

Officials Checklist

To be completed two weeks before the event

You should contact the race organiser to check:	Please tick	Comments	Action: By Whom?
The event is British Triathlon-Registered and the certificate has been received or the organiser has an insurance certificate, if not British Triathlon-registered			
What time you are required to arrive on race day			
What time the event briefing will be held			
How to get to the venue and where to park			
How you will communicate with the organiser at the event			
Expected numbers of competitors			
The number of waves, time of waves and number of competitors in each			
That notice boards will be available to post results and penalties			
What expenses you will receive and whether you will be provided with refreshments			
What first-aid cover will be present at the event			