



# REGISTRATION PROCEDURE FOR 2014 / 2014-15 UCI CALENDARS

NATIONAL FEDERATIONS

ORGANISERS OF CYCLING EVENTS

CONTINENTAL CONFEDERATIONS.

■ **ROAD** CALENDAR 2013-2014 ■ **TRACK** CALENDAR 2014-2015 ■ **MOUNTAIN BIKE** CALENDAR 2014 ■ **CYCLO-CROSS** CALENDAR 2014-2015 ■ **BMX** CALENDAR 2014 ■ **TRIALSS** CALENDAR 2014 ■ **INDOOR CYCLING** CALENDAR 2014-2015 ■ **PARA-CYCLING** CALENDAR 2014 ■ **CYCLING FOR ALL** CALENDAR 2014.





UCI Sport &amp; Technique department

**D**ear National Federations,  
dear Continental Confederations,  
dear Organisers,

The UCI Sport and Technical Department has made the registration procedures uniform for UCI international events for all cycling disciplines.

We are pleased to send you the new procedure in order to establish the different UCI international calendars for next season in their respective disciplines.

Please respect the deadlines to submit the completed registration forms. We are available to assist you should you have any questions or require more information.

Wishing you a good receipt of this procedure and we thank you in advance for your collaboration.

With our best regards.

Philippe CHEVALLIER  
*Sport and Technical Director*

## THE REGISTRATION PROCEDURES FOR UCI CALENDARS: **STEP BY STEP**

### TO THE NATIONAL FEDERATIONS

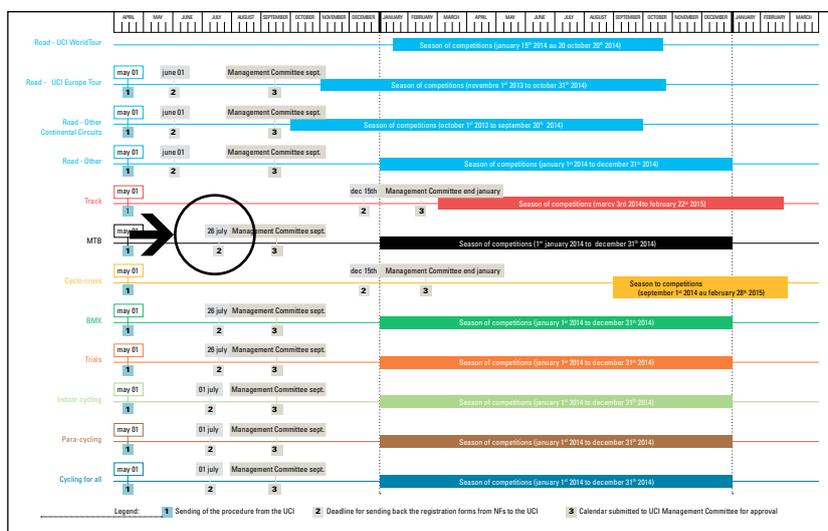
#### 1. STUDY

this document “Registration Procedure for UCI Calendars” carefully. In the document you will find all the general and specific instructions for all cycling disciplines.



#### 2. REVIEW

key dates and respect the deadlines which appear in the “Recap Diagram” hereafter.



#### 3. DELEGATE

disciplines specific instructions internally within your National Federation and make sure that the person in charge of the discipline in question is aware of this Registration Procedure.

- ROAD
- TRACK
- MOUNTAIN BIKE
- ➔ ■ CYCLO-CROSS
- BMX
- TRIALLS
- INDOOR CYCLING
- PARA-CYCLING
- CYCLING FOR ALL

## 4. OPEN COMMUNICATIONS

with event organizers of your country to finalize with them the registration of their event(s) on the international calendar.



## 5. CHECK AND APPROVE

the information entered on the registration forms by the organisers.

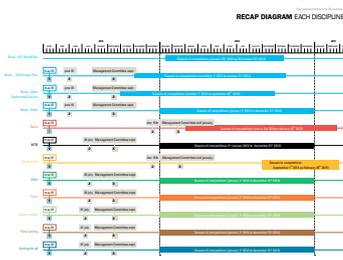
## 6. SEND BY EMAIL

within the imposed deadlines, all the approved registration forms to the UCI Sport and Technical Department.

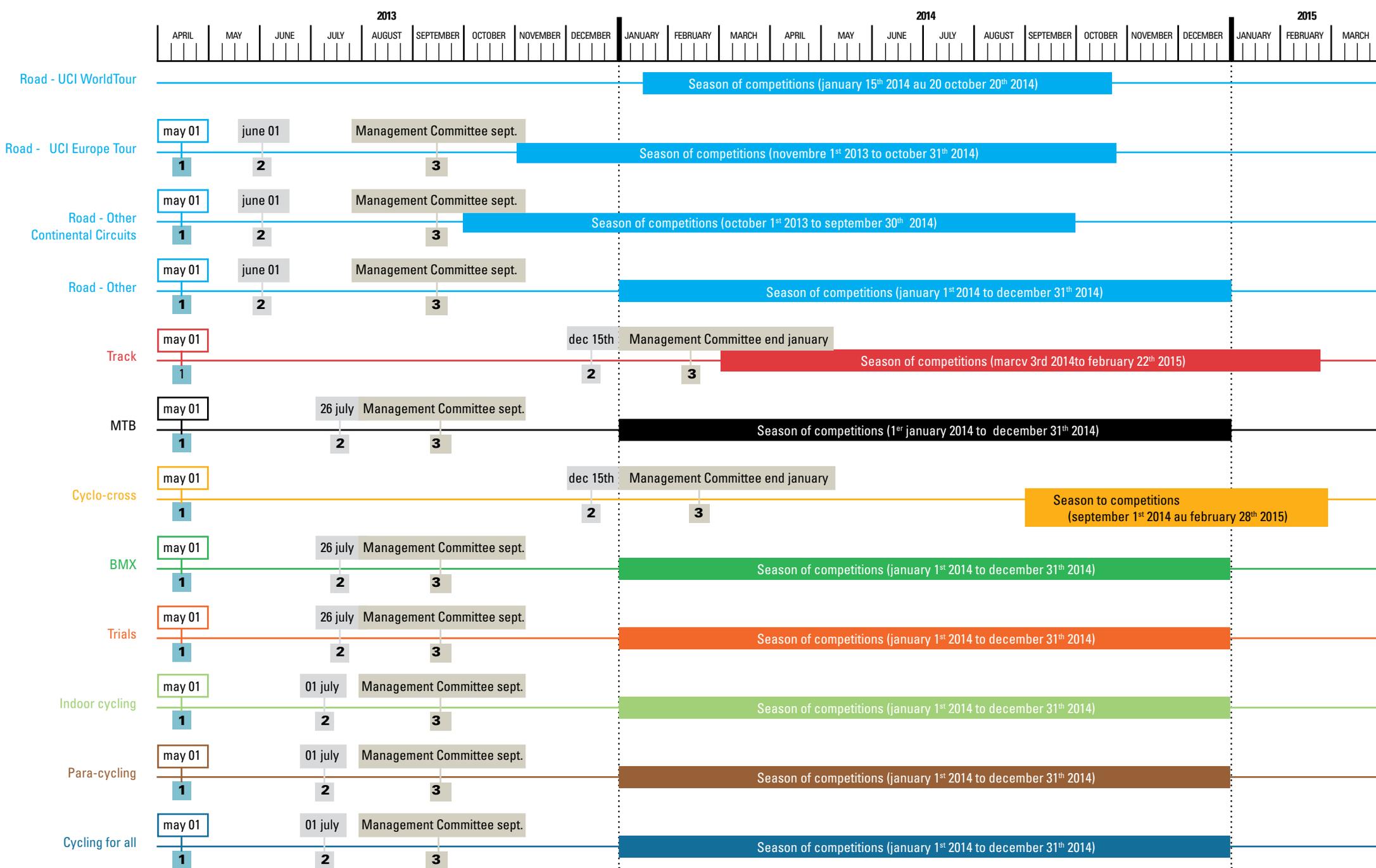


## 7. CONTROL

the registration of your events in the calendars published on the UCI website once they have been approved by the UCI Management Committee.



# RECAP DIAGRAM EACH DISCIPLINE



Legend: **1** Sending of the procedure from the UCI **2** Deadline for sending back the registration forms from NFs to the UCI **3** Calendar submitted to UCI Management Committee for approval

## ROAD- UCI EUROPE TOUR

Recommended deadline for sending the registration files from organisers to National Federations: May 18<sup>th</sup>, 2013  
Calendar "November-January" submitted to the UCI Management Committee for approval: meeting in June, 2013

## ROAD - CONTINENTAL CIRCUITS

Recommended deadline for sending the registration files from organisers to National Federations: May 18<sup>th</sup>, 2013  
Calendar "October-January" submitted to the UCI Management Committee for approval: meeting in June, 2013

## ROAD - OTHER

Recommended deadline for sending the registration files from organisers to National Federations: May 18<sup>th</sup>, 2013

## TRACK

Recommended deadline for sending the registration files from organisers to National Federations: July 12<sup>th</sup>, 2013

## MOUNTAIN BIKE

Recommended deadline for sending the registration files from organisers to National Federations: July 12<sup>th</sup>, 2013

## CYCLO-CROSS

Recommended deadline for sending the registration files from organisers to National Federations: December 1<sup>st</sup>, 2013

## BMX

Recommended deadline for sending the registration files from organisers to National Federations: July 12<sup>th</sup>, 2013

## TRIALS

Recommended deadline for sending the registration files from organisers to National Federations: July 12<sup>th</sup>, 2013

## INDOOR CYCLING

Recommended deadline for sending the registration files from organisers to National Federations: June 17<sup>th</sup>, 2013

## PARA-CYCLING

Recommended deadline for sending the registration files from organisers to National Federations: June 17<sup>th</sup>, 2013

## CYCLING FOR ALL

Recommended deadline for sending the registration files from organisers to National Federations: June 17<sup>th</sup>, 2013

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# GENERALITIES CONCERNS ALL THE DISCIPLINES

**N. B.:** The purpose of this document is to ease the entire registration procedure for events on the UCI international calendars, in a standardized way from one discipline to the other. Regulations are here explained but not dealt with in a detailed, exhaustive manner. Please refer to the [UCI Regulations](#) in all cases as these rules prevail

## THE REGISTRATION PROCEDURE FOR UCI CALENDARS

### TO WHOM IT MAY CONCERN?

This document is intended to help National Federations, Organisers and Continental Confederations with the registration of next season's events on the international calendars, for all disciplines :

■ ROAD	calendar	2013-2014
■ TRACK	calendar	2014-2015
■ MOUNTAIN BIKE	calendar	2014
■ CYCLO-CROSS	calendar	2014-2015
■ BMX	calendar	2014
■ TRIALS	calendar	2014
■ INDOOR CYCLING	calendar	2014-2015
■ PARA-CYCLING	calendar	2014
■ CYCLING FOR ALL	calendar	2014

### WHAT IS THE PURPOSE?

In respect to **Articles 1.2.001 and the articles that follow** of the UCI Regulations, each year, Organisers shall apply to their respective National Federations to have their races included on the world or continental calendar. **(Article 1.2.006)** With the exception of UCI WorldTour events, the world and continental calendars are determined by the UCI management committee on the advice of the Continental Confederations for the competitions which concern them. **(Article 1.2.005)**

In order to be able to be registered on the UCI international Road calendar, a race must guarantee the participation of **at least 5 foreign teams**. A mixed team is regarded as a foreign team if the majority of its riders are of foreign nationality. **(Article 2.1.003)**

The Organiser of Cyclo-cross, Mountain Bike or BMX event on a national calendar in which riders of **three or more foreign federations** participated, **two foreign federations** for a Track, Trials or an Indoor cycling event, must request the inclusion of the next edition of his event on the international calendar. The event shall not be included in the national calendar, except if its inclusion in the international calendar is rejected.

The Organiser of Paracycling event on a national calendar in which riders of many foreign federations participated, **as per Article 16.18.003**, must request the inclusion of the next edition of his event on the international calendar. Organisers of C1 events have to **guarantee the minimum number of nations** as per **Article 16.18.003**, otherwise downgraded as C2 events the year after.

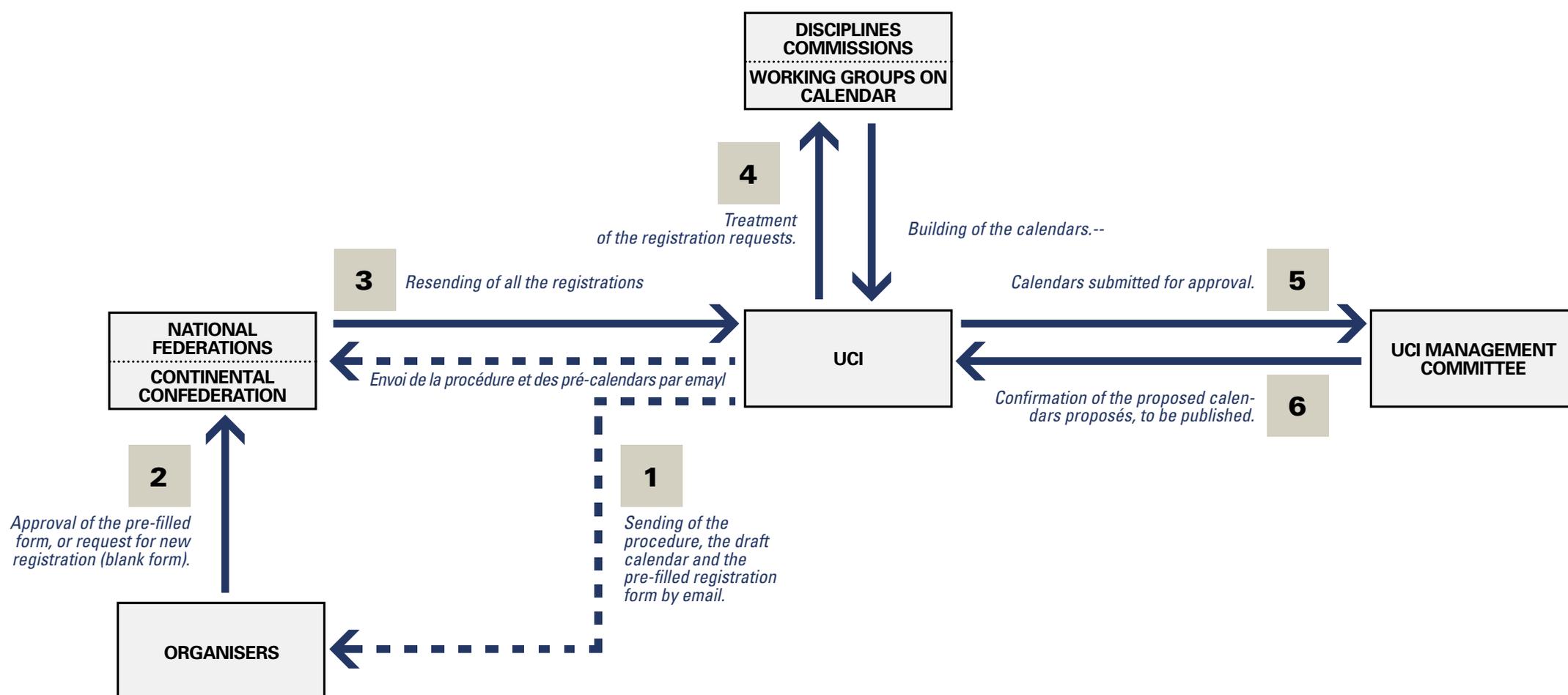
Regarding Road, National Federations shall pass on applications for inclusion to the UCI with a copy to their Continental Confederation **no later than June 1<sup>st</sup>** of the year preceding that for which inclusion is required. For Indoor cycling, Para-cycling and Cycling for all, the deadline shall be set at July 1<sup>st</sup>. For MTB, BMX and Trials, this date is the **last Friday of July** as for Track and Cyclo-cross, the deadline shall be set at **December 15<sup>th</sup>**.

The application of the National Federations must be filed according to the instructions given by the UCI administration and confirms in any case the Organiser's commitment to submit to the UCI constitution and regulations.

If a race is run over the territory of several countries, the race shall be included on the calendar only with the agreement of the federation of each country concerned. **(Article 1.2.006)**

## GENERALITIES CONCERNS ALL THE DISCIPLINES

## HOW DOES IT WORK?



1

In April each year, an email is sent to National Federation and Continental Confederations in which they may find an hyperlink to this document which is available for download. An email is also sent to Organisers that held events the previous year. In this email, there is a hyperlink to this document which is to be downloaded together with a pre-filled event specific registration form in attachment.

2

Organisers that held events the previous year must check, complete and approve the pre-filled form for each of their event(s) and send it by e-mail to their National Federation in order to confirm the registration. In case of a new Organiser, they must contact the National Federation of the country/-ies in which the race takes place.

3

**No later than by 1<sup>st</sup> June, respectively 1<sup>st</sup> July** (Indoor cycling, Paracycling and Cycling for all), **the last Friday of July** (MTB, BMX, Trials) or **December 15<sup>th</sup>** (Track and Cyclo-cross), the National Federations send every completed and approved registration form to the UCI by e-mail. Information about this procedure is detailed in the next section of this document. Registration forms directly sent by an Organiser to the UCI, without going through the National Federation, are not accepted. Only National Federations are entitled to process registration forms.

4

The Commission of the discipline in question and/or the working group in question consider/s registration requests and builds calendar for the upcoming season.

5

Then, the calendar for next year will be presented to the UCI Management Committee for approval.

6

Once approved, the calendar will be published on our website the next working day following the UCI Management Committee meeting. In order to simplify the procedure, an individual answer will not be sent to each National Federation or Organiser, but you will be informed of the decisions of the UCI Management Committee by consulting the calendar published on the UCI website.

# GENERALITIES CONCERNS ALL THE DISCIPLINES

## HOW TO FILL IN THE REGISTRATION FORM?

### THE ORGANISER

#### EXISTING EVENTS

The Organiser receives for each of their events a pre-filled form by PDF file with specific information about the event as it appears on the draft calendar (available hereunder in this document, in the disciplines in question). The Organiser can make any necessary changes **directly in the pre-filled PDF file**. Then it must be sent **by email to the National Federation for approval**.

#### NAME

In the event of any name change, the Organiser must mention the name requested in the box provided.

#### DATES

The **draft calendars** are included hereunder in this document for informational purposes. Appearing on a draft calendar does not mean that the race is registered on the UCI calendar. Organisers must confirm the **registration of their race** by sending back the required registration form to their National Federation.

Any requests for a change of date may be submitted to the UCI **via National Federations**. A **justification letter** must go along with these requests.

If necessary, the UCI reserves the right to **change the dates** in order to avoid any situation where there may be competition between races which may be unfavourable to cycling.

#### NEW EVENTS

For registration of new events, extra forms can be obtained from the National Federation. Hyperlinks to blank specific registration forms for each of the disciplines can be found hereafter in the corresponding parts. In accordance with the regulations, when registering a new race **a file must be submitted (Article 1.2.009 hereafter)**. For the Road, this must reach the UCI at the latest on **25<sup>th</sup> June** (3 months prior to the Management Committee meeting) of the year before the first edition of the race, or at the latest on **the same registration deadline** settled in **Article 1.2.006** for the other disciplines. Nonetheless, **the Organiser is obliged to announce beforehand its intention to enter a new race to its National Federation who will send the Organizer a blank registration form to fill in and send it back to their National Federation**.

#### 1.2.009

The first time a race is submitted for inclusion on the international calendar, the Organiser shall submit documentation including at least the following information:

- type of race (discipline, speciality, format);
- description of the course including total length (in km) and, where applicable, that of stages and circuits;
- the type and number of participating teams and/or riders' categories wanted;
- financial aspects (prizes, travel and subsistence expenses);
- references concerning organisation.

For the Road, the documentation must be submitted to the UCI no later than three months before the meeting of the management committee at which the calendar in question is finalised, or at the latest on the same registration deadline settled in **Article 1.2.006** for the other disciplines.

# GENERALITIES CONCERNS ALL THE DISCIPLINES

## VALIDATION

By filing its application, the Organiser commits to respecting the UCI constitution and regulations. **(Article 1.2.006)** The Organiser attests to the information on the form by writing his name and the date of the day at the left bottom of the form.

We remind you that any registration must be approved by the National Federation which will send the information by e-mail to the UCI no later than by the 1st of June of the year in question for Road, or by the dates settled in **Article 1.2.006** for the other disciplines.

We ask you to use the **electronic registration** form only to register your event.

Registration requests which are **not in compliance** with the above-mentioned requirements, will be sent back to the National Federation concerned.

We draw your attention to the fact that according to the **Article 1.2.012** of the UCI rules one of the requirements to enter an event on the International Calendar **is the payment of the invoices concerning the previous year events (calendar fee) and any other financial obligation with the UCI.**

## DEADLINE

The deadline for sending back registration forms to your National Federation by e-mail is **at the latest 2 weeks before the deadlines settled in Article 1.2.006 of the Regulations, which deadlines are:**

June 1<sup>st</sup>: **ROAD**

July 1<sup>st</sup>: **INDOOR CYCLING, PARA-CYCLING, CYCLING FOR ALL**

Last Friday of July: **MTB, BMX, TRIALS**

December 15<sup>th</sup>: **TRACK, CYCLO-CROSS**

In order that we can submit the international calendar to the UCI Management Committee, we ask you to respect the deadline to send the registration forms.



# GENERALITIES CONCERNS ALL THE DISCIPLINES

## THE NATIONAL FEDERATION

### EXISTING EVENTS

The Organizers of events mentioned on the UCI draft calendar have received a **pre-filled PDF file** completed with specific information of their event(s). The Organizers have been asked to fill in and return the PDF file **electronically** to you no **later than 2 weeks before the dates settled in Article 1.2.006 of the regulations** in order that you can send on time to the UCI all the registration forms of the events that you want to register, in one e-mail: [sport.technical@uci.ch](mailto:sport.technical@uci.ch)

### NEW EVENTS

The National Federation has access to blank forms to be sent to the Organiser who announces its intention to enter a new race in the UCI international calendar. **One will find hyperlinks to the blank forms for each discipline in the specific parts later on in this document.**

In accordance with the regulations, when registering a new race **a file must be submitted (Article 1.2.009 hereafter)**. For the Road, this must reach the UCI at the latest on **25<sup>th</sup> June** (3 months prior to the Management Committee meeting) of the year before the first edition of the race, or at the latest on **the same registration deadline** settled in **Article 1.2.006** for the other disciplines.

### VALIDATION

The National Federation checks the amended PDF file, **approves it electronically** directly in the PDF file in the box "Approval of the National Federation" and returns it to the UCI, by e-mail [sport.technical@uci.ch](mailto:sport.technical@uci.ch)

### DEADLINE

The National Federation requests the registration of the events through the registration forms received from Organizers. All the forms must be sent **in one email** addressed to the UCI Sport and Technical Department ([sport.technical@uci.ch](mailto:sport.technical@uci.ch)) within the deadlines stated in **Article 1.2.006**:

June 1<sup>st</sup>: **ROAD**

July 1<sup>st</sup>: **INDOOR CYCLING, PARA-CYCLING, CYCLING FOR ALL**

Last Friday of July: **MTB, BMX, TRIALS**

December 15<sup>th</sup>: **TRACK, CYCLO-CROSS**



# GENERALITIES CONCERNS ALL THE DISCIPLINES

## WHAT ARE THE COSTS?

### FINANCIAL OBLIGATIONS

The UCI establishes, for each calendar and each class of race, a range of calendar fees as well as participation allowances and prize money. These amounts are described in the UCI Financial Obligations.

One will find **hyperlinks** to the Financial Obligations for each discipline in the specific parts later on in this document.

### ECONOMIC CLASSIFICATION

The amounts of calendar fees and prizes will be adapted based on the economic situation of the country. Therefore, reference should always be made to the coefficients of the [Economic Classification](#) of the countries:

### RIGHT TO REGISTER

The registration fee of every event is subdivided into 3 parts:

#### 1. UCI CALENDAR FEE

In compliance with **Article 1.2.012**, the inclusion of a race on the international calendar shall be subject to the payment of a fee, called the calendar fee, the amount of which shall be set annually by the UCI management committee.

This fee includes allowances (expenses and travel) for officials (International Commissaires and Doping Control Officers) appointed by the UCI and enrolment fee for each race on the international calendar. The accommodation expenses (room + breakfast) remain payable by each Organiser. The total amount of these fees must be paid in Euros, within the term described in the **Article 1.2.012**.

#### PAYMENT:

- An invoice will be sent to Organisers once the calendar is approved by the UCI Management Committee
- The total amount of the fee must be paid by the Organiser to the UCI no later than two months after the meeting of the management committee at which the calendar for the discipline in question is approved. The above deadline is the date on which the UCI account must be credited. (**Article 1.2.012**)
- Only races having respected **Article 1.2.012** of the UCI regulations will be registered on the calendar.
- In case of delay, a penalty of 100 Swiss francs for each month started will automatically be applied. (**Article 1.2.012**)

#### 2. ANNUAL CONTRIBUTION TO THE CYCLING ANTI-DOPING FOUNDATION (CADF)

- [ORGANISERS](#)

#### 3. ANNUAL CONTRIBUTION TO THE CYCLING ANTI-DOPING FOUNDATION (CADF)

- [RIDERS](#)

# GENERALITIES CONCERNS ALL THE DISCIPLINES

## REGISTRATION REFUSAL

The inclusion of the race on the following calendar shall be refused should the fee of the previous year, as well as the penalty not have been paid one month before the meeting of the management committee at which the calendar in question is approved. Furthermore, a race inscription shall be refused if the enrolment fees for previous races have not been paid or if the Organiser does not honour its financial obligations with the UCI. This measure also applies to the new Organiser of the race and, in general, to the Organiser and/or race that the management committee considers to be the successor of another Organiser or another race. **(Article 1.2.012)**

## INVITATION - ENROLMENT

In accordance with **Article 1.2.048**, without prejudice to the provision concerning Mountain Bike, BMX, Indoor cycling, le Paracyclisme, Cycling for all and the Maters category, Organisers of events registered on the international calendar are not allowed to demand from riders and/or teams any participation fee whatsoever (contribution to expenses, registration fees, etc).

## OTHER ITEMS

### NATIONAL CHAMPIONSHIPS

As stated in **Article 1.2.029**, National Road Championships shall be run during the **last week of the month of June, so from 23 to 29 June 2014. If this is not the case, no UCI points may be awarded.**

- The National Cyclo-cross Championships shall be run on the date approved by the **Management Committee**.
- National Mountain Bike Championships shall be run on the **29<sup>th</sup> weekend of the year**.
- National BMX Championships shall be run on **the first weekend of July**
- National Trials Championships shall be run **on the last weekend of June or on the National Mountain Bike Championships mandatory weekend** when National Trials Championships are organized together with the National Mountain Bike Championships.
- National Indoor cycling Championships should take place in principle **4 weeks before the World Championships**.

The UCI may grant dispensations for the southern hemisphere or in cases of force majeure. It is highly advised not to register any race for those periods. One might find **hyperlinks to the registration forms** for the National Championships for each discipline in the specific parts later on in this document. **The National Championships are published in separate calendars.**

# GENERALITIES CONCERNS ALL THE DISCIPLINES

## CONTINENTAL CHAMPIONSHIPS

The Continental Confederations must send this the registration form to the Organizer chosen for the organisation of the Continental Championships. The organizer must return this form to the Continental Confederation duly filled in and signed. The Confederation approves the information by signing the form and sends it to the UCI Sport and Technical Department no later than by **June 1<sup>st</sup>, for all the sports disciplines**. One might find **hyperlinks to the registration forms** for the Continental Championships for each discipline in the specific parts later on in this document.

## DATE CHANGES

Any change to the date of an event included on the international calendar shall be subject to prior authorisation by the UCI or, for a UCI WorldTour event, the Professional Cycling Council at the request of the National Federation of the Organiser.

If there is a change of date or if an event is cancelled, the Organiser shall be liable for a fine the amount of which shall be set each year by the management committee. **(Article 1.2.014)**

## CLASSIFICATIONS AND CUPS

Please note that, according to **Article 1.2.026**, National federations, their affiliates and licence holders and, in general, all bodies answerable to them shall be barred from participating actively or passively in any individual or team classification based on the races on the international calendar other than those drawn up or expressly authorised by the UCI. Events conducted by an organiser who fails to comply with the preceding paragraph shall be deleted from the international calendar for the following year. **In any case, for Mountain Bike and Cyclo-cross, a “Cup/Series” will be comprised of no more than eight rounds.**

## FORBIDDEN RACES

In order to remind you: No licence holder may participate in an event that has not been included on a national, continental or world calendar or that has not been recognised by a national federation, a continental confederation or the UCI.

A national federation may grant special exceptions for races or particular events run in its own country. **(Article 1.2.019)**

## DIRECT LINKS

[ROAD](#)

[TRACK](#)

[MOUNTAIN BIKE](#)

[CYCLO-CROSS](#)

[BMX](#)

[TRIALS](#)

[INDOOR CYCLING](#)

[PARA-CYCLING](#)

[CYCLING FOR ALL](#)

## SPECIFIC INSTRUCTIONS FOR ROAD INTERNATIONAL CALENDARS

### SUMMARY TABLE OF RACES

The following table features the type of “Road” UCI international calendars and classes of races that belong to it.

CLASSES OF RACES	ABBREVIATIONS
<b>UCI WORLDTOUR CALENDAR MEN ELITE</b>	
One-Day UCI WorldTour Event	<b>Men Elite</b> ME 1.UWT
Stage UCI WorldTour Event	ME 2.UWT
<b>CONTINENTAL CIRCUITS CALENDARS MEN ELITE &amp; UNDER 23: AFRICA, AMERICA, ASIA, EUROPE, OCEANIA TOURS</b>	
One-Day Hors Classe	<b>Men Elite and/or Under 23</b> ME 1.HC
Stage Hors Classe	ME 2.HC
One-Day Class 1	ME 1.1
Stage Class 1	ME 2.1
One-Day Class 2	ME 1.2
Stage Class 2	ME 2.2
One-Day Class 2 Nations' Cup U23 (a)	ME 1.2.Ncup
Stage Class 2 Nations' Cup U23 (a)	ME 2.2.Ncup
U23 label One-Day Class 2 (b) (c)	MU 1.2
U23 label Stage Class 2 (b) (c)	MU 2.2
(a) Races reserved for Under 23 riders included the riders belonging to a UCI ProTeam, open only to the National Teams	
(b) Races reserved for Under 23 riders except UCI ProTeam	
(c) Europe Tour only	
<b>WORLD CALENDAR WOMEN ELITE</b>	
World Cup (one-day)	<b>Women Elite</b> WE CDM
One-Day Class 1	WE 1.1
Stage Class 1	WE 2.1
One-Day Class 2	WE 1.2
Stage Class 2	WE 2.2
<b>WORLD CALENDAR MEN JUNIOR</b>	
One-Day Junior Nations' Cup (c)	<b>Men Junior</b> MJ 1.Ncup
Stage Junior Nations' Cup (c)	MJ 2.Ncup
One-Day Class 1	MJ 1.1
Stage Class 1	MJ 2.1
(c) Races open only to the National Teams	
<b>WORLD CALENDAR WOMEN JUNIOR</b>	
One-Day Class 1	<b>Women Junior</b> WJ 1.1
Stage Class 1	WJ 2.1
<b>CRITERIUMS CALENDAR</b>	
<b>REGIONAL GAMES CALENDAR</b>	

### CLASSIFICATION

The UCI Management Committee and Road Commission reserve the right to change the classification of races at the meeting of the Management Committee which will be held in September, based on the level of participation and the quality of the organisation of races. **For races registered in October through to January, the forms will be examined by the Management Committee in June, when it will, or not, give its approval with the aim of anticipating the appointments of the commissaires. The Organiser will be informed of this.** However, the calendar will remain as usual, with final approval given at the Management Committee session taking place in September.

## HOW MUCH DOES IT COST FOR ROAD?

### FINANCIAL OBLIGATIONS

Please find a hyperlink to the Road Financial Obligations for next year with the amounts regarding [calendar fees, participation allowances and prize money](#).

### CPA

For the events of the UCI WorldTour calendar and the races of the UCI Continental Circuits "Men Elite", classes HC and 1, the contribution of athletes to the Solidarity Fund for Professional Riders, is **7% of the total of prizes actually distributed**. This amount will be billed to the paying body (e.g. National Federation, Organiser, riders' association, etc) by the CPA..

## REGISTRATION FORMS ROAD

Each form must include only **one race**, even if several races that are open to different categories take place on the same day at the same venue.

### EXISTING EVENTS IN 2013

The Organiser receives for each of their events a pre-filled form by PDF file with specific information about the event as it appears on the draft calendar available from this document

## NEW EVENTS

For registration of **new events**, extra forms can be obtained from the National Federation.

For the National Federations, a [blank registration form](#), identical for all the Road events, is available for download under this link, to be used **exclusively for the registration of new events**.

## UCI WORLDTOUR CALENDAR

The calendar of UCI WorldTour events is drawn up by the Professional Cycling Council, in line with the provisions concerning the UCI WorldTour in Part II, section XV. (**Article 1.2.005**)

## CLASSIFICATION

This calendar is reserved for the **UCI WorldTour events** only. The Organizers of these events will receive directly from the UCI WorldTour coordinator the information regarding the registration of their event.

## DATES

The dates of the events of the UCI WorldTour are mentioned, for information, on the corresponding continental circuits' draft calendars.

## UCI EUROPE TOUR CALENDAR

### DATES: DRAFT CALENDAR UCI EUROPE TOUR

You can find a [draft calendar](#) for classes HC and 1 by clicking on this link. This is a project established by the Road Commission.

Organizers of Class 2 races propose, **freely and in agreement with their National Federation**, the dates of their race. Nonetheless, the UCI reserves itself the right to change the proposed dates in order to avoid races competing with each other which could be unfavourable to cycling.

## UNDER 23 LABEL

The Organizers of races in Class 2 may ask the UCI for the **Under 23 label**, thus limiting the access of their race to athletes Under 23.

Requests to obtain the Under 23 label must be submitted to the UCI via National Federations.

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## UCI AFRICA TOUR CALENDAR

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DATES: [DRAFT CALENDAR UCI AFRICA TOUR](#)

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You can find a [draft calendar](#) by clicking on this link. This is a project established by the Road Commission.

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## UCI AMERICA TOUR CALENDAR

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DATES: [DRAFT CALENDAR UCI AMERICA TOUR](#)

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You can find a [draft calendar](#) by clicking on this link. This is a project established by the Road Commission.

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## UCI ASIA TOUR CALENDAR

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DATES: [DRAFT CALENDAR UCI ASIA TOUR](#)

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You can find a [draft calendar](#) by clicking on this link. This is a project established by the Road Commission.

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## UCI OCEANIA TOUR CALENDAR

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DATES: [DRAFT CALENDAR UCI OCEANIA TOUR](#)

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You can find a [draft calendar](#) by clicking on this link. This is a project established by the Road Commission.

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## WOMEN ELITE CALENDAR

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DATES: [DRAFT CALENDAR WOMEN ELITE](#)

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You can find a [draft calendar](#) by clicking on this link. This is a project established by the Road Commission.

#### SPECIFIC INSTRUCTIONS UCI WOMEN'S ROAD WORLD CUP

For Organizers of UCI Women's Road World Cup, please consider the specific instructions detailed in the following pages.

### MAIN ORGANISERS' OBLIGATIONS

#### 1. SENDING BID FILE BY 17 MAY 2013

The **new candidates** who wish to obtain the 2014 World Cup label, must submit a **candidature file** to the UCI Sport and Technical Department through the National Federation. The following points must be mentioned in the bid file:

- Full contact details of the Organizer
- References of the Organizer
- Technical guide and media report of the previous edition
- Dates requested
- Race schedule
- Access to the venue (airport, highway network, etc...)
- Circuit
  - Map, profile, distance, length of the circuit, description of roads used, according to the UCI rules.
  - A race lasting 3 hours/3 hours and half is considered appropriate (between 120 and 140Kms according to the **Article 2.3.002** of UCI rules)
- Detailed map showing the start and finish areas
- Installations available
- Media Plan and project of the TV coverage
- Accommodation
- Provisional budget
- Motives of the bidding

This application request for the organization of a World Cup round must be received at the UCI **no later than 17<sup>th</sup> May 2013**. **Only complete files which reach the UCI within the stipulated deadline will be taken into consideration.**

**This applies only for the new candidates. Organizers having already obtained the label in 2013 are not required to send a candidature file.**

#### 2. BID EXPENSES FOR THE NEW REQUESTS

**We remind you that the new candidates who will submit a file for a World Cup shall pay a candidature fee of EUR 1'000.-** . This amount shall in particular cover the costs of the visits made by UCI representatives as well as the costs of evaluating and processing the bid. If the bid is postponed to another year, the costs shall not be paid again. They shall be retained in the event that the bid is rejected. The Organising Committee must cover accommodation and subsistence expenses of the UCI representative during the visit.

**Only the files whose bid expenses are paid to the UCI will be considered. Upon payment, indicate the name of the race and World Cup.**

#### 3. SENDING OF THE REGISTRATION FORM VIA THE NATIONAL FEDERATION BY 1<sup>ST</sup> JUNE

The new candidates as well as the Organizers having already obtained the label in 2013 are required to send via the National Federation the registration form of his event no later than by 1<sup>st</sup> June.

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## CALENDAR

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For race bids from outside Europe, the dates will be determined on a case by case basis.

When making its choice, the UCI will take into consideration other stage races on the UCI calendar which will be held near the time in the same region, with the aim of reducing the expenses for teams. Nevertheless, there must be at least one day between the UCI World Cup race and the above-mentioned races.

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## ORGANISERS' RIGHTS

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All marketing and sponsorship rights for the title and format of the UCI World Cup are the exclusive property of the UCI. The UCI grants the Organizer the marketing and sponsorship rights for its race, apart from the rights for the "presenting sponsor" for the UCI World Cup series, which remain the property of the UCI.

The Organizer must use the UCI World Cup label according to the UCI visual identity guidelines.

The UCI grants the event Organizer the exclusive standard television rights, except :

- for the right to distribute a 3 minute edited news item.
- for the right to edit and distribute international highlights packages of 30 minutes.

The rights for the 3 min news items and the 30 min highlight package shall be non-exclusive for the the UCI and the Organizer in order to generate an exposure for the events as wide ranged as possible.

All rights for broadcasts on all other forms of modern linear and non-linear communication, including but not limited to internet, mobile communication devices etc. are the exclusive property of the UCI who will do its best efforts to promote the UCI Women's Road World Cup with the help of these media.

On request UCI may grant a broadcaster or website of the country where the event takes place the non-exclusive right to show the event on its website live or on demand (VOD) with geo-blocking technology for internet users outside the hosting country.

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## TV (UCI WOMEN'S ROAD WORLD CUP)

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### 1. TV PRODUCTION AND FOOTAGE REQUIREMENTS

The Organizer must guarantee that a TV channel / TV Production Company with sufficient experience and the necessary equipment will produce the race according to the UCI standards below.

The Organizer has to provide a detailed production plan and contacts of the responsible producer to the UCI three months before the event at the latest. The UCI retains the right to refuse this plan and demand changes in order to ensure consistent high production qualities across all events.

The Organizer undertakes to provide a **three minute edited** news item to the EBU news distribution system EVS.

*This footage has to fulfil the minimum requirements of the UCI hereafter:*

- Minimum content: Start of the race, one or the other decisive race action, finish with arrival of the winner and podium presentations.
- International sound
- Delivery to EBU / EVS news distribution service by satellite or fibre free of charge
- Payout not later than 2,5 hours after the finish of the race
- In case the payout is from overseas it has to be coordinated with the EBU to be in time for a payout early the next day
- A dope sheet / shot list must be sent by e-mail, UCI will provide a template before the start of the event series.
- Via FTP the news file has got to be transferred to the UCI respectively by one of his partners at the latest on the next work day

As part of the **UCI's women in cycling project** UCI has a dedicated TV crew as well on site for delivering dedicated interviews which will be used for a news item on [www.youtube.com/ucichannel](http://www.youtube.com/ucichannel) and for the 26-min highlight programs:

- The news edit for EVS by your Host broadcaster needs to be available for the UCI TV crew on site in a digital format and not on tape.
- The UCI TV crew must receive accreditation as a rights holder.
- For the UCI TV crew a DSL high speed internet line for an upload of a video file must be made available.

The Organizer undertakes to deliver a **60min 'rough cut'** of the event to the UCI two days after the event at the latest. Please note the following points in order to provide the right material to our editing partners.

*The footage of your race shall be a rough cut of app. 60 min showing:*

- Inscription of the riders
- Beauty shots / Scenic shots about the area / region.
- Start of the race (depart fictive and depart real)
- Riding with important attacks and other important incidents escapes, crashes etc.
- Winner crossing and other groups crossing the line
- Podium with 1 -3 and all jersey presentations
- Winner interview with neutral Microphone.

*Technical specifications / Acceptable Delivery Formats If the footage is sent via ftp upload:*

#### **High Definition**

- HD 1920 x 1080 using Apple Prores 422 Codec. 10 - 15Mb/sec data rate square pixel
- H264 is not preferred as the H264 is just a container and is not always able to playable depending on the codec used to create it.
- Audio 2 channels mono (nat sound only)
- No Graphic overlays.

#### **Définition standard :**

- D 720 x 576 using Apple Prores 422 Codec. H264 not preferred.
- Audio 2 channels mono (nat sound only)
- No Graphic overlays.

**Aspect ratio for all formats is 16:9**

Preferred way for the delivery is by FTP transfer. If you do not have a FTP server available, please contact UCI

*If supplied by courier:*

- SD on DVCam tape or Digibeta
- HD on XDCam disc.

Ideally all footage to be shot High Definition but If this is not possible Standard Definition is acceptable but must be in Apple Prores 422 Codec.

All footage must be supplied in 16:9 aspect ratio

**Deadlines**

All footage delivered by either upload or by courier must be available to our contracted production partner for edit 7 days after the end on the event.

If footage is to be supplied by courier a tracking number must be supplied to the contracted production partner as well by e-mail.

**2. EXPENSES FOR TV DEVELOPMENT**

In order to harmonize the TV standards, the expenses of the technical efforts which are necessary to secure a standardised high quality TV product shall be shared between the Organizers. In 2014 each Organizer is liable for the cost of EUR 2'000.- payable to the UCI together with the Organizer's fee.

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## IDENTITY OF THE EVENT

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The visual guidelines of the UCI World Cup will be sent to the Organizers of the 2014 World Cups. These guidelines have to be respected across the entire event including all print material, PR material as well as the infrastructures (arches, backdrops, etc.)

**The Organizer promises to respect the obligations mentioned if his race is selected for the 2014 UCI World Cup calendar.**

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## SEMINAR FOR ORGANISERS

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Each 2 years a seminar for Organizers of the UCI World Cup is organised. The Organizer is obliged to take part with at least one representative. This seminar deal in particular with the following subjects:

- Development of the UCI World Cup circuit
- Sport participation
- Marketing and sponsorship
- Technical organisation
- Travel and accommodation of the teams
- Promotion, medias

**The next seminar will take place at the end of the year 2013.**

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## SERVICES PROVIDED BY THE UCI

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- UCI World Cup label
- General co-ordination of the UCI World Cup
- TV coordination & editing highlight magazines
- International TV distribution
- Protocol jersey and leader's jersey
- Trophy for the first 3 in the final classification and for the 1st team of the final classification by team
- Awards ceremony for end of season prizes
- Worldwide promotion of UCI World Cup
- Seminar of Organizers

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## AWARDING PROCEDURE

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The World Cup events are selected by the UCI Road Commission. Only a limited number of Organizers receive the World Cup label.

**The UCI Management Committee will proceed with the awarding of races at its meeting on 25th and 26th September 2013.**

The UCI World Cup label, however, will only be finally confirmed once the contract has been signed, which in particular includes the measures featured in the present document, agreed between the UCI and the Organizer.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## ROAD

### JUNIOR - U23 & JUNIOR NATIONS CUP

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## JUNIOR CALENDRIERS

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### DATES: DRAFT CALENDARS MEN AND WOMEN JUNIOR UCI

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You can find a **draft calendar** by clicking on this link. This is a project established by the Road Commission.

[Draft calendar UCI Women Junior](#)

[Draft calendar UCI Men Junior](#)

### SPECIFIC INSTRUCTIONS UCI WOMEN JUNIOR CALENDAR

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#### Classification

All races on the international calendar are grouped together in class 1.

#### Dates

The Organizers of races in class 1 propose, **freely and in agreement with their National Federation**, the dates of their race. Nonetheless, the UCI reserves the right to change the proposed dates in order to avoid races competing with each other which may be unfavorable to cycling.

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## MEN U23 NATIONS CUP AND MEN JUNIOR NATIONS CUP

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### DATES: DRAFT CALENDARS UCI UNDER 23 AND JUNIOR NATIONS' CUP

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You can find **draft calendars** by clicking on these links. These are projects established by the Road Commission.

[Draft calendar UCI Under 23 Nations' Cup](#)

[Draft calendar UCI Men Junior](#) (Junior Nations' Cup included))

#### SPECIFIC INSTRUCTIONS UCI UNDER 23 AND JUNIOR NATIONS' CUP

For Organizers of UCI Under 23 and Juniors Nations' Cup, please consider the specific instructions detailed hereafter.

### MAIN ORGANISERS' OBLIGATIONS

#### 1. SENDING BID FILE BY 17 MAY 2013

The **new candidates** who wish to obtain the Nations' Cup label in 2014, must submit a candidature file to the UCI Sport and Technical Department through the National Federation for this purpose.

The following points must be mentioned in the bid file:

- Full contact details of the Organizer.
- References of the Organizer.
- Dates requested.
- Race schedule.
- Accessibility to the beginning of the race (motorway network, airport, stations...).
- Circuit
  - Map, profile, distance, length of the circuit, description of roads used, according to the UCI rules.
  - If the course is not defined yet, please inform the type of stages considered (stages of mountains, Time trial Stages), as well as the average distance desired.
- Media Plan, TV coverage.
- Installations available (for teams, press, public).
- Accommodation.
- Provisional budget.
- Attach a letter supporting the application.

This application request for the organization of a Nations' Cup round must be sent to the UCI **no later than by 17 May 2013. Only complete files which reach the UCI within the stipulated deadline will be taken into consideration.**

**This applies only for the new candidates. Organizers having already obtained the label in 2013 are not required to send a candidature file.**

#### 2. BID EXPENSES FOR THE NEW REQUESTS

We remind you that **the new candidates who will submit a file for a Nations' Cup shall pay a candidature fee of EUR 500.-**. This amount shall in particular cover the costs of the visits made by UCI representatives as well as the costs of evaluating and processing the bid. If the bid is postponed to another year, the costs shall not be paid again. They shall be retained in the event that the bid is rejected. The Organising Committee must cover accommodation and subsistence expenses of the UCI representative during the visit.

Only the files whose bid expenses are paid to the UCI will be considered.

**Upon payment, indicate the name of the race and UCI Nations' Cup.**

#### 3. SENDING OF THE REGISTRATION FORM

**Via the National Federation by 1 June.** The new candidates as well as the Organizers having already obtained the label in 2013 are required to send via the National Federation the registration form of his event no later than by 1<sup>st</sup> June.

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## CALENDAR

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If races from other continents than Europe bid, their dates will be determined on a case by case basis.

When making its choice, the UCI will take into consideration other stage races on the UCI calendar which will be held near the time in the same region, with the aim of reducing the expenses for teams.

Nevertheless, there must be at least one day between the UCI Nations' Cup race and the above-mentioned races.

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## ORGANISERS' RIGHTS

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→ All marketing and sponsorship rights for the title and format of the UCI Nations' Cup are the exclusive property of the UCI. The UCI grants the Organizer the marketing and sponsorship rights for its race, apart from the rights for the "presenting sponsor" for the for the UCI Nations' Cup series, which remain the property of the UCI.

→ The UCI is the exclusive owner of worldwide broadcasting rights in the widest sense of the term (including Without limitation radio, television, the internet, telephone, wireless and any and all existing or future multimedia rights) in and to the Event. The UCI will assign these rights to the Organiser.

→ Use of the UCI Nations' Cup label according to the UCI visual identity guidelines..

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## IDENTITY OF THE EVENT

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Respect of the visual guidelines of the UCI Nations' Cup on the infrastructures of the race: finish/start arch, podium, flash interview... The visual guidelines of the UCI Nations' Cup will be sent to the Organizers of the 2014 Nations' Cup. **The Organizer promises to respect the obligations mentioned if his race is selected for the 2014 UC Nations' Cup calendar.**

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## SEMINAR FOR ORGANISERS

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Each 2 years a seminar for Organizers of the UCI Road' Cup series is organised. Each Organizer is obliged to take part with at least one representative. This seminar deals in particular with the following subjects:

- Development of the UCI Nations' Cup circuit.
- Sport participation.
- Marketing and sponsorship.
- Technical organisation.
- Travel and accommodation of the Teams.
- Promotion, Medias.

**The next seminar will take place at the end of the year 2013.**

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## SERVICES PROVIDED BY THE UCI

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- UCI Nations' Cup label
- General co-ordination of the UCI Nations' Cup
- General press service
- Grant a distinctive emblem to riders from the leading nation of the UCI Nations' Cup
- Trophy for the first nation of the final ranking of the UCI Nations' Cup
- Award ceremony for end of season prizes
- Worldwide promotion of UCI Nations' Cup.
- Organiser's seminar

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## AWARDING PROCEDURE

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The Nations' Cup events are selected by the UCI Road Commission. Only a limited number of Organizers obtain the Nations' Cup label. The UCI Management Committee will proceed with the awarding of races at its meeting on the 25<sup>th</sup> and 26<sup>th</sup> September 2013. The UCI Nations' Cup label, however, will only be finally confirmed once the contract has been signed, which in particular includes the measures featured in the present document, agreed between the UCI and the Organizer.



# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## ROAD

### CHAMPIONSHIPS AND OTHER CALENDARS

## ROAD CONTINENTAL CHAMPIONSHIPS

### REGISTRATION FORM

For the **Continental Confederations**, a [blank registration form](#), specific for Road Continental Championships, is available for download under this link

## ROAD NATIONAL CHAMPIONSHIPS

### REGISTRATION FORM

For the **National Federations**, a [blank registration form](#), specific for Road National Championships, is available for download under this link.

**The Road National Championships are published in a separate calendar.**

## OTHER ROAD CALENDARS

In addition to the UCI International Calendar other calendars are recognized by the UCI but **do not deliver any UCI point**.

### REGIONAL GAMES

#### ■ SPECIFIC INSTRUCTIONS

A UCI international commissaire is appointed on the events included on the calendar of the regional games. These events are subject to the payment of a calendar fee.

#### ■ DEADLINE

National Federations who wish to register regional games with the UCI shall submit the specific registration form for the regional games to the UCI **no later than by 1<sup>st</sup> June**.

#### ■ REGISTRATION FORM REGIONAL GAMES ROAD

[Registration form](#) for the Regional Games : to fill in, sign and stamp and send it back to the UCI **no later than by 1<sup>st</sup> June**.

### CRITERIUMS

For Criteriums, please refer to **Part 2 chapter VII** of the UCI Regulations.

#### ■ SPECIFIC INSTRUCTIONS

This calendar is the responsibility of the federations and it is reserved for the events run on a circuit of less than 10 kms. **Organisers whose criterium is not included on this calendar may not invite riders from a team registered with UCI or allow them to ride.**

#### ■ DEADLINE

National Federations who wish to register their criteriums with the UCI shall fill in the list of their criteriums on the extranet of the National Federation no later than by **September 1<sup>st</sup>**.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

# TRACK



## INTERNATIONAL SPECIFIC INSTRUCTIONS FOR CALENDAR TRACK

### CLASSIFICATION

The class of the event determines the points awarded to the participants as per the scale stated in the UCI regulations (**Title 3, Chapter III**).

The events registered in the 2013-2014 calendar will be evaluated on the basis of the quality of the participation and organisation in order to determine the class in which they will be registered for the 2014-2015 season.

**Any event for which points counting for the UCI Track Individual Classification are awarded will need to respect the formats and/or minimal distances as stipulated in the UCI Regulations, failing which points will not be awarded.**

*For your information, please find hereafter three examples to illustrate how criteria are taken into account to classify an event:*

## CLASSE 1 EVENT

According to **Article 3.8.003** of the UCI regulations, such class event must fulfil the following criteria:

### ■ 5 PARTICIPATING NATIONS

The number of nations considered is the event among the programme in which the maximum of nations are represented. In terms of points granted to riders, any events in the programme where **at least 5 nations** are competing, riders will be awarded points according to the scale provided for a **class 1** event.

If some events in the programme have **only 4 nations** at the start, riders will be awarded points according to the scale provided for a **class 2** event.

If other events in the programme have **only 3 nations** at the start, riders will be awarded points according to the scale provided for a **class 3** event.

Finally, if some events in the programme have **between 1 to 2 nations at the start**, **no points will be awarded** to riders competing.

### ■ EVENTS FOR MEN ELITE

**plus 3 other categories** to be chosen from Women Elite, Men or Women U23, Men or Women Junior.

The requirement of events for **4 categories** to be organised within the competition's programme take into account all events organised, **even those with one country represented at the start**.

### ■ 5 COMPETITIONS MINIMUM

*(event part of the World Championships programme in one category).*

The requirement of competitions take into account any event's type represented at the World Championships, regardless of the number of nations at the start of those events.

#### *Example of possible minimum programme for a class 1 event*

MEN ELITE                      Points race (8 nations at the start)  
→ eligible for class 1 points

.....  
WOMEN ELITE                      Sprint (3 nations at the start)  
→ eligible for class 3 points

.....  
WOMEN JUNIOR                      Scratch (2 nations at the start)  
→ not eligible for points

.....  
MEN U23                              Madison (4 nations at the start)  
→ eligible for class 2 points

.....  
MEN ELITE                              Scratch (5 nations at the start)  
→ eligible for class 1 points

With 4 categories, a maximum of 8 nations in one event and 5 competitions, such event would be classified in class 1.

### CLASSE 2 EVENT

According to **Article 3.8.003** of the UCI regulations, such class event must fulfil the following criteria:

#### ■ 4 PARTICIPATING NATIONS

The number of nations considered is the event among the programme in which the maximum of nations are represented. In terms of points granted to riders, any events in the programme where **at least 4 nations** are competing, riders will be awarded points according to the scale provided for a **class 2** event.

If some events in the programme have **only 3 nations** at the start, riders will be awarded points according to the scale provided for a **class 3** event.

Finally, if some events in the programme have **between 1 to 2 nations at the start**, **no points will be awarded** to riders competing.

#### ■ EVENTS FOR MEN ELITE

**plus 2 other categories** to be chosen from Men or Women U23, Men or Women Juniors. The requirement of events for **3 categories** to be organised within the competition's programme take into account all events organised, **even those with one country represented at the start**.

#### ■ 3 COMPETITIONS MINIMUM

*(event part of the World Championships programme in one category).*

The requirement of competitions take into account any event's type represented at the World Championships, regardless of the number of nations at the start of those events.

#### *Example of possible minimum programme for a class 2 event*

MEN ELITE	Sprint (7 nations at the start) → eligible for class 2 points (even with 7 nations represented, the registered class of the event determines the maximum applicable points scale).
MEN JUNIOR	Scratch (1 nation at the start) → not eligible for points
MEN ELITE	Keirin (3 nations at the start) → eligible for class 3 points
MEN U23	Sprint (1 nation at the start) → not eligible for points

With 3 categories, a maximum of 7 nations in one event and 3 competitions, such event would be classified in class 2.

An additional competition such as Women Elite Sprint, even with only one nation represented at the start, would enable that event to be promoted in class 1

### CLASSE 3 EVENT

According to **Article 3.8.003** of the UCI regulations, such class event must fulfil the following criteria:

#### ■ 3 PARTICIPATING NATIONS

The number of nations considered is the event among the programme in which the maximum of nations are represented.

In terms of points granted to riders, any events in the programme where **at least 3 nations** are competing, riders will be awarded points according to the scale provided for a **class 3** event.

If some events in the programme have **between 1 to 2 nations** at the start, **no points will be awarded** to riders competing

#### ■ EVENTS FOR MEN ELITE

**plus 1 other category** to be chosen from Men or Women U23, Men or Women Juniors. The requirement of events for **2 categories** to be organised within the competition's programme take into account all events organised, **even those with one country represented at the start.**

#### ■ 2 COMPETITIONS MINIMUM

*(event part of the World Championships programme in one category).*

The requirement of competitions take into account any event's type represented at the World Championships, regardless of the number of nations at the start of those events.

#### *Example of possible minimum programme for a class 3 event*

MEN ELITE	Keirin (4 nations at the start) → eligible for class 3 points (even with 4 nations represented, the registered class of the event determines the maximum applicable points scale).
WOMEN ELITE	Sprint (2 nations at the start) → not eligible for points

With 2 categories, a maximum of 4 nations in one event and 2 competitions, such event would be classified in class 3.

An additional event such as a Points race for Men U23, even with only one nation represented at the start, would enable that event to be promoted in class 2.

### OTHERS ITEMS

#### REGIONAL GAMES

A UCI international commissaire is appointed on the events included on the calendar of the regional games. These events are subject to the payment of a calendar fee.

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## SPECIFIC INSTRUCTIONS FOR UCI TRACK CYCLING WORLD CUP

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It is a specific procedure established by the UCI Marketing & Events Department. Therefore, in case of interest for the organisation of one leg of the UCI Track Cycling World Cup, please ask the procedure through the following e-mail address:

[candidature@uci.ch](mailto:candidature@uci.ch)

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## HOW MUCH DOES IT COST FOR THE TRACK?

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### FINANCIAL OBLIGATIONS

Please find a hyperlink to the [Track Financial Obligations](#) for next year with the amounts regarding calendar fees and prize money:

### DATES: DRAFT CALENDAR TRACK

You can find a [draft calendar](#) by clicking on this link. This is a project established by the Track Commission.

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## REGISTRATION FORMS TRACK

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### EXISTING EVENTS IN 2013-2014

The Organiser receives for each of their events a pre-filled form by PDF file with specific information about the event as it appears on the draft calendar.

### NEW EVENTS

For registration of **new events**, extra forms can be obtained from the National Federation.

For the National Federations, a [blank registration form](#), identical for all the Track Events, is available for download under this link, to be used **exclusively for the registration of new events**:

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## CONTINENTAL CHAMPIONSHIPS

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### REGISTRATION FORM

For the **Continental Confederations**, a [blank registration form](#), specific for Track Continental Championships, is available for download under this link:

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## NATIONAL CHAMPIONSHIPS

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### REGISTRATION FORM

For the **National Federations**, a [blank registration form](#), specific for National Track Championships, is available for download under this link:

**The National Track Championships are published in a separate calendar.**



# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## MOUNTAIN BIKE



### SPECIFIC INSTRUCTIONS FOR MOUNTAIN BIKE INTERNATIONAL CALENDAR

#### CALENDAR

As stated in **Article 4.1.011**

International mountain bike races are registered on the international calendar in accordance with the following classification:

- Olympic Games (OG)
- world championships (CM)
  - No other international mountain bike event of the same speciality may be organised during the world championships.
- world cup (WC)
  - No Hors Class or Class 1 event of the same speciality may be organised on the same continent on the same day as a world cup event.
- the continental championships (CC) in a speciality may not be organised during a world cup event in the same speciality.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## MOUNTAIN BIKE

- masters world championships (CMM)
- continental championships (CC)
  - No Hors Class or Class 1 event of the same speciality may be organised on the same continent during the continental championships.
- stage races
  - Hors Class (SHC)
  - Class 1 (S1)
  - Class 2 (S2)

No stage race may be organised during the Olympic Games, world championships or world cup events.
- one-day races
  - Hors Class (HC)
  - Class 1 (C1)
  - Class 2 (C2)
  - Class 3 (C3)
- National championships (CN) (on a separate calendar)
- UCI MTB Marathon Series races

### FORMAT OF THE EVENT:

As stated in **Article 4.1.001**: the mountain bike discipline includes the following events comprising the specialties listed below:

- Cross-country Olympic: XCO
- Cross-country eliminator: XCE
- Cross-country stage race: XCS
- Cross-country marathon: XCM (UCI MTB Marathon Series)
- I → individual downhill: DHI
- Four Cross: 4X

An event can include different formats (XCO/DHI/4X). All categories of one format must be registered in the same class (for example: all XCO categories in Class 1 and all DHI categories in Class 2).

### STAGE RACE EVENT:

A detailed technical guide for each stage race event must be presented to UCI during the calendar registration process (**Article 4.1.011**). You can find the template of [the technical guide](#) by clicking on this link. Specifications on stage race event can be found under **Articles 4.2.066 to 4.2.080**.

### HORS CLASS EVENT:

A detailed technical guide for each HC event must be presented to UCI during the calendar registration process (**Article 4.1.011**). You can find the template of [the technical guide](#) by clicking on this link. Hors Class events will only be given "Hors Class" status if the previous season's race had 30 foreign Elite riders starting, representing at least 15 different nationalities based on the Elite participation only (**Article 4.1.011**).

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## MOUNTAIN BIKE

### NEW EVENT:

A new event may only be given Class 2 or 3 status in its first year. A detailed technical guide for each new event must be presented to UCI during the calendar registration process (**Article 4.1.011**). You can find the template of [the technical guide](#) by clicking on this link.

### RACE CATEGORY OF THE EVENT:

#### ■ CROSS-COUNTRY OLYMPIC - "UNDER 23" CATEGORY:

If an organizer ticks on the registration form the "Under 23" category (Men & Women), make sure that the organizer really intends to organize a separate "Under 23" event with specific points scale and prize money.

#### ■ DOWNHILL EVENTS

On the international calendar are open to all riders aged 17 or over as per **Article 4.1.006**.

### CROSS-COUNTRY OLYMPIC

#### ■ CUPS / SERIES

A written authorisation must be requested from the UCI for the organisation of "Cups/ Series" as per **Article 1.2.026** of the UCI Regulations.

A MTB "Cup/Series" will be comprised of no more than eight rounds.

### CROSS-COUNTRY ELIMINATOR

An XCE event can be registered only when organising a XCO event on the UCI MTB international calendar. The class of the event will be XCE. XCE events are open to all riders aged 17 or over. The UCI points for an XCE event will be awarded as per a Class 1 XCO event for the under 23 category. The fee for registering an XCE event on the UCI MTB International Calendar will be the amount of an additional day as per the UCI Financial Obligations (Europe 1 – 190 Euro). Prize money will be determined by the organiser. A cross-country eliminator (XCE) event is a one-day competition and must take place over 1 day only.

### CROSS-COUNTRY MARATHON

Marathon events can be registered in two ways:

- Either as a race being part of the UCI MTB Marathon Series.
- Either on the Cycling for All Calendar.

A detailed technical guide for each UCI MTB Marathon Series event must be presented to UCI during the calendar registration process (**Article 4.1.011**). You can find the template of [the technical guide](#) by clicking on this link. Specifications on UCI MTB Marathon Series can be found under **Articles 4.6.001 to 4.6.010**.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## MOUNTAIN BIKE

### OTHER ITEMS

#### ■ UCI ELITE MTB TEAMS:

Race entry fees for events on the international calendar are waived for any rider belonging to a UCI ELITE MTB team (**Article 4.1.011**). This applies only to the discipline in which the team has ELITE status and does not apply to stage races.

#### ■ UCI ELITE MTB TEAMS

can be found on the UCI website:

[www.uci.ch](http://www.uci.ch)

## SPECIFIC INSTRUCTIONS FOR MOUNTAIN BIKE WORLD CUP

It is a specific procedure established by the Marketing & Events Department. Therefore, in case of interest for the organisation of one leg of the UCI MTB World Cup, please ask the procedure at the following e-mail address: [candidature@uci.ch](mailto:candidature@uci.ch). The UCI MTB World Cup Calendar will publish after the UCI Management Committee meeting in June.

### DATES: MAJOR MOUNTAIN BIKE EVENTS PRE-CALENDAR

You can find the **major MTB events pre-calendar** by clicking on this link. The major MTB events pre-calendar must be respected in order to avoid any non-tolerated date clashes according to **Article 4.1.011** of the UCI Regulations.

## HOW MUCH DOES IT COST FOR MOUNTAIN BIKE?

### FINANCIAL OBLIGATIONS

All events registered on the international calendar must respect the UCI financial obligations (in particular calendar fee, prize money) approved by the UCI management committee and published on the UCI website (**Article 4.1.011**). Please find a hyperlink to the [MTB Financial Obligations](#) for next year with the amounts regarding calendar fees and prize money.

In the case of events including different classes, the calendar fee will be calculated on the highest class.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

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## REGISTRATION FORMS MOUNTAIN BIKE

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### EXISTING EVENTS IN 2013

The organiser receives for each of their events a pre-filled form by PDF file with specific information about the event.

### NEW EVENTS

For registration of **new events**, extra forms can be obtained from the National Federation. For the National Federations, a blank registration form, identical for all the MTB Events, is available for download under this link, to be used **exclusively for the registration of new events**:

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## MOUNTAIN BIKE CONTINENTAL CHAMPIONSHIPS

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### REGISTRATION FORM

For the **Continental Confederations**, a [blank registration form](#), specific for MTB Continental Championships, is available for download under this link. **Registration deadline: June 1<sup>st</sup>.**

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## MOUNTAIN BIKE NATIONAL CHAMPIONSHIPS

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### REGISTRATION FORM

For the **National Federations**, a [blank registration form](#), specific for MTB National Championships, is available for download under this link.

The date, the venue, the format and the categories of your National Championships must be confirmed to the UCI via the National Championship registration form in order to obtain the UCI points.

The MTB National Championships mandatory date is mentioned in the Major MTB Events Pre-Calendar.

The UCI can exceptionally grant derogation from this date.

**The MTB National Championships are published in a separate calendar.**

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## CYCLO-CROSS



### SPECIFIC INSTRUCTIONS FOR CYCLO-CROSS INTERNATIONAL CALENDAR

#### CALENDAR

As per **Articles 5.1.004 to 5.1.005:**

International cyclo-cross races are registered on the international calendar in accordance with the following classification:

- UCI world championships: (CM)  
No other international Cyclo-cross event may be organised during the world championships.
- UCI cyclo-cross world cup (WC)  
No class 1 event may be held on the same day as a UCI world cup event.  
No class 1 event may be held on the day before or the day after a UCI world cup event without UCI's previous approval.  
No class 2 event may be held on the same day as a UCI world cup event in the same country.
- world masters championships (WMC)

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## CYCLO-CROSS

- continental championships (CC)
- class 1 events (C1)
  - No class 2 event may be held on the same day as a class 1 event in the same country (for Europe) or in the same cycling-defined region (for USA).
- class 2 events (C2)
- class 1 women events (C1W)
- class 2 women events (C2W)
- events in the class men under 23 (CMU)
- events in the class men juniors (CMJ)

### NEWS EVENTS

A new event may only be given Class 2 status in its first year. A detailed technical guide for each new event must be presented to UCI during the calendar registration process. You can find the template of the [technical guide](#) by clicking on this link.

### CLASS 1 EVENT

For an event registered in class 1 the organizer must also organize a class 1 women event (**Article 5.1.004**). It's not possible to mix classes of events meaning that Men and Women categories must be registered as class 1 event. An event will only given class 1 status if the previous season's race had at least 10 foreign starters, representing at least 5 different nationalities. The double pit area is compulsory for UCI events in class 1 (**Article 5.1.028**).

### RACE CATEGORY OF THE EVENT

For each registration of a Men Elite event, you have the possibility to register at the same date without additional registration fees the following categories:

- Women (apart for class 1 mandatory),
- Men Under 23,
- Men junior.

We request that you clearly mention the categories you will organize during your event. **Only the registered categories will obtain UCI points.**

### CUPS / SERIES

A written authorisation must be requested from the UCI for the organisation of "Cups/ Series" as per **Article 1.2.026** of the UCI Regulations.

A Cyclo-cross "Cup/Series" will be comprised of **no more than eight rounds**.

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## SPECIFIC INSTRUCTIONS FOR CYCLO-CROSS WORLD CUP

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It is a specific procedure established by the Marketing & Events Department. Therefore, in case of interest for the organisation of one leg of the UCI Cyclo-cross World Cup, please ask the procedure at the following e-mail address: [candidature@uci.ch](mailto:candidature@uci.ch)  
The UCI Cyclo-cross World Cup Calendar will publish after the UCI Management Committee meeting in January.

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### DATES: MAJOR CYCLO-CROSS EVENTS PRE-CALENDAR

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You can find the major Cyclo-cross events pre-calendar by clicking on this link. The major Cyclo-cross events [pre-calendar](#) must be respected in order to avoid any non-tolerated date clashes according to **Article 5.1.005** of the UCI Regulations.

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## HOW MUCH DOES IT COST FOR CYCLO-CROSS?

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### FINANCIAL OBLIGATIONS

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Please find a hyperlink to the Cyclo-cross [Financial Obligations](#) for next year with the amounts regarding calendar fees and prize money:

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## REGISTRATION FORMS CYCLO-CROSS

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### EXISTING EVENTS IN 2013-2014

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The organiser receives for each of their events a pre-filled form by PDF file with specific information about the event.

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### NEW EVENTS

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For registration of **new events**, extra forms can be obtained from the National Federation. For the National Federations, a [blank registration form](#), identical for all the Cyclo-cross Events, is available for download under this link, to be used **exclusively for the registration of new events**.

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## CYCLO-CROSS CONTINENTAL CHAMPIONSHIPS

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### REGISTRATION FORM

For the **Continental Confederations**, a [blank registration form](#), specific for Cyclo-cross Continental Championships, is available for download under this link. **Registration deadline: December 15<sup>th</sup>.**

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## CYCLO-CROSS NATIONAL CHAMPIONSHIPS

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### REGISTRATION FORM

For the **National Federations**, a [blank registration form](#), specific for Cyclo-cross National Championships, is available for download under this link.

The date, the venue and the categories of your National Championships must be confirmed to the UCI via the National Championship registration form in order to obtain the UCI points.

The Cyclo-cross National Championships mandatory date is mentioned in the Major Cyclo-cross Events Pre-Calendar.

The UCI can exceptionally grant derogation from this date.

**The Cyclo-cross National Championships are published in a separate calendar.**





## SPECIFIC INSTRUCTIONS FOR BMX INTERNATIONAL CALENDAR

### CALENDAR

As stated in **Article 6.1.008:**

International BMX events are registered on the international calendar in accordance with the following classification:

- Olympic Games (OG)
- World championships (CM)
  - No other international BMX event may be organized on the same dates as the world championships. No continental championships or C1 event may be organized on the weekend prior to the world championships.
- BMX supercross world cup (CDM)
  - No other international BMX event may be organized on the same dates as the BMX supercross world cup.
- Continental championships (CC)
  - No other C1 or CN on the same continent during the continental championships date may be organized.
- International competition class 1 (C1) .
  - During C1, no CN events may be organised on the same date as the C1 event on the same continent.
- National championships (CN) (*on a separate calendar*)

#### TECHNICAL GUIDE:

A detailed technical guide for each event must be presented to UCI during the calendar registration process as per the **Article 1.2.009**. Note that an event will not be registered on the UCI BMX Calendar and considered as not complete if we haven't received the Technical Guide of the event. You can find the template of [the technical guide](#) by clicking on this link.

#### SPECIFIC INSTRUCTIONS FOR BMX SUPERCROSS WORLD CUP

It is a specific procedure established by the Marketing & Events Department. Therefore, in case of interest for the organisation of one leg of the UCI BMX Supercross World Cup, please ask the procedure at the following e-mail address: [candidature@uci.ch](mailto:candidature@uci.ch). The UCI BMX Supercross World Cup Calendar will publish after the UCI Management Committee meeting in June.

#### DATES: MAJOR BMX EVENTS PRE-CALENDAR

You can find the major BMX events [pre-calendar](#) by clicking on this link. The major BMX events pre-calendar must be respected in order to avoid any non-tolerated date clashes according to **Article 6.1.008** of the UCI Regulations.

#### HOW MUCH DOES IT COST FOR BMX?

##### FINANCIAL OBLIGATIONS

All events registered on the international calendar must respect the UCI financial obligations (in particular calendar fee, prize money) approved by the UCI management committee and published on the UCI website. Please find a hyperlink to [the BMX Financial Obligations](#) for next year with the amounts regarding calendar fees and prize money.

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## REGISTRATION FORMS BMX

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### INTERNATIONAL COMPETITION (C1)

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For the organisers of **International Competitions**, a [blank registration form](#), specific for BMX International Competition, is available for download under this link.

For the **National Federations**, a [blank registration form](#), identical for all the BMX Events, is available for download under this link.

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## BMX CONTINENTAL CHAMPIONSHIPS

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### REGISTRATION FORM

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For the **Continental Confederations**, a [blank registration form](#), specific for BMX Continental Championships, is available for download under this link.

**Registration deadline: June 1<sup>st</sup>.**

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## BMX NATIONAL CHAMPIONSHIPS

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### REGISTRATION FORM

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For the **National Federations**, a [blank registration form](#), specific for BMX National Championships, is available for download under this link.

**The date, the venue, the format and the categories** of your BMX National Championships must be confirmed to the UCI via the BMX National Championship registration form in order to obtain the UCI points.

The BMX National Championships mandatory date is mentioned in the Major BMX Events [pre-calendar](#). The UCI can exceptionally grant derogation from this date.

**The BMX National Championships are published in a separate calendar**

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## TRIALS



### SPECIFIC INSTRUCTIONS FOR TRIALS INTERNATIONAL CALENDAR

#### CALENDAR

As stated in **Article 7.1.003**:

International Trials events are registered on the international calendar in accordance with the following classification:

- World championships (CM)  
No other trials event (CDM, CC, C1, HC, JMJ and CN) may be organized on the weekend prior to or on the same dates as the world championships.
- World cup (CDM)  
No other trials (CM, CC, C1, HC, JMJ and CN) event may be organized on the same dates as the world cup.
- Continental championships (CC)  
No other trials event (CM, CDM, C1, HC, JMJ and CN) may be organized on the same dates as the continental championships.
- International event (C1)  
No other trials event (CM, CDM, CC, HC, JMJ and CN) may be organized on the same dates as the C1 international event.
- International event (HC)  
No other trials event (CM, CDM, CC, JMJ, C1 and CN) may be organized on the same dates as the HC international event.

- World youth games (JMJ)  
No other trials event (CM, CDM, CC, C1, HC and CN) may be organized on the same dates as the trials world youth games.
- National championships (CN) (on a separate calendar)  
No other trials event (CM, CDM, CC, C1, HC and JMJ) may be organized on the same dates as the national championships.

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## SPECIFIC INSTRUCTIONS FOR TRIALS WORLD CUP

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It is a specific procedure established by the Marketing & Events Department. Therefore, in case of interest for the organisation of one leg of the UCI Trials World Cup, please ask the procedure at the following e-mail address: [candidature@uci.ch](mailto:candidature@uci.ch). The UCI Trials World Cup Calendar will publish after the UCI Management Committee meeting in June.

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### DATES: MAJOR TRIALS EVENTS PRE-CALENDAR

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You can find the major Trials events [pre-calendar](#) by clicking on this link. The major Trials events pre-calendar must be respected in order to avoid any non-tolerated date clashes according to **Article 7.1.003** of the UCI Regulations.

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## HOW MUCH DOES IT COST FOR TRIALS?

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### FINANCIAL OBLIGATIONS

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All events registered on the international calendar must respect the UCI financial obligations (in particular calendar fee, prize money) approved by the UCI management committee and published on the UCI website. Please find a hyperlink to [the Trials Financial Obligations](#) for next year with the amounts regarding calendar fees and prize money.

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## REGISTRATION FORMS TRIALS

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### INTERNATIONAL COMPETITIONS (C1 + HC)

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For the organisers of **International Competitions**, a [blank registration form](#), specific for BMX International Competitions, is available for download under this link.

For the **National Federations**, a [blank registration form](#), identical for all the Trials Events, is available for download under this link.

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## TRIALS CONTINENTAL CHAMPIONSHIPS

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### REGISTRATION FORM

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For the **Continental Confederations**, a [blank registration form](#), specific for Trials Continental Championships, is available for download under this link.

**Registration deadline: June 1st.**

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## TRIALS NATIONAL CHAMPIONSHIPS

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### REGISTRATION FORM

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For the **National Federations**, a [blank registration form](#), specific for Trials National Championships, is available for download under this link.

**The date, the venue, the format and the categories** of your Trials National Championships must be confirmed to the UCI via the Trials National Championship registration form in order to obtain the UCI points.

The Trials National Championships **mandatory date** is mentioned in the Major Trials Events [pre-calendar](#). The UCI can exceptionally grant derogation from this date.

**The Trials National Championships are published in a separate calendar.**

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## INDOOR CYCLING



### SPECIFIC INSTRUCTIONS FOR INTERNATIONAL CALENDAR **INDOOR CYCLING – CYCLE BALL AND ARTISTIC CYCLING**

During the specific meeting of the UCI International Calendar – Indoor Cycling – held mid-May, the National Federations are asked to submit, beforehand, their dates proposals which are then considered during this common meeting.

The National Federations must then fill the appropriate form and submit the dates of the National Championships - CN in 1<sup>st</sup> division, international competitions, Continental Championships - CC (for Asia only) and any other A and B events.

All forms must be submitted, **before 1<sup>st</sup> July 2013**, to: [sport.technical@uci.ch](mailto:sport.technical@uci.ch)

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## INDOOR CYCLING

For the A and B events, please refer to the following articles of the UCI regulation:

### CYCLE-BALL

#### 8.4.001 Category A events

- minimum of 4 participating nations;
- minimum of 8 participating teams;
- one president, UCI international commissaire;
- two UCI or national commissaires from two different countries;
- results list signed by the president of commissaires' panel to be sent to the UCI within 48 hours, at the Organiser's expense (stamped envelope handed to the president, or sent by fax or e-mail).

*Note:* Any Organiser who, when registering his event, asks to be put in Category A and is unable to fulfil all the requirements, will not be able to register any Category A events for the following two years. However, in order not to penalise the competitors, category A points will be awarded (**Article introduced on 1.01.05**).

#### 8.4.002 Category B events

- minimum of 2 participating nations;
- minimum of 5 participating teams;
- one president, UCI international or national commissaire;
- one UCI or national commissaire;
- results list signed by president of commissaires' panel to be sent to the UCI within 4 days, at the Organisers' expense (stamped envelope handed to the president, or sent by fax or e-mail).

*Note:* If the Organiser is unable to secure the participation of two nations, no UCI ranking points will be awarded (**Article introduced on 1.01.05**).

### ARTISTIC CYCLING

#### ■ CATEGORY A EVENTS

- minimum of 4 participating nations;
- minimum of 8 participants for individual disciplines;
- minimum of 4 participants for pairs disciplines;
- one president, UCI international commissaire;
- minimum of 4 UCI or national commissaires from two different countries
- results list signed by the president of commissaires' panel to be sent to the UCI within 48 hours, at the Organiser's expense (stamped envelope handed to the president, or sent by fax or e-mail.)

*Note:* Any Organiser who, when registering his event, asks to be put in Category A and is unable to fulfil all requirements, will not be able to register any Category A events for the following two years. However, in order not to penalise the competitors, category A points will be awarded (**Article introduced on 1.01.05**).

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## INDOOR CYCLING

### ■ CATEGORY B EVENTS

- minimum of 2 participating nations;
- minimum of 5 participants for individual disciplines;
- minimum of 3 participants for pairs disciplines (in the event that this requirement is not met in one discipline, a single ranking will be published (men and women) and points will be awarded according to this ranking;
- one president, UCI international or national commissaire ;
- minimum of 2 UCI or national commissaires ;
- results list signed by president of commissaires' panel to be sent to the UCI within 4 days, at the Organiser's expense (stamped envelope handed to the president, or sent by fax or e-mail).

*Note:* If the Organiser is unable to secure the participation of two nations no UCI ranking points will be awarded (**Article introduced on 1.01.05**).

**We allow us to draw your attention to the fact that if your event not be included on the UCI calendar, athletes taking part in it will not be granted any UCI points.**

## HOW MUCH DOES IT COST FOR INDOOR CYCLING?

### FINANCIAL OBLIGATIONS

Please find a hyperlink to the [Indoor cycling Financial Obligations](#) for next year with the amounts regarding prize money.

### DATES: DRAFT CALENDAR INDOOR CYCLING

You can find a [draft calendar](#) by clicking on this link. This is a project established by the Indoor Cycling Commission.

## REGISTRATION FORMS INDOOR CYCLING

### EXISTING EVENTS IN 2013

The Organiser receives for each of their events a pre-filled form by PDF file with specific information about the event as it appears on the draft calendar

### NEW EVENTS

For registration of **new events**, extra forms can be obtained from the National Federation.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## INDOOR CYCLING

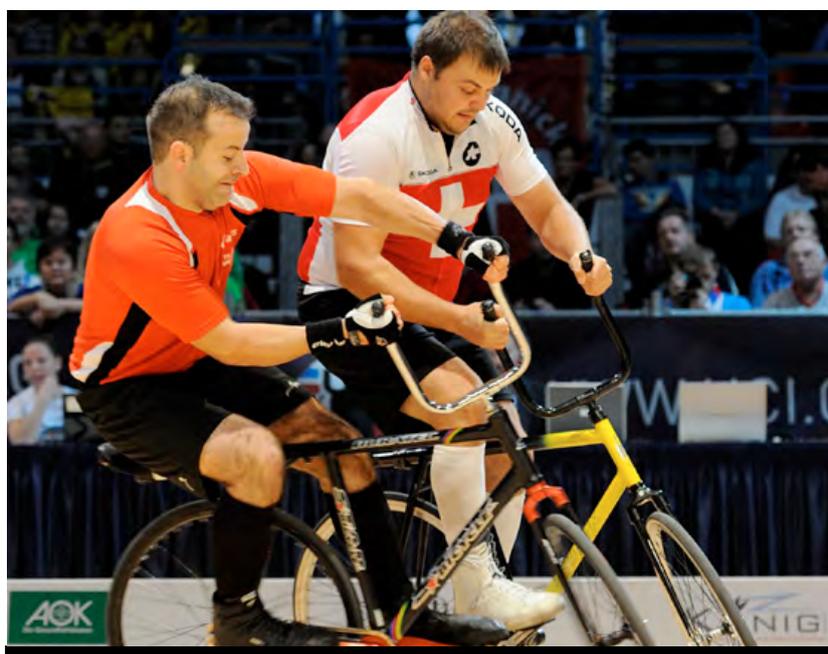
For the National Federations, a [blank registration form](#), identical for all the Indoor cycling events, is available for download under this link, to be used **exclusively for the registration of new events**.

### INDOOR CYCLING: CYCLE BALL WORLD CUP

For the potential Organizers of UCI Cycle Ball World Cup (CDM) competitions, we kindly ask you to send your candidature letter to: [candidature@uci.ch](mailto:candidature@uci.ch). We will then inform you on the documents and the procedure to follow.

**Overview - UCI Cycle Ball World Cup (subject to modifications).** The 2014 UCI Cycle Ball World Cup consists of 9 legs (including the Final) which are organised on the following dates and which will appear in the International Calendar:

DATES	VENUE
April 5 <sup>th</sup>	 Kostheim
May	TBC
June 28 <sup>th</sup>	 Krofdorf
August	 Oita
August	 Mosnang
September 13 <sup>th</sup>	 Oftringen
October 11 <sup>th</sup>	 St. Gallen
October 25 <sup>th</sup>	 Höchst
<b>FINAL</b>	
December 6 <sup>th</sup>	 Grosskoschen



# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING



### HOW MUCH DOES IT COST FOR PARA-CYCLING?

#### FINANCIAL OBLIGATIONS

Please find a hyperlink to the [Paracycling Financial Obligations](#) for next year with the amounts regarding calendar fees.

### REGISTRATION FORMS PARA-CYCLING

#### EXISTING EVENTS IN 2013

The Organiser receives for each of their events a pre-filled form by PDF file with specific information about the event.

#### NEW EVENTS

For registration of **new events**, extra forms can be obtained from the National Federation.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

For the **National Federations**, a [blank registration form](#), identical for all the Paracycling events, is available for download under this link, to be used exclusively for the registration of new events.

### UCI PARA-CYCLING ROAD **WORLD CUP**

#### BIDDING

##### 1. BID FILE INTRODUCTION

The International Cycling Union (UCI) has made this document in order to facilitate the management and the organization of the UCI Para-cycling Road World Cup, to spare time and efforts and also so that the concerned collaborators for the preparation of a candidature relating to the organization of a Para-cycling Road World Cup leg can find the most information in one file.

Any introductory notes that are appropriate as well as any other supporting letters and documentation from public / tourism / city authorities should be supplied.

**A letter of introduction on a letterhead from the Host National Cycling Federation is compulsory.**

##### 2. CHOICE OF DATE & EVENT

The UCI Para-cycling Road World Cup comprises a maximum of 4 rounds, organized on the following possible dates, fixed in advance by the UCI, protected in the International UCI Calendar, subject to changes and already partly granted.

Date	Discipline
18 <sup>th</sup> or 19 <sup>th</sup> week of the year	UCI World Cup Asia-Oceania-Africa
21 <sup>st</sup> or 22 <sup>th</sup> week of the year	UCI World Cup Europe
23 <sup>th</sup> or 24 <sup>th</sup> week of the year	UCI World Cup Europe
27 <sup>th</sup> or 28 <sup>th</sup> week of the year or the week before the Road World Championships	UCI World Cup Nord American

When making its choice, the UCI will take into consideration, besides the technical qualities of the bids, the geographical distribution and location, with the aim of reducing the travel expenses for riders.

### 3. ORGANISATION FEE

The amount of 9'000 must be paid to the UCI for the organisation rights of a UCI Para-cycling Road World Cup round. The expenses are fixed at 75€ maximum by accredited inscription (athlete and staff team). The UCI will charge an amount of 10€ for each accredited person.

### 4. MARKETING RIGHTS

The UCI is the sole and exclusive owner of all marketing rights in and to the UCI Para-cycling Road World Cup. Nevertheless, the UCI grants the Organizer an average of 80% of the marketing rights, depending on location (*see enclosure 1*). The UCI reserves 20% of the marketing rights for the UCI sponsors.

#### ■ UCI SPONSORS AND PRODUCT CATEGORIES

The Title and presenting sponsors rights for the UCI Para-cycling World Cup will be exclusively reserved for UCI sponsors. Furthermore, the UCI can also bring in other sponsors for this World Cup. All UCI sponsors for the UCI Para-cycling World Cup will be granted the exclusivity in their product category. The UCI will confirm as soon as possible any new sponsors (Title, Presenting and other Sponsors). The UCI reserves the following product categories exclusively for the UCI sponsors:

- Transport and Logistics Management
- Cycling clothes

→ The Organizer is free to negotiate with sponsors in other product categories, provided that the exclusive rights of the UCI Sponsors are scrupulously protected.

→ The Organizer agrees not to enter into any partnership with any tobacco manufacturer, companies producing pornographic products or companies of sport bet.

#### ■ SPONSORS HIERARCHY

There is a clear sponsors/commercial partner hierarchy which will exist for the event:

- Title sponsor = TBC (UCI)
- Presenting Sponsor = TBC (UCI)
- The host venue. It is defined as follow: the town, region, resort or tourism are reserved exclusively for the Organizer
- Any other Local Organizing Committee sponsors and UCI sponsors

This hierarchy must be observed in every aspect of the event.

### 5. UCI POINTS

The UCI World Cup events are highly granted with UCI points (*enclosure 2*) for the UCI Para-cycling ranking.

### 6. TELEVISION

In the event a TV production will be done, this will also be made available to the UCI which may use these images on a non-exclusive base. For avoidance of doubt, this does include Internet, DVD, 2 and 3 G, Telecom, Giant Screen, and any and all multimedia rights) in and to the World Cup and the Competition.

It is not mandatory to offer TV Coverage during the Para-cycling Road World Cup rounds, although it will give more points in the evaluation of a candidacy if an Organizer can provide some kind of interesting coverage.

### 7. RESPONSIBILITIES OF THE UCI

- UCI Para-cycling Road World Cup Label;
- General coordination of the Series;

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

- General press service, including Internet service (results and resume on the UCI Website);
- Practical Organisation Guide;
- One timing supervisor/expert for each round;
- Visual Guidelines (start & finish infrastructure details, backdrop for the podium, dimensions for the poster, etc.);
- Appointment and payment of a technical delegate, an two (2) UCI international commissaires, an tree (3) UCI international classifiers and doping control officer (daily allowances & travel expenses);
- Online registration;
- Attribution of the leader jersey, on the provisional general classification of the World cup after each round and of the trophy on the final general classification. This in each sporting class, men and women (individual);
- Implementation of the UCI sponsors.

### 8. RESPONSIBILITIES OF THE OC

- Respect of the UCI rules and of UCI World Cup Organisation Guide & Visual Guidelines, on terms and conditions specified in the contract;
- Timing services (company, staff and equipment);
- Promotion of the event;
- Infrastructures for the organisation and the holding of the event;
- VIP area and activities;
- Lodging for UCI representatives (up to 60 nights);
- Anti-Doping related costs;
- Ground transportation for all UCI Staff;
- Adequate insurance coverage;
- Athlete's identification (bike plates, body numbers, etc.);
- Accreditation services.

### 9. FINANCE

The provisional budget should be submitted as per the example below together with all necessary additional financial information such as:

- Copies of supporting letter(s) from the public authorities / government / city;
- Any other financial proof that your event will be financially viable.

*Budget type (see enclosure 3)*

### 10. GENERAL INFORMATION

#### ■ LOCATION & TRANSPORTATION

A description of approximately 200 words of the location of the event site is required. In addition to this description, a large scale map showing the course location (2 propositions), with details of access to and from main roads, main (and closest) airports, and regional airports should also be included. Travel times to major towns in the area and transportation options are also required. Information about car rental, official airline (if applicable) and any special deals available to participating teams and riders is required.

#### ■ ACCOMMODATION

Details of the proposed Official Hotel and its distance from the start and finish area are required, together with information about the capacity of accommodation within the area (including the number of wheelchair accessible rooms) as well as the range of prices for a two stars hotel to a four stars hotel.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

If the service is available, the contact details of a central accommodation booking system / agency is required.

### 11. TECHNICAL INFORMATION

#### ■ SCHEDULE

**The schedule for the World Cup races is provided by the UCI** (*see enclosure 4 as an example*). If any additional side events apart from the propose schedule are planned, an indication of these should be supplied.

#### ■ COURSE(S)

A description of each of the courses (Road race and Time trial) is required.

These descriptions should also include:

- Large map of the two possible options;
- Distance and profile of the both circuit;
- A diagrammatic plan of the start finish area showing the lap scoring and timing point, catering facilities, car parking areas and team tents;
- First aid points or/and danger spots;
- Proposed feedzones;
- Spectator area and access points;
- Description of any particularity.

### 12. MISCELLANEOUS

Any other information that could be relevant to the bid should also be included.

### 13. PLANNING & STEPS FOR YOUR CANDIDATURE FILE

<i>July 11<sup>st</sup></i>	Deadline for the reception of the bid files.
<i>August</i>	Evaluations, site visits (technical & logistic aspects) if necessary, request for further information, commission decision.
<i>September</i>	Publication of the UCI Para-cycling Road World Cup Calendar after agreement of the UCI Management Committee.

If you need further information to realize your bid file, do not hesitate to contact the UCI Para-cycling coordinator. We will be glad to help you during this adventure!

**Only complete files reaching the UCI within the stipulated deadline will be taken into consideration.**

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

### ENCLOSURE 1

#### MARKETING RIGHTS

The UCI is the sole and exclusive owner of all marketing rights in and to the UCI Para-cycling Road World Cup. Nevertheless, the UCI grants the Organizer an average of 80% of the marketing rights.

MARKETING RIGHTS	UCI SPONSORS	TOTAL UCI	TOTAL OC
GENERAL			
TITLE	Official UCI Sponsors	20%	80%
UCI EXCLUSIVE CATEGORIES RESERVED	1. Transport and Logistics Management 2. Cycling clothes		
TIMING MATERIAL			100%
PODIUM BACKDROP	Logos	6 logos	24 logos
FLASH INTERVIEW BACKDROP	Logos	5 logos	20 logos
PRESS BACKDROP	Logos	4 logos	14 logos
WELCOME BOARD	Logos	8 logos	32 logos
BODY NUMBERS			100% logo
BIKE PLATE NUMBERS			100% logo
TECHNICAL / FEED / ASSISTANCE ZONE			100%
ACCREDITATIONS	1+ 5 technical	5 per UCI sponsor + on request	As needed
VIP TICKETS	8 each day	as mentioned in the organisation contract	As needed
VIP PARKING	4	as mentioned in the organisation contract	As needed
REGULAR TICKETS		as mentioned in the organisation contract	As needed
OFFICIAL & PROMOTIONAL DOCUMENTS AND SUPPORTS PRESS DOCUMENTS, RESULT LISTS, COMMUNIQUES, ETC.	1 logo	1 logo per UCI sponsor	1 logo per LOC sponsor

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

### ENCLOSURE 1

MARKETING RIGHTS	UCI SPONSORS	TOTAL UCI	TOTAL OC
<b>GENERAL</b>			
POSTER	1 logo	1 logo per UCI sponsor	1 logo per COL sponsor
OFFICIAL PROGRAM / GUIDE COVER	1 logo	1 logo per UCI sponsor	1 logo per COL sponsor
OFFICIAL PROGRAM / GUIDE	1 page	1 page per UCI sponsor	1 page per COL sponsor
EXPOSITION / COMMERCIAL AREA	More or less 50m <sup>2</sup>	1 expo area per UCI sponsor / 25m <sup>2</sup> per UCI sponsor	As needed
GIANT SCREEN - VIDEO CLIP	Clip of 30 sec.	1 video clip per UCI sponsor	1 video clip per UCI sponsor
SPEAKER ADVERTISING	Oui	UCI sponsors to be included	UCI sponsors to be included
TV INSERT		100%	
HOST WEBSITE		1 logo + web site link per UCI sponsor	1 logo + web site link per UCI sponsor
ALL UCI NEW OR NON-DEFINED VISIBILITY SUPPORTS		100%	
<b>ROAD SPECIFIC</b>			
LAST 300m - 100m	20m each side	80m	320m
LAST 100m - 50m	20m each side	20m	80m
LAST 50m - 0m		20m	80m
AFTER THE START (also for TIME TRIALS) LINE AND FINISH LINE (0 - 80m)	20m each side	40m	120m
TIME TRIAL START HOUSE and RAMP		20% visibility of the Time Trial Start House + 50% visibility on the ramp	80% visibility of the Time Trial Start House + 50% visibility on the ramp
DEPARTURE/FINISH ARCH		20% of the logos	80% of the logos

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

### ANNEXE 1

MARKETING RIGHTS	UCI SPONSORS	TOTAL UCI	TOTAL OC
GENERAL			
INFLATABLE ARCH ON THE CIRCUIT (in front of camera position)	At the beginning or the end of the material boxes area	2	5
INFLATABLE ITEM (beside the circuit and may not shown visible on TV)		2	8
PACE CAR		1 pace car	
DEDICATED ZONE ON THE CIRCUIT (TV positioned boards)	2 x 25m minimum	20% - a minimum but not limited to 200m	80%
BOARD ON CIRCUIT	10%	20% of total circuit visibility	80% of total circuit visibility
PAINTING ON THE ROAD		1 painting (max. height 1.5m) at the finish line	4 paintings (max. height 1.5 m) at the finish line
CAR DECORATION		Logo of the UCI Para-cycling World Cup + 100% UCI	

### ENCLOSURE 2

#### UCI POINTS

##### 16.18.004

The number of points to gain in every individual event is fixed according to the following table:

Rank	World Championship and Paralympic Games	World Cup	Regional P1	Regional P2
1	60	30	15	0
2	52	26	13	0
3	44	22	11	0
4	36	18	9	0
5	32	16	8	0
6	28	14	7	0
7	24	12	6	0
8	20	10	5	0
9	16	8	4	0
10	12	6	3	0

For P1 competitions, only those answering the criteria of participation will award points. All other relevant rules regarding the Para-cycling UCI World Cup it to be found under Chapter 16 of the UCI rules.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

### ENCLOSURE 3

### BUDGET

ADMINISTRATION, STAFF	<i>The costs relates to</i>	
	UCI	OC
UCI Staff	X	
UCI Staff 1x TD	X	
UCI International Commissaire (2)	X	
UCI International classifiers (3)	X	
UCI Timing expert/supervisor	X	
UCI Anti-doping personnel	X	
UCI National Commissaire (7-10) (1 member of panel is the UCI International Commissaire Elite)		
Photographer		X
Speaker		X
General Race Organisation		X
Implementation personnel		X
Timing staff		X
Medical Director		X
Local First Aid & medical staff		X
Catering - staff		X
UCI Accomodation (max. 60 nights)		X
UCI Site visit	X	
UCI Administration	X	
<b>EVENTS COSTS</b>	<b>UCI</b>	<b>OC</b>
Start & Finish Arch		X
Teams tentes		X
Time trial Ramp		X
Timing equipment		X
Video Screen		X
Spectator grandstands		X
Barriers		X
Toilet facilities (accessible)		X
Riders covered area start/finish		X
Administration facility		X
Communication/radios		X
<b>TV/MEDIA/PROMOTION</b>	<b>UCI</b>	<b>OC</b>
TV Production & distribution		X
Onsite Communication		X
Accreditation system		X

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

### ENCLOSURE 3

#### BUDGET

<b>TV/MEDIA/PROMOTION</b>	<i>The costs relates to</i>	
	<b>UCI</b>	<b>OC</b>
Media/press facility		X
Banners/Back drops		X
Plates, numbers...		X
Information signs		X
Printing promotion material	X	
Promotion Miscellaneous		X
<b>MISCELLANEOUS</b>	<b>UCI</b>	<b>OC</b>
Prize Money (not mandatory)		X
Medals per event		X
Trophies overhaul	X	
Riders catering		X
Anti-doping facility & tests	X	



# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## PARA-CYCLING

### ENCLOSURE 4

#### GENERAL SCHEDULE

*Day 1* Classification and registration from 8h00 to 18h00

*Day 2* Classification from 8h00 to 18h00

*Day 3* Confirmation of starter from 10h00 to 12h00

Technical meeting around 17h00

<b>DAY 4</b>	<b>CLM/TT</b>				
12h00	17h30	time estimated with an overall participation of 200 athletes			
<b>DAY 5</b>	<b>ROAD</b>			<b>MIN.</b>	<b>MAX.</b>
Heat 1	09h00	11h15	C4-5 H	70	90
	09h02	11h15	C1-3 H	50	60
Break	11h15	12h45			
Heat 2	12h45	15h00	H4 H	50	80
	12h47	15h00	H1-3 F - H1 H	30	40
Heat 3	15h30	17h30	H3 H	40	70
	15h32	17h30	H2 H - H4 F	40	70
<b>DAY 6</b>	<b>ROAD</b>			<b>MIN.</b>	<b>MAX.</b>
Heat 1	09h00	11h00	C4-5 F	50	65
	09h02	11h00	C1-3 F	40	50
Break	11h00	12h30			
Heat 2	12h30	14h30	B F	70	100
	12h32	14h30	T1-2 H-F	25	30
Heat 3	15h00	17h30	B H	90	120
	15h02	17h30	H1-3 (relay)		

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## CYCLING FOR ALL



Cycling for all calendar includes events of the UCI World Cycling Tour (UWCT), the UCI Golden Bike, the Masters category and MTB XC Marathon events.

### HOW MUCH DOES IT COST FOR THE CYCLING FOR ALL?

#### FINANCIAL OBLIGATIONS

Please find a hyperlink to [the Cycling for all Financial Obligations](#) for next year with the amounts regarding calendar fees.

### REGISTRATION FORMS CYCLING FOR ALL

Each form must include only **one race**, even if several races that are open to different categories take place on the same day at the same venue.

#### EXISTING EVENTS IN 2013

The Organiser receives for each of their events a pre-filled form by PDF file with specific information about the event.

# SPECIFICITIES DISCIPLINE BY DISCIPLINE

## CYCLING FOR ALL

### NEW EVENTS

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For registration of **new events**, extra forms can be obtained from the National Federation.

For the **National Federations**, a [blank registration form](#), identical for all the Cycling for all events, is available for download under this link, to be used **exclusively for the registration of new events**.

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### SPECIFIC INSTRUCTIONS FOR UCI WORLD CYCLING TOUR (UWCT)

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It is a specific procedure established by the UCI Marketing & Events Department. Therefore, in case of interest for the organisation of one leg of the UCI World Cycling Tour (UWCT), please ask the procedure through the following e-mail address: [candidature@uci.ch](mailto:candidature@uci.ch)



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## **CONTACT UCI**

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Should you have any questions or for sending back registration forms for all the disciplines, please use the following address:

UCI Sport and Technical Department: [sport.technical@uci.ch](mailto:sport.technical@uci.ch)



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Cycling  
Union***