

By agreeing to be considered as a Run Nova Scotia Series and/or a Timex Series event, you agree to abide by the following:

- 50 copies of your race registration forms must be in Run Nova Scotia's possession no less than one month prior to your race date.
- Your registration form must contain the following information:
  - The Run Nova Scotia Series title along with your event's name.
  - The logos of the RNS Series sponsors (Series and individual race sponsorship conflicts are allowed).
  - Race name, distance, location, date, and start time.
  - The civic address of your registration location.
  - Your race registration fee structure with a discount offered to RNS members. (discount to be 20% of full price to a maximum of \$5 (e.g., \$5 race > \$4 for RNS members, \$10 > \$8 for RNS members, \$15 > \$12 for RNS members, etc.)).
  - The pre-registration mailing address.
  - The location of your awards venue.
  - Locker room/shower availability (if showers are not available, it must be noted on your registration form).
  - The RNS liability waiver (see the Resources > Race Directors Info page on the RNS website <http://www.runnovascotia.ca>).
- Your awards categories, minimum of Open Class (all ages), Junior (19 and under), Masters (40 to 49), Senior Masters (50 to 59), Golden Masters (60 to 69), Platinum Masters (70 to 79), Titanium Masters (80+).
- To give Run Nova Scotia air time during your awards presentations for an RNS representative to:
  - promote RNS and thank our sponsors
  - promote upcoming running events
  - to give out our RNS Personal Best Awards
  - to give out an unspecified number of RNS sponsored draw prizes
- Allow RNS to sell Timex watch raffle tickets at your race to raise funds to send Team Nova Scotia to the National 10K Championships.
- Allow RNS to set up a portable bulletin board with a supply of upcoming race registration forms.
- Allow RNS to erect our finish line assembly with RNS sponsor logos attached.
- Provide race results to RNS within one week, in electronic form (preferably Microsoft Excel). Results will be submitted to provincial newspapers if they are received within 1 day of race.
- Payment of the RNS Sanction Fee of \$3.00/registered runner to a maximum of \$750. Payment of the RNS Sanction Fee of \$2.00/registered runner to a maximum of \$500, if using out-sourced chip timing.
- Supply at least two people to assist the finish line operator.
- Agree to host your race in accordance with the guidelines as set forth in the RNS Race Directors' Guide (available at <http://www.runnovascotia.ca> on the Resources page).

As a Run Nova Scotia Series Event, your event will receive the following:

**Race Publicity:**

- Your race listed on our web site: <http://www.runnovascotia.ca>.
- Your race details forwarded to our RNS membership via our e-mail distribution.
- Your downloadable race registration form put on the RNS web site at no cost.
- A link to your web page on the RNS web site.
- Your registration forms available to the running community at our RNS portable bulletin board.
- Your race results forwarded to provincial newspapers for publication provided they are submitted electronically to RNS within 1 day of the event.
- Your race results on the RNS web site ([www.runnovascotia.ca](http://www.runnovascotia.ca)).

**RNS will supply the following equipment:**

- 1 digital finish display clock
- 2 finish line timers
- Finish line chute system
- 12 finish line pylons
- Complete public address system
- Portable power generator
- Portable bull horn
- Race numbers
- 500 numbered position indicator sticks (tongue depressors)
- \$2,000,000 Sport Association Liability Insurance policy for your event.

Equipment will arrive at your site a minimum of 1 hour prior to the start of your race.

Please note that RNS does not provide any assistance for the operation of your race, with the exception of two finish line timer operators and equipment. You must supply at least two people to assist the finish line operator, and are responsible for all other aspects of the race.

*For further information, contact Run Nova Scotia at [info@runnovascotia.ca](mailto:info@runnovascotia.ca)*