



EVENT SANCTIONING

OVERVIEW

This section will cover information pertaining to BC Athletics Event Sanctioning. BC Athletics offers sanctioning for both Competitive and Non-Competitive Athletics related events in the sport of Track & Field Events, Race Walking Events, Road Running Events, Cross Country Events, Trail and Mountain Running Events and Camps and Clinics.

WHAT IS EVENT SANCTIONING?

BC Athletics Event Sanctioning is the formal process by which BC Athletics, the governing body for track and field, race walking, cross country, road running, and mountain and trail running in British Columbia, grants official recognition and approval to athletic events held within the province. Sanctioning ensures that events meet established standards for safety, fairness, and compliance with provincial (BCA), National (AC) and international (WA/WPA) regulations.

PURPOSE OF SANCTIONING

The primary purpose for event sanctioning is to ensure:

1. The commitment by the event organizer that the event will be conducted in accordance with World Athletics, World Para Athletics, Athletics Canada and BC Athletics rules.
2. That the event will be conducted in a fair and safe manner.
3. The recognition of results for rankings and records (provided there is compliance with #1 above)
4. That the event meets a standard of quality required for sanctioning by BC Athletics.

WHY SANCTION YOUR EVENT?

Benefits of sanctioning your event with BC Athletics includes:

- ★ **General Commercial Liability (GCL).** As part of our sanctioning process, events can select Liability coverage through BC Athletics or an Alternate Coverage provider. This is required by all municipalities and venue owners and ensures that all participants are covered with appropriate insurance.
- ★ **Technical Assistance.** BC Athletics will endeavour to provide any technical assistance that may be required or requested to ensure your event is fair, safe and fun.
- ★ **Officials.** As part of BC Athletics sanctioning, your event will be posted on the Officials Management System (OMS) to allow BC Athletics certified officials to register for your event. You will also be connected with a Provincial Coordinator to assist you.
- ★ **Calendar of Events.** To be posted on the BC Athletics Calendar of Events, your event must be sanctioned. Having an event on our calendar ensures that results will be counted towards Athletics Canada's ranking system and your event will be made public to the entire BC Athletics membership.
- ★ **Equipment & Services.** Discounts on BC Athletics equipment rental and associate services (as available) will be granted to all sanctioned events. For more information contact garrett.collier@bcathletics.org for Track & Field events, or kevin.oconnor@bcathletics.org for Non-Stadia events.
- ★ **Results.** Recognition of results on the Athletics Canada rankings system to ensure eligible performances for the purposes of rankings, records, prizing, selection and funding for BC Athletics and Athletics Canada programs.
- ★ **Facility and Course Review.** Sanctioned event hosts will have access to information, processes and contacts for the review, inspection and measurement of Road, Cross Country, Trail and Mountain courses in addition to facility review and inspection of Track & Field facilities.
- ★ **Event Participation.** As a sanctioned event on our calendar of events, your event will have a greater opportunity to increase participant numbers from BC Athletics members.
- ★ **Increased Prestige.** As sanctioned events are held to a higher standard, the label of a BCA sanctioned event improves public perception of your event and lets participants know that the event will be run in accordance with all applicable rules.
- ★ **BCA Branding.** Sanctioned events will have access and permission to use BC Athletics logos to promote your event as a "BC Athletics Sanctioned Event."
- ★ **Dispute Resolution.** If requested, BC Athletics will assist in the process of resolving issues (outside of the competition) between the event participants and the sanctioned event.

SANCTIONING PROCESS

Please read below for the BC Athletics Event Sanctioning process for each type of event. All BC Athletics Sanctioning Forms can be found on the [Calendar of Events page here](#). Please review APPENDIX A for Application Fees.

TRACK & FIELD EVENTS

Track & Field events are any competitive events which take place on a track or within the scope of track & field disciplines. These include Opens, Invitationals and Track & Field Championships. The process for Track & Field Event Sanctioning is as follows:

1. STEP 1 – Event Application
2. STEP 2 – Annual BC Athletics Track & Field Events Congress
3. STEP 3 – Track & Field Event Sanctioning Application
- OPTIONAL – World Athletics Sanctioning Application
- OPTIONAL – World Para Athletics Sanctioning Application
4. STEP 4 – Track & Field Post Event Report

NON-STADIA EVENTS

Non-Stadia events include any competitive events which take place on the road, cross country, mountain or trail course. These include Road Races, Cross Country races and Trail and Mountain

1. STEP 1 – Event Application
2. STEP 2 – Road Running or Cross Country+ Event Sanctioning Application
3. STEP 3 – Road Running or Cross Country+ Post Event Report

NON-COMPETITIVE EVENTS

Non-Competitive events include Athlete Sport Camps, Athlete Training Camps, Fundraising and Awareness Events and Athlete and Coach Clinics. As these events do not include performance results, they are not required to be posted on the BC Athletics Calendar of Events, however the option is provided. The process is as follows:

- STEP 1 – Non-Competitive Event Sanctioning Application
- STEP 2 – Non-Competitive Event Post Event Report

SANCTIONING FEES

For a list of applicable fees, please see: [APPENDIX A](#) and [APPENDIX B](#).

ANNUAL LIABILITY RENEWAL

Please note that BC Athletics GCL is renewed annually on August 14th of every year. Therefore, events taking place after August 14th are asked to please submit sanctioning applications well in advance as the earliest your event will be able to access a Certificate of Insurance (COI) would be August 15th. A reminder that it is the responsibility of the event to notify all legal entities requiring a copy of the COI of the annual renewal.

DAY OF EVENT FEES

If your event is allowing Day or Event Fees (for all Non-BCA Member participants), it is highly recommended that you set a Day of Event Fee of \$5.00 to cover the cost of Post Event Fees (Appendix B).

WAIVERS

Non-BCA Member participants are required to submit a waiver before participating in BCA Sanctioned events. For a copy of a waiver template, [please click here](#).

CONTACT

For more information on BC Athletics Sanctioning, please contact:

Non-Stadia Events

Kevin O'Connor
kevin.oconnor@bcathletics.org
(604) 333-3553

Track & Field + Non-Competitive Events

Garrett Collier
garrett.collier@bcathletics.org
(604) 333 -3555

APPENDIX A | SANCTION APPLICATION FEES

Please see below for updated BC Athletics Event Application Fees for BCA Member Organizations, Non-BC Athletics Member Organizations and other/optional applications.

BCA MEMBERS (2025)	BCA GCL – Track & Field Events (1 – 12 hours)	\$50.00
	BCA GCL – Track & Field Events (12+ hours)	\$150.00
	BCA GCL – Non-Competitive Events	\$50.00
	BCA GCL – Non-Stadia Events (Road Running – Cross Country+)	\$30.00
	Alternative GCL – Track & Field Events (1 – 12 hours)	\$100.00
	Alternative GCL – Track & Field Events (12+ hours)	\$300.00
	Alternative GCL – Non-Competitive Events	\$100.00
	Alternative GCL – Non-Stadia Events	\$60.00

NON-BCA MEMBERS	BCA GCL – Track & Field Events (1 – 12 hours)	\$100.00
	BCA GCL – Track & Field Events (12+ hours)	\$300.00
	BCA GCL – Non-Competitive Events	\$100.00
	BCA GCL – Non-Stadia Events (Road Running – Cross Country+)	\$60.00
	Alternative GCL – Track & Field Events (1 – 12 hours)	\$200.00
	Alternative GCL – Track & Field Events (12+ hours)	\$400.00
	Alternative GCL – Non-Competitive Events	\$200.00
	Alternative GCL – Non-Stadia Events	\$60.00

OTHER APPLICATION FEES (OPTIONAL)

World Athletics (WA) Sanctioning Application	\$50.00
World Para Athletics (WPA) Sanctioning Application	Free
BCA Sanction Application Late Fee	\$100.00
Extended Coverage (Out-of-Province Training Camps)	Varies

NOTES:

- ✧ GCL = General Commercial Liability
- ✧ GST (5%) to be charged in addition to above fees
- ✧ Additional Fees for out-of-country Training Camps may also be charged by insurer

APPENDIX B | POST EVENT FEES

Please see table below for Post Event Fees. GST (5%) to be charged in addition to fees.

BCA Member Athlete Participants	\$0.20 / athlete
Non-BCA Member Athlete Participants	Sliding Scale (see below)
First 100	\$3.00 / athlete
Next 150	\$2.50 / athlete
Next 250	\$1.50 / athlete
Next 500	\$1.00 / athlete
Next 1000	\$0.80 / athlete
Next 3000	\$0.55 / athlete
Next 5000+	\$0.30 / athlete

WHY ARE POST EVENT FEES CHARGED?

Post Event fees are fees for General Commercial Liability (GCL). For BC Athletics GCL, events must pay fees all BC Athletics Members and all Non-BC Athletics Athlete Members. For Alternative GCL, events will only be responsible for BC Athletics Members.