule 1I5
- **Mechanical Support**..... add what its going to be: ie. Wheels In/Out; Neutral; None etc.)

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
Novice Men (cat 5)	8:00	30 min	3 / Medals	75	\$15.00	\$25.00
Men Pro-1-2	8:50	60 min	3 / \$500	100	\$25.00	\$35.00
Men 13-14 / Women 13-14	10:00	20 min	3ea / Merch	75	\$15.00	\$25.00
Men 11-12 / Women 11-12						
Men 9-10 / Women 9-10						
Women Pro 1-2	10:35	45 min	3 / \$500	75	\$25.00	\$35.00
Women 3			3 / Merch			
Women 40+			3 / Merch			

- Colorado Cycling encourages Men P-1-2 as close as possible to the Women P-1-2 events and gender equity in prize lists.
- CUP races require Men P-1-2 and Women P-1-2 a minimum of 3 cash prizes
- Criterium schedules need 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.
- A cyclocross race wave should be followed by a 15 minute gap unless the race director and CCO/Chief Referee determine a different gap is more appropriate
- Pre-J events are for Kids under the age of 9, 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 a 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: Men 50+ 1-2-3 / Men 60+ / Men 70+
 - Suggested combinations for road and cyclocross events can be found in their respective CUP Policy

