2027 RACE DIRECTORS

EVENT SANCTIONING & INSURANCE

Insurance Disclaimer

Athletics Ontario (AO) is a Provincial Sport Organization holding an insurance policy that covers AO along with its members, sanctioned events, and affiliated organizations. It is important to note that AO is not an insurance broker and do not draft custom policies. However, organizations and participants are covered under the comprehensive insurance policy, provided all sanctioning and membership conditions are met. Third-party vendors, independent contractors, and external medical staff generally require their own primary General Liability insurance and should provide a Certificate of Insurance (COI) naming Athletics Ontario and your organization/event as additional insured. We recommend requesting to be directed to our insurance broker for complex coverage scenarios and questions. An updated copy of the current AO insurance policies can be found **here**

STEP 1: Complete a 2027 Sanction Application

- AO 2027 Sanctioned races must abide by the **AO Sanction Criteria** (updated August 2026)
- **AO Sanction and Safety Checklist**
- The cost for each Sanction Application is $25.00 +HST (this replaces the 2026 Race Organization Membership which is no longer in place for 2027 and beyond)
- All 2027 AO Sanctioned events and their participants are covered under the AO Insurance Policy so long as participants are either AO members or pay the required $5.00 day of event license fee for non-members.
- You will automatically receive a 2027 AO Sanction Logo once your application has been reviewed and approved
- AO Sanction Logos must be placed on your race registration page and/or website and are only good for the year of the application
- All Sanctioned races must provide a **Participant Feedback Survey** to all participants

STEP 2: Certificate of Insurance (COI) Request

- Please only fill out one **COI request** per event, unless multiple events happen at the exact venue and course.
- A Sanction A **Sanction Application** must be submitted and approved prior to approving **Insurance Certificate** requests.

- Amendments to your insurance applications are time sensitive. Please complete all applications above as early as possible. and sent to shehara@athleticsontario.ca

STEP 3: Post Race Submissions

RESULTS For AC Certified Courses

- Results must be submitted to Athletics for National Rankings Canada results@athletics.ca and to Athletics Ontario roadtrail@athleticsontario.ca in the following CSV / EXCEL format.
- **EVENT | PLACE | LAST NAME | FIRST NAME | YOB | CITY | PROVINCE | DISTANCE | GUN TIME | DIV | DIV PLACE | SEX | PLACE | CHIP TIME**

PARTICIPANT LISTS

- Participant lists must be submitted to Athletics Ontario roadtrail@athleticsontario.ca for insurance purposes, and for inclusion in our education-based AO Road & Trail Newsletter (this is Canadian Anti-Spam Legislation compliant)
- Please submit this list in CSV / EXCEL format and include;
- **NAME | DOB or AGE | CITY | EMAIL**
- Race Directors may also give administration access via your race registration platform to roadtrail@athleticsontario.ca

ADDITIONAL RESOURCES

$5.00 FEE

- If your race uses Race Roster for registration, **please follow this link**
- **FAQ**
- **Athletics Ontario-based information**

SOCIAL MEDIA EXPOSURE

- Please email roadtrailmarketing@athleticsontario.ca with your content in this downloadable **social media ppt template** or **drive file** no later than 2 months prior to your event
- Please ensure to tag @Athletics_Ontario_Running in any social media stories or posts

PROVINCIAL SANCTIONING AND ATHLETICS CANADA CERTIFICATION

Athletics Ontario (AO) / Provincial Sanction	Athletics Canada (AC) Certification
Based on course safety (Sanction Criteria)	Course Accuracy apply directly with AC; require valid annual provincial sanction
International course measurement certificate eligibility	Record Eligibility
Record, and qualification (i.e. Boston Marathon) eligibility	Race or Team Qualification (i.e. Boston Marathon etc.)
Renew annually	AC Certification valid for 10 years if course remains unchanged
Provincial Sanction required for International Course Measurement Certificate	Must re-apply each year for International Course Measurement Certificate

A full list of upcoming sanctioned races can be found **here** (Note this list is continually updated as applications are received and reviewed)

A full list of AC Certified races can be found **here.** Note that aspects of qualification for record eligibility, team qualification and race qualification may also depend on an annual International Course Measurement Certificate. Athletes are always encouraged to check with Athletics Canada and/or the race director to ensure the race has up to date qualification status

SANCTION & SAFETY RACE AUDIT

- All Races may be subject to a random **Athletics Ontario Sanction & Safety Race Audit**
- Race Directors shall be prepared to provide the following:
    - Course Management Plan
    - Volunteer Management Plan
    - Aid Station Management Plan
    - Emergency Action Plan

ATHLETICS REG CUSTOMER SERVICE SUPPORT

Administrators and members may also contact Athletics REG for questions regarding your account, payments or requirements through the following ways:
In your account, you can explore the **online knowledge base to find comprehensive FAQ's on using the system**

- Email info@athleticsreg.ca
- Live on-line chat during the hours of 11:00 am to 7:00 pm EST Monday to Friday.
  Phone 1-866-534-2453 (press 1, then 9)

Thank you for everything you do for our running community!

For any further inquiries or general questions please contact roadtrail@athleticsontario.ca