



2015 AAU Athletics Regional Qualifier Meet Requirements (revised December 16, 2014)

(Please refer to the attached bid application for specific requirements)

Bid Fee:

An \$600.00 Non Refundable bid fee must accompany the bid applications. Personal or Club checks will NOT be accepted. Only credit card, money order or cashiers checks will be accepted. This bid fee will be used to license the approved Regional Qualifier events. If your event is not selected the bid fee will be returned.

REGIONAL QUALIFIER COMPETITION LIMITATIONS:

All athletes MUST compete in the same Regional Qualifier as they did for the District Qualifier. For example, if an athlete resides in Oklahoma, but qualifies to advance to the Regional Qualifier at the Southwestern District Qualifier, they must compete in the Southwestern Regional Qualifier as well.

Please be advised that request for permission to compete in a Regional Qualifier outside of the original competition area will not be approved.

ALL decisions shall be binding

WAIVER/EXCEPTION REQUESTS:

If you are applying for a participation exemption because you will be participating in SAT/ACT test, attach a scanned copy of your SAT/ACT registration document.

All waivers/exceptions request must be submitted in writing to:

aaawaivers@ausports.org. Only inquiries submitted in writing will be considered.

ADVANCEMENT PROCEDURES FROM REGIONAL QUALIFIERS TO AAU JUNIOR OLYMPIC GAMES:

1. Running Events
 - a. The top six (6) athletes advance
2. Field Events
 - a. The top five (5) athletes advance
3. Relay/Multi-Events
 - a. The top four (4) athletes advance

There will be no exceptions to the advancement procedures. Athletes may only compete in the events in which he/she qualified at the District Qualifier. Athletes may only compete in ONE AAU Regional Qualifier.

Age Groups:

The AAU Athletics program is comprised of nine (9) age divisions. **The athlete's year of birth shall determine the appropriate age division for current year competition for all age divisions 8-Under through 15-16. The DATE of birth shall be used to determine the appropriate age division for the 17-18 age division thus assuring that any athlete that DOES NOT turn 19 before the last day of National AAU Junior Olympic Games competition is still eligible to compete. Athletes MUST NOT turn 19 before the final day of the AAU Junior Olympic Games competition.**

Division (Girls & Boys)	2015
8-Under	2007 & After
9 years	2006
10 years	2005
11 years	2004
12 years	2003
13 years	2002
14 years	2001
15-16 years	1999-2000
17-18 years	1997-1998

Events:

8-Under DIVISION						
100m Dash	200m Dash	400m Dash	800m Run	Long Jump	Shot Put (4lbs)	4x100m Relay
1500m Run	Turbo Jav (300g)					

9 & 10 Year Old DIVISIONS		
Track & Field Events		Multi Events (Triathlon)
100m Dash	1500m Racewalk	Shot Put (6 lbs.)
200 m Dash	Long Jump	High Jump
400m Dash	High Jump	200m Dash (Girls)
800m Run	Shot Put (6 lbs.)	400m Dash (Boys)
1500m Run	4x100m Relay	
4x400m Relay	Turbo Jav (400g)	

11 & 12 Year Old DIVISIONS

Track & Field Events		Multi Events (Pentathlon)
100m Dash	80m Hurdles (8-30")	80m Hurdles (8-30")
200m Dash	Long Jump	Shot Put (6 lbs.)
400m Dash	High Jump	High Jump
800m Run	Discus (1.0 kg)	Long Jump
1500m Run	Shot Put (6 lbs.)	800m Run (Girls)
3000m Run	1500m Racewalk	1500m Run (Boys)
4x100m Relay	4x400m Relay	
4x800m Relay	Turbo Jav (400g)	

13 & 14 Year Old DIVISION

Track & Field Events		Multi Events (Pentathlon)
100m Dash	3000m Racewalk	100m Hurdles (10-30" Girls)
200m Dash	Long Jump	100m Hurdles (10-33" Boys)
400m Dash	Triple Jump	Shot Put (6 lbs. Girls)
800m Run	High Jump	Shot Put (4 kg Boys)
1500m Run	Pole Vault	High Jump
3000m Run	Shot Put (4 kg Boys)	Long Jump
200m Hurdles (5-30")	Shot Put (6 lbs. Girls)	800m Run (Girls)
100m Hurdles (10-33" Boys)	Discus (1.0 kg)	1500m Run (Boys)
	Javelin (600g)	
100m Hurdles (10-30" Girls)	4x100m Relay	
4x400m Relay	4x800m Relay	

15-16 & 17-18 Year Old DIVISIONS

Track & Field Events		Multi Events	
		Decathlon (Boys)	Heptathlon (Girls)
100m Dash	Long Jump	Day 1	Day 1
200m Dash	Triple Jump	100m Dash	100m Hurdle (10-33")
400m Dash	High Jump	Long Jump	High Jump
800m Run	Pole Vault	Shot Put (12 lbs.)	Shot Put (4 kg)
1500m Run	Shot Put (4 kg Girls)	High Jump	200m Dash
3000m Run	Shot Put (12 lbs. Boys)	400m Dash	
3000m Racewalk	Discus (1.0 kg Girls)	Day 2	Day 2
110m Hurdles (10-39" Boys)	Discus (1.6 kg Boys)	110m Hurdles (10-39")	Long Jump
	Javelin (600g Girls)	Discus (1.6 kg)	Javelin (600g)
100m Hurdles (10-30" Girls)	Javelin (800g Boys)	Pole Vault	800m Run
400m Hurdles (10-36" Boys)	2000m Steeplechase (30" Girls/36" Boys) 18 hurdle jumps 5 water jumps	Javelin (800g)	
		1500m Run	
400m Hurdles (10-30" Girls)	4x100m Relay		
4x400m Relay	4x800m Relay		

Guidelines for Hosting AAU Regional Qualifier Meets

The following guidelines were developed by the AAU Athletics Executive Committee and are required to be followed by the Regional Qualifier Host and/or Meet Director. These guidelines are to insure the quality and consistency of all meets. **Refer to the bid application for specific requirements.**

www.aauathletics.org

Meet Management Requirements:

1. **Use of the Coach O On-line event Registration program is mandated for registration at the AAU District and Regional Qualifier meets.**
2. Meet properly licensed according to the AAU Code. **This will be handled by the AAU National Office.**
3. Upon awarding of the bid, the Regional Qualifier Meet Host/Organization must immediately notify the AAU National Office of the following:
 - a. Date of meet
 - b. Location
 - c. Schedule of events
 - d. Contact information.
4. Send any and all paperwork/flyers etc. to the AAU National Office to be posted.
5. **It is mandatory that all results be forwarded to the AAU National Office and AAU Junior Olympics Hy-Tek Team within 4 hours after the conclusion of the meet.**
6. Awards should be ordered 30 days prior to the meet from the AAU. All Regional Qualifier Meets MUST use **AAU Championship medals as provided by the AAU** for 1st – 3rd place finishers in each event contested, including all competing relay team members. If you are awarding ribbons for 4th – 8th place, they must be AAU Ribbons, purchased through the AAU.
7. Security and Medical personnel available in case of emergency.
8. Adequate officials and volunteers to properly run meet. Prefer Certified USATF Officials.
9. **FULLY AUTOMATIC TIMING IS MANDATED.** Name of timing company/entity must be included in the bid application.
10. The Hy-Tek program provided by the AAU National Office must be used. There will be no exceptions.
11. **All events must be contested.**
12. **Meet all requirements regarding hydration (fluids), tents, facilities, etc. listed within the bid application.**

Stadium Guidelines/Requirements:

The amount of athletes you expect at your AAU Regional Qualifier will determine the minimum requirements.

1 - 500 ATHLETES	500 or MORE
Minimum of 8 lane track	Minimum of 8 lane track
1-2 horizontal jumping pits	2 or more horizontal jumping pits
1-2 high jump pits	2 or more high jump pits
1-2 shot put rings	2 or more shot put rings
1 pole vault pit that meets NFHS guidelines	1 pole vault pit that meets NFHS guidelines
Seating capacity of at least 1,000	Seating capacity of at least 2,000
Proper restroom facilities	Proper restroom facilities
1 discus ring located outside stadium	1-2 discus ring located outside stadium
1 javelin area located outside stadium	1 javelin area located outside stadium
Proper warm up area	Proper warm up area
* IMPORTANT - Throwing sector lines can not intersect any other throwing area	

Date - All Regional Qualifier meets must be completed by the last Sunday before the first day of the AAU Club Championships competition.

The date that is determined should not conflict with any other local, regional or national events (including USATF events in your area). This will allow for increased participation from local clubs and athletes.

The 2015 Regional Qualifier mandatory completion date is July 5, 2015.

License - Required

Regional Qualifier licenses WILL be completed by the National Office. Event Licenses are subject to approval. Regional Qualifier events are approved by the AAU National Office. All athletes and coaches must have a current AAU Membership to participate in an AAU Licensed Event.

Entry/Registration - Required

Prepare a Meet Information Sheet to comply with the requirements of the AAU. **The use of the Coach O On-line Registration program is mandatory.** All meet information sheets must include the following:

2015 AAU Junior Olympic Games Declaration & Registration Info:

Those athletes that qualify for the AAU Junior Olympic Games in Hampton Roads, VA must declare and register for the meet at www.aauathletics.org before **July 21, 2015. No entries will be accepted after midnight EST (9:00 PM Pacific) on July 21, 2015.** Do not jeopardize your athlete's chance of competing in the AAU Junior Olympic Games by not completing this step in the registration process.

The information must also include:

- This event is licensed by the Amateur Athletic Union of the U.S., Inc.
- All participants must have a current AAU membership.
- AAU membership may not be included as part of the entry fee to the event.
- AAU Youth Athlete membership must be obtained before the competition begins.
- BE PREPARED! Adult and Non Athlete memberships are no longer instant and cannot be applied for at event.
- Please allow at least 10 days for membership to be processed.
- Participants are encouraged to visit the AAU website www.aausports.org to obtain their membership.

Entry Fees

Determine fee, if any, to be charged, **not to exceed \$25.00 for a AAU Regional Qualifier Meet.** This should be in line with fees charged by other meets and in accordance with the National AAU Athletics Handbook.

Organizing Host/Committee

This committee should bring together a representative cross section of a community or area track and field leaders and coaches, newspaper and radio, business, service clubs, Chamber of Commerce, industry, civic officials and labor-to present the idea.

Items to be discussed include type of meet, date of competition, facilities available, tentative list of teams and available athletes, tentative budget and the recommendation for selection of a Chairman. After a chairman is selected, the committee should choose a meet director- someone who has a thorough understanding of track and field and has a good relationship with schools, colleges and clubs in the region.

Meet Director

In the smallest or the largest meet, the Meet Director is the key to the entire presentation. He or she must be a person who not only understands the sport but must also be able to direct the efforts of others and have a general understanding of all aspects of the undertaking. They must be able to foresee everything that must go into the meet in the way of planning. They should be flexible and creative. The Meet Director shall serve as the coordinator of the event.

Secure Facility-Required

A facility needs to be obtained to run the meet. The facility must have the capability of contesting all events **and meet all guidelines within the bid application.**

Promotion

Select a publicity director who is well versed with the sport and who has a good relationship with local newspapers in sports and general news. Early releases relating to the planning and progress of the meet are important. The AAU National Office will help by advertising through Email Blasts and posting your Event Flyer.

Tentative Schedule of Events

As soon as the meet has been developed the Meet Director should organize a tentative schedule of events. The best guidance for this task is knowledge of the events and the rulebook. The schedule must not only follow a proper order but interval of time between each event must be allowed for the completion of the previous event and the calling of the next event. Other details should acknowledge the variety of events to maintain spectator interest.

Awards

You must order awards directly from the AAU, just visit www.aausports.org for more information. All Regional Qualifier Meets MUST use **AAU Championship medals** for 1st – 3rd place finishers in each event contested, including all competing relay team members. If you are awarding ribbons for 4th – 8th place, they must be AAU Ribbons.

Meet Program - Optional

The program is one of the strongest aspects of a meet. A good program brings spectators back next year and is also a document which athletes prize. Advertising sales, program editing, and program sales are all important. An editor should be selected. The Games Committee should take the task of personal contacts for advertising. Sometimes a local service organization such as the Junior Chamber of Commerce will assist with the task for the public service recognition.

Officials

Working with your local USATF officials association is very important. No meet can be properly conducted without competent officials. The supervisor of track and field officials for your local association should be notified of your requirements at least 3 months before your meet. Visit www.usatf.org to find out the name of the association's officials chairperson.

Officials Meeting

Conduct an Officials Meeting before the start of the meet. The meeting is important because they are the persons who carry out the rulebook. They should know all about your facilities as related to the assignment.

Information for Athletes, Teams and Coaches

Make certain that detailed information is mailed or posted on a website in advance so that all persons concerned can be informed.

Transportation and Housing

A sub-committee should arrange information to be available about car rental and motel/hotel information.

Security

A local police representative should be invited to serve on your Games Committee. With this relationship you may avoid off-duty charges. They can assist you with crowd and traffic control. It is very important for the meet director to have security for the safety of all those involved with the meet. Police Explorers from your local police department might be a source for you to contact.

Announcer

Do not select someone who likes to talk for the job. Get a genuine authority on the microphone, one that is impartial and has a good voice. He or she will help your meet. He should have adequate assistance.

Trainers

First aid, medical and training facilities for athletes are a necessity! Local school and club trainers are often willing to assist if supplies and facilities are provided by the meet. You should have a doctor on your Games Committee.

Meet Management Team

A meet management team should be appointed to direct the mechanics of the meet on the day of competition. They should have a minimum of 5 assistants. The Meet Director shall determine the meet management team responsibilities and assignments.

AAU Regional Qualifier Program Regions (revised December 2014)

Region 1	(1)	Adirondack / Connecticut / New England / New Jersey / New York Metropolitan
Region 2	(1)	Middle Atlantic (Delaware / New Jersey [Southern] / Pennsylvania [Eastern])
Region 3	(1)	Maryland (Baltimore area) / Potomac Valley (Washington DC)
Region 4	(1)	Lake Erie / Ohio / Niagara / West Virginia / Western Pennsylvania
Region 5	(1)	Virginia
Region 6	(1)	Kentucky / Southeastern (Alabama/ Tennessee)
Region 7	(1)	Puerto Rico
Region 8	(1)	Georgia / South Carolina
Region 9	(2)	Florida
Region 10	(1)	Florida Gold Coast
Region 11	(1)	Southern (Louisiana / Mississippi)
Region 12	(1)	Michigan
Region 13	(1)	Central (Illinois) / Indiana
Region 14	(1)	Iowa / Minnesota / Nebraska / North Dakota / South Dakota / Wisconsin
Region 15	(1)	Ozark (Eastern Missouri / St. Louis area)
Region 16	(1)	Arkansas / Missouri Valley (Kansas / Western Missouri) / Oklahoma
Region 17	(1)	Gulf (Houston area)
Region 18	(1)	Southwestern (Dallas area) / West Texas
Region 19	(1)	South Texas
Region 20	(1)	Arizona / Colorado / New Mexico / Utah / Wyoming
Region 21	(1)	Alaska / Inland Empire (Eastern Washington / Idaho / Northeast Nevada) / Montana / Oregon / Pacific Northwest (Western Washington)
Region 22	(1)	Central California / Pacific (Northern California / Northwest Nevada)
Region 23	(1)	Pacific Southwest (San Diego area) / Southern Nevada / Southern Pacific (LA area)
Region 24	(1)	Hawaii
Region 25	(1)	North Carolina

****The AAU Athletics Regional Qualifier Program Liaison can add additional Regional Qualifying opportunities as deemed necessary. Please be advised that requests for permission to compete in a Regional Qualifier outside of your original competition area will not be approved. All decisions shall be binding. Competitors can only compete in one (1) Regional Qualifier.**



2015 AAU ATHLETICS REGIONAL QUALIFIER BID APPLICATION/AWARD CONTRACT

SECTION 1 - BIDDING ORGANIZATION INFORMATION

A. ORGANIZATION NAME: _____

2015 AAU Club Membership Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ FAX: _____

E-Mail Address: _____

B. EVENT COORDINATOR INFORMATION:

NAME: _____

2015 AAU Non-Athlete Membership Number: _____

Address (if different from above): _____

City: _____ State: _____ Zip Code: _____

Home Telephone Number: _____ Cellular Number: _____

Business Number: _____ Fax Number: _____

E-Mail Address: _____

SECTION 2 – FACILITY INFORMATION

A. Name of Facility: _____

Facility Address: _____

City: _____ State: _____ Zip Code: _____

B. FACILITY COORDINATOR INFORMATION:

Name: _____

Address (if different from above): _____

City: _____ State: _____ Zip Code: _____

Business Telephone Number: _____ Cellular: _____

Fax: _____ E-Mail Address: _____

C. An executed facility usage agreement or letter from the facility indicating that a contract will be executive upon awarding of the bid.

D. Date of the Meet: _____

1. The AAU Regional Qualifier must be completed by July 5, 2015.

SECTION 3 - BID FEE

A. Application must be accompanied by an **\$600.00 NON-REFUNDABLE BID FEE**. Bid applications will not be accepted/considered without the required bid fee.

B. Payment of the bid fee may be made by credit card (Mastercard, VISA, AMEX, and Discover), money order, and cashier’s check. No personal checks will be accepted.

C. A cashiers check or money order must be made payable to AAU of the U.S., Inc.

D. Bid fees will be reimbursed to organizations that are not awarded a bid.

SECTION 4 – MEET MANAGEMENT REQUIREMENTS

To insure the quality and consistency of the AAU Regional Qualifiers, the following guidelines must be adhered to. Failure to comply with these mandates will be considered a breach of the agreement between the AAU Athletics Committee and the bidder and could result in sanctions up to and including forfeiture of the right to host the aforementioned qualifier and/or forfeiture of entry fees.

- A. Host shall compile event information into a “meet information packet” to include date, location, tentative schedule of events, housing/accommodations, facility information, spectator admission fees, maps, etc.
- B. Host shall use the on-line registration program designated by the AAU.
- C. Any and all event flyers/promotions are to be sent through the AAU National Office for approval and distribution.
- D. Awards. Host shall use AAU Championship medals for 1st-3rd place finishers in each contested event, including all competing relay team members. Awards for 4th-8th place finishers are at the discretion of the meet management. If awarding ribbons for 4th-8th places, the ribbons must be AAU ribbons. All medals and ribbons must be purchased from AAU.
- E. Host must use the HY-TEK meet management program disc provided by the AAU National Office.
- F. Host shall use fully automatic timing. The name of the timing company must be provided.
_____ (name of timing company)
- G. Host is responsible to provide and assign adequate officials to work the AAU Regional Qualifier. The utilization of USATF certified officials is preferred.
 - 1. Host shall specify and attach the plan for officials.
- H. Security and medical personnel must be available in case of emergency.
 - 1. Host shall specify and attach the security/medical plan.
- I. Host shall forward all AAU Regional Qualifier results to the AAU National Office and AAU Junior Olympic Games Hy-Tek Team within **4 hours following the conclusion of the Regional Qualifier**.
- J. Host shall use the official AAU merchandise sponsor whenever possible.
- K. Host shall use the official AAU bib number sponsor whenever possible.

L. Stadium Guideline Requirements: The number of athletes you expect at the AAU Regional Qualifier Meet will determine the minimum requirements as outlined herein.

1 - 500 ATHLETES	500 or MORE
Minimum of 8 lane track	Minimum of 8 lane track
1-2 horizontal jumping pits	2 or more horizontal jumping pits
1-2 high jump pits	2 or more high jump pits
1-2 shot put rings	2 or more shot put rings
1 pole vault pit that meets NFHS guidelines	1 pole vault pit that meets NFHS guidelines
Seating capacity of at least 1,000	Seating capacity of at least 2,000
Proper restroom facilities	Proper restroom facilities
1 discus ring located outside stadium	1-2 discus ring located outside stadium
1 javelin area located outside stadium	1 javelin area located outside stadium
Proper warm up area	Proper warm up area
* IMPORTANT - Throwing sector lines may not intersect any other throwing area	

M. The host **MUST** provide the following during the competition:

1. A minimum 10x10 tent at each field event venue
2. A minimum 20x20 tent at clerking area
3. A minimum of 5 gallons of water and/or sports drink, ice and cups must be provided and continuously replenished at the following areas within the track:
 - *each field event
 - *clerking area and finish line

SECTION 5 – AAU SHALL PROVIDE TO THE HOST

- A. The right to host the event.
- B. The event license with AAU.
- C. HYTEK Meet Management set-up disc.
- D. The addresses to which results shall be sent, to include the AAU National Office and the AAU Junior Olympic Games Hy-Tek Team
- E. AAU E-blast system for event promotions.
- F. The right to sell event specific sports merchandise as approved by the AAU.

SECTION 6 – COMMUNITY SUPPORT

AAU Athletics strongly encourages each Regional Qualifier host to work with their local Chamber of Commerce and/or Convention and Visitors Bureau. Will the Chamber of Commerce and/or Convention and Visitors Bureau be involved in supporting the event? Yes [] No []

If yes:

Contact: _____

Title: _____

Address: _____

Phone: _____

E-Mail: _____

SECTION 7 – HOUSING

A. Host shall provide local housing/accommodations information. This information is to be included in the meet information packet.

SECTION 8 – SPONSORSHIP

- A. Host/Bidder shall identify the event as the AAU Regional Qualifier in all communication.
- B. The AAU of the U.S., Inc. has the right of approval of solicitation by the host of any and all potential and actual sponsors, underwriters, supporters, local suppliers and local patrons.
- C. No event sponsorship may conflict with a national sponsor of the AAU of the U.S., Inc., without the express written consent of the AAU, Inc.
- D. Host/Bidder shall be allowed to refer to any local sponsor(s) as the “official” sponsor(s), Supplier(s) or supporter(s) of the event.
- E. Host/Bidder shall include in this bid document, a listing of all potential sponsor(s) intended to be contacted or solicited for potential involvement in the AAU Regional Qualifier. The AAU of the U.S., Inc. reserves the right to accept or reject any proposed sponsors.
- F. Host/Bidder shall not represent in any oral or written form or in any communication medium that any product(s), service(s) or contribution(s) have been “endorsed”, “selected”, “approved” or “designated” as “official” without written approval from the AAU of the U.S., Inc.

SECTION 9 – GENERAL INFORMATION:

- A. Bid applications are due in the AAU National Office no later than January 20th, 2015.
- B. All bid applications must be completely filled out and accompanied by the required attachments (Officials, Housing, Medical/Security, Timing, Sponsors, etc.)
- C. Bid fees paid by cashier’s check or money order must accompany the application. To pay by credit card, call the AAU National Office at 407-934-7200 to arrange payment. If using a credit card, payment must be received before the submission of the application.
- D. Bid application packets are to be mailed to:

By US Postal Service: AAU/Athletics
 P. O. Box 22409
 Lake Buena Vista, FL 32830

By Overnight Carrier: AAU/Athletics
 1910 Hotel Plaza Blvd.
 Lake Buena Vista, FL 32830

The bidder understands and agrees that the AAU Regional Qualifier is contested under the auspices and authority of the AAU and as such, the AAU Athletics Executive Committee has the right to award the bid and assure the compliance of all aspects of the event. If the bid is awarded to submitting bid entity, see Attachment A. Bidder further agrees to comply with all mandates set forth herein.

_____ certifies that I am duly authorized to sign, execute and submit this bid application on behalf of _____ (Organization Name).

Signature: _____ Title: _____

Date: _____

ATTACHMENT A
Award of AAU Athletics Regional Qualifier

With the execution of this Agreement (AAU Athletics Regional Qualifier Bid Application and Attachment A), the AAU awards the Regional Qualifier to _____ (Organization Name) and attaches and incorporates hereto all the requirements of the AAU Athletics Regional Qualifier Bid Application/Award Contract.

For the Host:

The Host certifies that representative listed herein is duly authorized to sign and execute this agreement to host said event on behalf of _____ (Organization Name).

Signature: _____

Printed Name: _____

Title: _____

Date: _____

For the AAU:

Signature: _____

Printed: Dr. Roger J. Goudy

Title: President, CEO, Amateur Athletic Union of the U.S., Inc.

Date: _____

Signature: _____

Printed: Cynthia Trombly

Title: Secretary, Amateur Athletic Union of the U.S., Inc.

Date: _____

Signature: _____

Printed: Charles Oliver

Title: AAU Athletics National Chairman

Date: _____