

**IAAF** / Mikkeller  
*World Cross Country Championships*<sup>™</sup>  
Aarhus **30 March 2019**

## **TEAM MANUAL**

# IAAF

TITLE PARTNER

Mikkeller

OFFICIAL IAAF PARTNERS



OFFICIAL IAAF SUPPLIER



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## 1. GENERAL INFORMATION

### 1.1 IAAF Council Members and International Officials

#### IAAF Council

<b>President</b>	Lord Sebastian Coe (GBR)
<b>Senior Vice President</b>	Sergey Bubka (UKR)
<b>Vice Presidents</b>	Dahlan Al Hamad (QAT) Hamad Kalkaba Malboum (CMR) Alberto Juantorena Danger (CUB)
<b>Treasurer</b>	José Maria Odriozola (ESP)
<b>Individual Members</b>	Roberto Gesta De Melo (BRA), South America* Nawal El Moutawakel (MAR) Abby Hoffman (CAN) Anna Riccardi (ITA) Pauline Davis-Thompson (BAH) Geoff Gardner (NFI), Oceania* Sylvia Barlag (NED) Ahmad Al Kamali (UAE) Frank Fredericks (NAM) ** Bernard Amsalem (FRA) Zhaocai Du (CHN) Victor Lopez (PUR), NACAC* Stephanie Hightower (USA) Hiroshi Yokokawa (JPN) Antti Pihlakoski (FIN) Mikhail Butov (RUS) Adille Sumariwalla (IND) Nawaf Al Saud (KSA) Svein Arne Hansen (NOR), Europe* Vivian Gungaram (MRI), Africa*

*\*Area Group Representatives*

*\*\*Provisionally suspended*

#### International Delegates and Officials

Technical:	Luis Saladie (ESP)
Jury of Appeal:	Siddig Ibrahim (SUD) Antti Pihlakoski (FIN) Annette Sergent-Petit (FRA)
Medical / Anti-Doping:	Paolo Emilio Adami (ITA)
Press Delegate:	Maciej Lopatto (POL)
Broadcast	Mark Fulton (GBR)

## 1.2 Local Organising Committee

**Organising Member:** **Dansk Atletik Forbund**  
House of Sports Brøndby Stadion 20  
Brøndby, Denmark  
Telephone +45 4326 2308  
Website: <http://dansk-atletik.dk>  
Email: den@mf.iaaf.org

### Local Organising Committee IAAF World Cross Country Championships, Aarhus 2019

(LOC) Idrættens Hus  
Brøndby Stadion 20  
DK-2605 Brøndby, Denmark  
Tel: +45 4326 2309 or +45 2326 2308  
E-mail: [daf@dansk-atletik.dk](mailto:daf@dansk-atletik.dk)  
Website: [www.dansk-atletik.dk](http://www.dansk-atletik.dk)

LOC Director Jakob Larsen  
Event Coordinator Katrine Gribel Vorum, [katrine@dansk-atletik.dk](mailto:katrine@dansk-atletik.dk)  
Team Services Nanna Vildershøj Jensen, [nanna@dansk-atletik.dk](mailto:nanna@dansk-atletik.dk)  
General email [team@aarhus2019.dk](mailto:team@aarhus2019.dk)

## 1.3 Information about Aarhus

Population	273,077 (in 2018)
Currency	Danish krone (1 USD = 6.53 DKK by January 2019)
Time zone	CET (UTC+1)
Altitude	105m
Average rainfall (in March)	33mm
Climate (average in late March)	Min 7C° / Max 12C° temperature, 87% humidity
Shop opening hours	10:00 ~ 18:00
Bank opening hours	10:00 ~ 16:00
Electricity voltage	230V Europlug (Type C and F)
Mobile Telephone Network	GSM/GPRS/EDGE(2G), UMTS(3G), HSDPA (Turbo 3G) and LTE(4G)
Drinking Water	Top quality tap water

## 1.4 General Programme

### GENERAL PROGRAMME

#### **Thursday 28 March 2019**

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All Day	Arrivals and Accreditation	
10:00 – 12:30	Official training	Moesgaard Museum

#### **Friday 29 March 2019**

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10:00 – 12:30	Official training	Moesgaard Museum
12:00	Course Inspection and availability of Technical Delegate for questions	Moesgaard Museum
13:00	IAAF Press Conference	Moesgaard Museum
19:30	IAAF/LOC Welcome Dinner <i>(by Invitation Only)</i>	Aarhus City Hall

#### **Saturday 30 March 2019**

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10:30	Opening Ceremony	Moesgaard Museum
<b>11:00</b>	<b>Mixed Relay 8 km</b>	<b>Moesgaard Museum</b>
<b>11:35</b>	<b>U20 Women 6 km</b>	<b>Moesgaard Museum</b>
<b>12:10</b>	<b>U20 Men 8 km</b>	<b>Moesgaard Museum</b>
12:45	Medal Ceremony U20 Women	Moesgaard Museum
<b>13:00</b>	<b>Women 10 km</b>	<b>Moesgaard Museum</b>
13:45	Medal Ceremony U20 Men	Moesgaard Museum
<b>14:00</b>	<b>Men 10 km</b>	<b>Moesgaard Museum</b>
14:45	Medal Ceremony Women	Moesgaard Museum
14:50	Medal Ceremony Men	Moesgaard Museum
20:00 (tbc)	Closing Party	Aarhus Int.
	Medal Ceremony Teams and Mixed Relay	Sailing Centre

#### **Sunday 31 March 2019**

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All Day	Departures	
09:00-17:00	IAAF Cross Country Committee Meeting	Radisson Blu

The Opening Ceremony will take place on Saturday at 10:30, just prior to the start of the mixed relay race. The IAAF Protocol will be followed.

## 2. TRAVEL TO AARHUS

### 2.1 Official Airport and Arrival Information

The official airport is Billund Airport (BLL). It is situated 90km from the city and the expected travel time to Aarhus is about 1 hour 20 minutes.

Welcome desks will be set up at the arrival terminals.

According to the official period, arrival in Aarhus should be on Thursday 28 March and departure should be on Sunday 31 March. Depending on the arrival / departure times, the LOC will organise transfer by bus to the accommodation in Aarhus.

For those teams planning to arrive prior to 28 March or leave after 31 March, it is important to advise the LOC well in advance so that exceptional arrangements can be made.



### 2.2 Entry Visas

#### General

Denmark is a signatory of the European Union's Schengen agreement, which means that EU citizens can travel freely to Denmark; citizens from other countries may require a visa. See Appendix B for visa information.

In order to obtain a visa, Member Federations must follow the guidelines and procedures for visa applications which can be found on the following website: [www.newtodenmark.dk](http://www.newtodenmark.dk). Visas must be obtained before travelling to Denmark. It is advised to start the visa

application process when submitting the preliminary entries, since the process can take time.

It is the Member Federation's own responsibility to apply for visas at the embassies or consulates for any of its athletes or staff members who will be travelling to Denmark, and to make sure that all documents required for each application are complete. It is advised to apply as soon as possible in order to receive visas on time, as incomplete applications slow down the process and may lead to a visa not being issued on time.

Visa invitation letters can be requested by completing the visa invitation letter request form attached (see Appendix B). The form must be submitted to [cynthia@dansk-atletik.dk](mailto:cynthia@dansk-atletik.dk) in order to receive a personal invitation letter.

### **Embassies in Countries and Regions**

Please refer to Appendix B for:

- Countries and Regions whose Citizens DO NOT NEED a visa to enter Denmark.
- Countries and Regions whose Citizens DO NEED A VISA and HAVE a Danish Consulate
- Countries and Regions whose Citizens DO NEED A VISA and DO NOT HAVE a Danish Consulate.

### **2.3 Insurance**

All IAAF Member Federations are responsible for subscribing to an insurance policy that covers illness and/or injury to any members of their delegation and/or team travelling to and from IAAF competitions and during the event itself. Furthermore, proof of such insurance is now required in most cases to obtain visas, e.g., in the Schengen area.

As in past years, the IAAF has negotiated an offer with its insurance company the details of which have been proposed to Member Federations in circular M/03/19.

### **3. ACCREDITATION**

#### **3.1 Accreditation Centre**

The Teams' Accreditation Centre will be located at the Scandic Aarhus City Hotel in the meeting room "Moesgaard 1" situated in the lobby. Comwell Aarhus and Scandic The Mayor Hotels are at 5 minutes' walking distance and volunteers will guide the Team Leaders to the Scandic Aarhus City Hotel or the LOC will arrange transportation if necessary.

Team Leaders staying at the Helnan Marselis Hotel will be transported by the LOC as soon as possible after check-in.

Opening Dates and Times will be as follows:

- |            |               |               |
|------------|---------------|---------------|
| • 27 March | 14:00 – 19:00 |               |
| • 28 March | 09:00 – 13:00 | 14:00 – 19:00 |
| • 29 March | 09:00 – 13:00 | 14:00 – 19:00 |

#### **3.2 Accreditation Procedures and Payments**

##### **3.2.1 Team Leader**

The Team Leader will have to report to the LOC / IAAF Administrative Office at the accreditation centre before collecting the accreditation cards for the whole team. Here he will have to complete the following formalities:

- Uniform Check
- Athletes' Acknowledgement and Agreement Forms
- LOC Accommodation Invoice
- Travel Reimbursement and IAAF Financial Statement
- Final Confirmation of Entries and copies of passports (U20 and U18 athletes)

The Team Leader will be asked to complete the accounting procedures and settle any extra payments (for team members above quota, use of single rooms, extra days, etc.) before he can collect the accreditation cards, which will be given upon presenting a document stating all procedures have been completed.

##### **3.2.2 Athletes & Team Officials**

All athletes and team officials will be able to check-in upon arrival at their respective hotel according to the information provided with the final entries.

**NB: to shorten procedures and avoid delays, it is strongly advisable to submit to the LOC the rooming list in advance, prior to arrival.**

#### **3.3 Quota and Financial Support**

##### **3.3.1 Quota**

The Quota can be found in Appendix A.

##### **3.3.2 Travel**

For athletes within the Quota and Continental Champions, IAAF will offer 100% of an economy class airline ticket from the Member Federation Headquarters to Billund Airport (See Appendix A for special conditions and complete details).

Member Federations can contact the IAAF Travel Office ([travels@iaaf.org](mailto:travels@iaaf.org)) for their travel arrangements. Those wishing to arrange their own tickets, should have requested prior approval of the travel quote by **29 January 2019** (deadline for preliminary entries) by indicating the price they are able to obtain in the appropriate section of the IAAF Event Entry System. Late requests can be refused by the IAAF.

### **3.3.3 Accommodation**

For athletes within the quota staying with their teams in one of the official hotels, the LOC is offering free accommodation in twin rooms for the subsidised period of a maximum three nights (arrival Thursday 28 March, departure Sunday 31 March). Quota athletes requesting single rooms will be charged a supplement (see costs later).

The accommodation of athletes above the quota, subsidised and non-subsidised officials (see chart in appendix E), and outside the official period, is at the cost of the respective Member Federation.

### **3.3.4 Extra Coaches**

The LOC is able to provide accommodation for Extra Coaches in the Team Hotels. The accommodation cost, full board, inside and outside the official period is:

- Single room (1 person): 280USD / night
- Twin/Double room (2 people): 360USD / night

Their accreditation will give them access to:

- The team area
- The training area
- The Championships transport system
- The Warm-up Area

Extra Coaches must be entered in the IAAF online Event Entry System by selecting the appropriate category in the officials' section. The cost of their accommodation will be settled as part of the Team Accommodation Invoice. Extra Coaches must collect their Accreditation Card in person at the Accreditation Centre.

### **3.3.5 Reimbursements**

Reimbursements will be made by bank transfer after the competition

If an athlete for whom the IAAF/LOC have provided financial support is on site but does not compete, the IAAF/LOC have the right to reclaim the travel and accommodation support.

## **3.4 Arrivals outside the Accreditation Centre Opening Times**

Teams or individual athletes arriving prior to 28 March will be handled on a case by case basis. However, the LOC must be informed in advance to make the necessary arrangements.

## **3.5 Accreditation Card**

The accreditation cards must be worn visibly and must be presented upon request. They are personal and non-transferable. The loss or theft of an accreditation card must be reported immediately to the accreditation centre **or Competition Information Desk in the hotel**. In order to obtain new accreditation, the person in question, accompanied by the team leader and carrying an appropriate identification document, must request it personally.

Any Accreditation Card found being used by someone who is not its owner will be confiscated and its owner will be subject to sanction including possible ineligibility for his competitive participation in the Championships.

## 4. ACCOMMODATION

### 4.1 Teams' Hotels

LOC has arranged accommodation in the following four different hotels of similar standard:

#### Helnan Marselis (4\*)

Strandvejen 25  
8000 Aarhus  
Tel. +45 86144411  
E-mail: [marselis@scandinavianhotels.dk](mailto:marselis@scandinavianhotels.dk)  
Web: [www.helnan.dk/en/marselis/hotel](http://www.helnan.dk/en/marselis/hotel)

#### Comwell Aarhus (4\*)

Værkmestergade 2  
8000 Aarhus  
Tel. +45 86728000  
E-mail: [hotel.aarhus@comwell.dk](mailto:hotel.aarhus@comwell.dk)  
Web: [www.comwellaarhus.dk](http://www.comwellaarhus.dk)

#### Scandic Aarhus City (4\*)

Østergade 10  
8000 Aarhus  
Tel. +45 89318100  
E-mail: [aarhuscity@scandichotels.com](mailto:aarhuscity@scandichotels.com)  
Web: [www.scandichotels.com/hotels/denmark/aarhus/scandic-aarhus-city](http://www.scandichotels.com/hotels/denmark/aarhus/scandic-aarhus-city)

#### Scandic The Mayor (4\*)

Banegårdspladsen 14  
8000 Aarhus  
Tel. +45 87320100  
E-mail: [themayor@scandichotels.com](mailto:themayor@scandichotels.com)  
Web: [www.scandichotels.com/hotels/denmark/aarhus/scandic-the-mayor](http://www.scandichotels.com/hotels/denmark/aarhus/scandic-the-mayor)

### 4.2 Teams' Hotels Charges

All Prices per person per day Full Board (in USD)	Official Period from 28 to 31 March (3 nights)		Outside Official Period and non-subsidised officials	
	Twin	Single	Twin	Single
Athletes within the quota	Paid by LOC	USD 120	USD 170	USD 240
Athletes outside the quota and subsidised officials	USD 120	USD 220		

All reservations must be made through the IAAF via the IAAF on-line Event Entry System (<http://evententry.iaaf.org>). The accommodation invoices will be based on the information (number of persons and arrival / departure details) provided in the Final Entries, with a tolerance of two persons.

Payment of extra costs can be made:

- by credit card: Visa, MasterCard
- In cash: US Dollars or Euros

Your extras (telephone, laundry, minibar, etc.) will have to be paid to the hotel front desk when checking out.

### 4.3 Check-in Procedures

Upon arrival, team members must report to the Championships Welcome Desk where, according to the rooming list previously provided, dedicated check-in procedures will be completed and the room keys delivered. Passports will be required for check-in.

### 4.4 Services in the Teams' Hotels

Dedicated rooms for teams' physiotherapy as well as staff and team meetings will be available at each hotel.

#### **4.5 Meals**

Meals will be served in the respective hotel restaurants. Athletes and team officials will be admitted to the restaurant upon presentation of their accreditation.

The timetable for meals is:

- Breakfast: 07:00 – 10:00 (Saturday, 30 March 06:00 – 10:30)
- Lunch: 11:30 – 14:00 (Saturday, 30 March 13:30 – 16:30)
- Dinner: 18:30 – 21:00 (Saturday, 30 March 20:00 at the Final Party)

A Final Party will take place on 30 March at 20:00 in Aarhus International Sailing Centre. No dinner will be served in the Team Hotels.

## **5. TRANSPORTATION**

### **5.1 General**

The LOC has planned transportation to and from the airport, for training, for competition and for special functions for all Athletes and Team Officials during the official period 28-31 March. For any transport requirements outside the official period, LOC must be contacted in advance so that special arrangements can be made.

A dedicated team will be assigned to ensure that all the transportation requirements for all visitors are met according to the necessary schedules. Buses and cars will be identified with a sign in the front window with the Championship Logo. Daily coordination will be ensured in case of any changes through the Competition Information Desks.

Schedules for all transport services will be displayed at the Information Desks in the hotels.

### **5.2 Course Inspection and Trainings at the Competition Venue**

The following official training sessions have been scheduled at the course:

- Thursday, 28 March           10:00 / 12:30
- Friday, 29 March             10:00 / 12:30

The course inspection will be conducted on Friday.

On both days, buses will leave the hotels at 09:30 for the Course. Departure back from the Course (for all athletes and officials) will be at 13:00.

### **5.3 Competition**

Transport Schedule to and from the Course shall be distributed to the Teams Leaders by the volunteers at the Hotel Competition Information desk upon arrival.

## **6. INFORMATION CENTRES**

### **6.1 Technical Information Centre (TIC)**

During the competition, a Technical Information Desk will be set-up at the course. It will be located adjacent to the teams changing area and shall deal with any competition-related enquiry during the races, including protests and appeals. A posting board will be available for the display of start lists, results (partial and final), etc.

### **6.2 Competition Information Desk (CID)**

Competition Information Desks will be available at the four Teams' Hotels. They shall be in charge of, but not limited to, the following:

Display on the relevant Posting Board of official communications to the teams, including Start Lists, Results, etc.

- Distribution of Urgent notices to the Delegations. It is the Team Leader's duty to check with the Information Desk whether there is any information for his team to be collected.
- Distribution of information for issues relating to accommodation, meals, transport and the Competition in general.

### **6.3 IAAF Competitions Department**

Staff from the IAAF Competitions Department will be in Aarhus to assist the LOC with the final preparation and conduct of the Championships and the teams with their participation.

They can be contacted as follows:

- 27-29 March                      Teams Accreditation Centre
- 30 March                              In the Call Room or at the Start / Finish Area – can be contacted through the TIC

## 7. COURSE AND COMPETITION FACILITIES

### 7.1 Course

The competition venue is located at Moesgaard Museum, approximately 8km from Aarhus. It is a safe but very demanding course that will test all participants' strength and endurance.

The course is a 2km loop with an average width of 6m and mostly covered in grass. It has a cumulative elevation gain per lap of 62m for U20 Men and U20 Women and 68m for Senior Women and Senior Men. The course map is attached in Appendix C.

The race will be run in clockwise direction and, will make up the following distances for the five races:

<b>Race</b>	<b>Number of laps</b>	<b>Total length</b>
U20 Women	3	5740m
U20 Men	4	7570m
Senior Women	5	10,025m
Senior Men	5	10,025m
Mixed Relay	4	8070m

### 7.2 Warm-Up Area

A large area is located near the team changing area and will serve as warm-up area prior to the event. Access will be reserved to team members only.

### 7.3 Start / Finish Area

All necessary facilities will be located between the bus drop-off point and the start area. After the race, and after having passed through the mixed zone where athletes will also return the transponders, they will return to the Call Room to collect their clothing.

## 8. ENTRIES AND FINAL CONFIRMATIONS

### 8.1 Entry Regulations (except Mixed Relay)

In all races a Member Federation may enter a maximum of eight athletes; no more than six shall be allowed to start in the race with four to score.

Individual entries are admitted and the finishing athletes shall be eligible for the corresponding individual awards (senior races only).

### Entry Regulations Mixed Relay

Mixed Relay is composed of 2 men and 2 women per team running one loop of the course in any order.

### 8.2 Final Entries

The IAAF on-line Event Entry System will open on 16 February 2019 for the Final Entries (<http://evententry.iaaf.org>). The deadline for completing and submitting the Entries is 18 March 2019 (midnight Monaco Time).

Should you encounter difficulties when submitting your Entries electronically, please contact the IAAF Competitions Department for assistance by email: [events@iaaf.org](mailto:events@iaaf.org).

### 8.3 Final Confirmations

Teams will receive the Final Confirmation Forms upon arrival in Aarhus and Team Leaders, or their representatives, must confirm the names of those athletes already entered who will actually take part in the competition. **Final confirmation for all events must be made during the accreditation procedure at the Teams Accreditation Centre and, in any case, by no later than 12:00 (midday) on Friday 29 March.** If your arrival is delayed, please email [events@iaaf.org](mailto:events@iaaf.org) to ensure that your athletes are duly confirmed in the competition by the said deadline.

### 8.4 Athlete Acknowledgement and Agreement

As announced in Circular M/24/09 dated 29 July 2009, each athlete competing in an IAAF World Athletics Series Competition must have an appropriately filled in and signed copy of the Athlete Acknowledgement and Agreement on file at the IAAF. All athletes competing in the IAAF World Cross Country Championships must sign and submit this acknowledgement, as soon as possible, and ideally by no later than the Final Entry deadline (18 March 2019). IAAF Member Federations are obliged to submit one for each entered athlete (email: [athletes-agreement@iaaf.org](mailto:athletes-agreement@iaaf.org)). Any Athlete Acknowledgement and Agreement Form not received by the IAAF before the event will be collected at the time of the Accreditation procedure. The Athlete Acknowledgement and Agreement can be found in Appendix D.

The submission of all the required Agreements will be checked during the accreditation procedure and any outstanding forms will be requested.

*Note: Athletes who have already submitted their Agreement do not need to send it again – see athletes' names with a tick in the Event Entry System. However, please note that we are in the process of updating the Athlete Acknowledgement Agreement and when we introduce the new version all athletes will be required to sign the new agreement. We will confirm from when the new agreement will apply. Further information on this will be provided in the upcoming months.*

## 9. COMPETITION PROCEDURES

### 9.1 Course Inspection

A guided tour of the course and related facilities will take place on 29 March at 12:00. The meeting point will be the Teams' tents in the warm-up area.

### 9.2 Timetable

The timetable for Aarhus 2019 was approved by the IAAF Council in July 2018 and is provided below:

#### Saturday 30 March 2019

10:30	Opening Ceremony
11:00	<b>Mixed Relay (8070m)</b>
11:35	<b>U20 Women (5740m)</b>
12:10	<b>U20 Men (7570m)</b>
12:45	Medal Ceremony U20 Women
13:00	<b>Women (10,025m)</b>
13:45	Medal Ceremony U20 Men
14:00	<b>Men (10,025m)</b>
14:45	Medal Ceremony Women
14:50	Medal Ceremony Men
20:00 (tbc)	Medal Ceremony Teams and Mixed Relay

Any change to the schedule of the races or of the medal ceremonies shall be communicated on site.

### 9.3 Mixed Relay

The relay will consist of teams of 2 men and 2 women each running one loop of the course (first and last loop are a little bit longer than the others). The order of running is to be determined by each team but the final composition of the team and the running order must be declared at the TIC by **9:20 am on 30 March** (no later than one hour before the Call room time for the Relay). The Declaration Forms will be distributed at the Accreditation Centre and will also be available at the TIC on the day of the event.

All the athletes of a team will enter in the Call Room at the same time.

Athletes must carry on their wrist or in their hands a wristband that will be transferred to the next athlete within the takeover zone (IAAF Rules 170.6c and 170.7 will be apply).

The takeover zone will be located after the downhill of the Museum see Appendix C and will be 20m long of which the scratch line is the centre. Entrance and exit of the takeover zone will be marked with small flags or cones.

Scoring for the relay will be according to the finishing order.

### 9.4 Athletes' Bibs

All athletes will receive 3 bibs, each one carrying the athlete's name.

All the bibs for each athlete shall be distributed during the Accreditation procedure. Bibs which are not collected shall be taken to the Call Room on Saturday morning.

Bibs must be worn in accordance with IAAF Rules and must not be cut, folded or obscured

in any way. Failure to comply with the Rules may result in a disqualification or sanction.

### 9.5 Athletes' Clothing

All athletes must wear the official national uniform approved by their Delegation. IAAF Rule 143.1 recommends that the front and the back of the uniforms should have the same colour. The uniforms will be checked upon arrival at the Team Accreditation Centre. Any infringement of the Rules may result in the disqualification of the athlete. Athletes not wearing their official team uniform will be required to acquire the correct attire before they progress through the Call Room.

Any advertising on clothes and bags must comply with IAAF Rules and Regulations. Please note that the IAAF Advertising Rules and Regulations applicable for this competition specify a maximum of 30 cm<sup>2</sup> for the Manufacturer's logo on the competition wear and 40 cm<sup>2</sup> on sweatshirts, T-shirts and jackets.

The name/Logo of a national sponsor may be displayed, according to the same dimensions as set out above, instead of one of the national team or Member Federation Logo or flag on the national vest/leotard provided that such national sponsor is not a competitor of a Sponsor of the IAAF or of the event. For the purpose of avoiding such conflicts, Member Federations must seek and receive prior approval from the IAAF.

Should an athlete wear two pieces of clothing of the same nature during the Competition, e.g., T-shirt under a Vest and/or leggings under a pair of shorts, **the under garment, if visible, must be clean and free of any markings.**

### 9.6 Call Room Procedures

The Call Room is situated at the exit of the teams' changing area (see map in Appendix C). All athletes must present themselves at the Call Room not later than 25 minutes before the start of each race and according to the scheduled reporting times as noted below:

Event	Call Room		Arrival at Start Area	Start
	Open	Close		
Mixed Relay (8070)	10:20	10:35	10:54	11:00
U20 Women (5740)	10:55	11:10	11:29	11:35
U20 Men (7570m)	11:30	11:45	12:04	12:10
Women (10025m)	12:20	12:35	12:54	13:00
Men (10025m)	13:20	13:35	13:54	14:00

Athletes who fail to appear on time at the Call Room without a valid reason may be excluded from participating.

Team officials are not allowed to enter the Call Room.

The procedures in the Call Room shall be as follows:

- Identification of Athletes by means of their accreditation and bib number
- Distribution of the transponders
- Checking of Athletes' Uniform
- Checking of shoe spikes. The maximum size allowed are 15mm

Athletes must report to the Call Room wearing their competition uniform and **ready to compete**. Any bags, clothing or personal belongings must be left in the changing area. In case of cold weather athletes shall be allowed to take with them their uniform's track suit

top and / or trousers which they will then have to drop-off in the Call Room. Athletes will have to collect their clothes in the Call Room after their competition.

After leaving the Call Room, athletes will move directly towards the Start Area where there will be the opportunity for a last warm-up on the course.

### **9.7 Line up for the Start**

The Technical Delegate will determine the teams and athletes who will be in the front row. The remaining teams and athletes shall line up behind the front row at random.

There will be pre-calls at 5 minutes, 3 minutes and 1 minute before the start.

### **9.8 Starter's Commands**

The starter's commands will be given in English. The following commands will be used:

- "On your marks"
- Firing the gun

### **9.9 Timing**

Official timing will be provided by SEIKO with transponders. Two transponders will be delivered to each athlete in the call room. Athletes must wear one transponder on each shoe. Volunteers will help athletes to place the transponders. At the exit of the Call Room, a control mat will be placed in order to check the good functioning and placement of the transponders.

### **9.10 Post Competition Procedures**

All athletes, upon completion of their event, must proceed to the Mixed Zone located just ahead of the finish line, where they will meet with media for flash interviews.

At the end of the Mixed Zone:

- athletes shall be asked to return the transponder
- athletes selected for doping control shall be notified by a doping control officer
- medal winners shall be notified accordingly and eventually escorted to the Medal Ceremonies waiting area

Flash interviews with TV and radio will be conducted immediately after each race in the Mixed Zone, followed by short interviews with written press. Press Conferences will be conducted with all the medallists.

### **9.11 Scoring and Ties**

In all races (except the mixed relay) four finishers shall score.

Each race shall be scored separately. The team results shall be decided by the aggregate of places recorded by the scoring athletes of each team. The team with the lowest aggregate of points will be judged the winner. If a team fails to finish with a complete scoring team, the runners finishing shall be counted as individuals in the race result and be eligible for the individual awards.

In assessing the aggregate, no adjustment to the scoring of the finishing teams shall be made in respect of any non-scoring team runners or of individual entries.

In the event of a tie, it shall be resolved in favour of the team whose last scoring member finishes nearer to first place.

Scoring for the Mixed Relay shall be by finishing order of the team.

### 9.12 Medal Ceremonies

Gold, Silver and Bronze medals shall be presented to the first, second and third placed athletes in each individual event and placed teams respectively, who shall mount the awards podium.

Participants who did not finish the race or were disqualified shall not mount the awards podium and shall not receive a medal.

The athletes must wear their delegation's official uniform at Medal Ceremonies. During the playing of the anthem and the raising of the flags, they shall face the flags and conduct themselves in a dignified manner at all times.

### 9.13 Protests and Appeals

Protests and Appeals shall be handled according to IAAF Rule 146, an extract of which appears hereunder. Protests and appeals shall be handled by the TIC.

#### 9.13.1 Protests

Protests concerning the result or conduct of an event shall be made within 30 minutes of the official announcement of the result of that event. The Organising Committee of the competition shall be responsible for ensuring that the time of the announcement of all results is recorded.

Any protest shall be made orally to the Referee by an athlete, by someone acting on his behalf or by an official representative of a team.

If the Referee makes a decision, there shall be a right of appeal to the Jury. Where the Referee is not accessible or available, the protest should be made to him through the Technical Information Centre.

#### 9.13.2 Appeals

An appeal to the Jury of Appeal must be made within 30 minutes:

- (a) of the official announcement of the amended result of an event arising from the decision made by the Referee; or
- (b) of the advice being given to those making the protest, where there is no amendment of any result.

It shall be in writing, signed by a responsible official on behalf of the athlete or team, and shall be accompanied by a deposit of USD 100, or its equivalent, which will be forfeited if the appeal is not allowed.

Note: The relevant Referee shall, after his decision on a protest, immediately inform the TIC of the time of the decision. If the Referee was unable to communicate this orally to the relevant team(s) /athlete (s), the official time of the announcement will be that of posting the decision at the TIC.

### 9.14 Competition Awards

The Prize Money at the IAAF World Cross Country Championships will be as follows:

#### Senior Races:

Individual				Team							
1 <sup>st</sup>	USD	30,000	4 <sup>th</sup>	USD	7,000	1 <sup>st</sup>	USD	20,000	4 <sup>th</sup>	USD	10,000
2 <sup>nd</sup>	USD	15,000	5 <sup>th</sup>	USD	5,000	2 <sup>nd</sup>	USD	16,000	5 <sup>th</sup>	USD	8,000

3<sup>rd</sup> USD 10,000    5<sup>th</sup> USD 3,000    3<sup>rd</sup> USD 12,000    6<sup>th</sup> USD 4,000

Mixed Relay (per Team):

1<sup>st</sup> USD 12,000  
2<sup>nd</sup> USD 8,000  
3<sup>rd</sup> USD 6,000  
4<sup>th</sup> USD 4,000

Payments will be made following confirmation of doping control tests and submission of complete Award Forms with full bank details. The individual Award Form can be downloaded from the IAAF website ([www.iaaf.org/competitions/iaaf-world-cross-country-championships](http://www.iaaf.org/competitions/iaaf-world-cross-country-championships)) and is also available in Appendix F. Additionally, copies will be available on site through the IAAF Competitions Department Staff. Unless otherwise advised by the relevant Member Federation, payments of Team and Relay Awards will be made directly to the Member Federation's Account.

By signing the Awards Form, athletes acknowledge and agree to their rights and obligations in regards to the above mentioned Prize Money. Should an athlete's Doping Control results return positive, the awards shall be withheld.

## **10. MEDICAL SERVICES**

### **10.1 General Plan**

During the event there will be a clinic open from 10:00 until 16:00 at the Scandic City Hotel as well as at the course from the day before the competition. Out of clinic opening hours there will be an “on call” doctor available 24 hours calling **+45 4073 9061**.

All the Medical Centres and LOC Medical Teams will be in direct communication by mobile. Contact numbers and emergency phone number will be provided to the teams. All the doctors and nurses will be easily identifiable by their uniforms.

A fully-equipped emergency ambulance will be available on site with a medical team (doctor, nurse or paramedic and driver) during the competition. Ambulances will also be available on-call for hotels and other venues 24 hours a day.

### **10.2 Emergency Contact Numbers**

Emergency Ambulance Phone number: 112.

### **10.3 Medical Services in the Teams’ Hotels**

For medical emergency situations a clinic will be set up at Scandic City Hotel, open on the 27<sup>th</sup> of March from 14:00 until 18:00, on the 28<sup>th</sup> and 29<sup>th</sup> from 10:00 until 16:00 and on the competition day from 17:00 until 20:00. A doctor on call will be available 24 hours during clinic closing times.

At Scandic City Hotel there will be a physiotherapy room with LOC physiotherapists present at the same hours as the Clinic. Out of those hours the room will be open for team medical staff 24 hours a day.

In the other team hotels, a common physiotherapy room will be provided for the teams to set-up their own massage beds.

### **10.4 Medical Services at the Course**

During the competition, emergency medical teams and ambulances will be stationed on the course and at the finish line. A Medical Centre will be set up near the finish line in the Old Manor buildings.

### **10.5 Procedures in case of injury or illness**

In any case of injury or illness, please report to the LOC Doctor on call (the contact number is **+45 4073 9061**), to the LOC Medical centre at the course or at the Clinic at the Scandic City Hotel in order to receive the necessary treatment.

The LOC Medical Services will provide a first aid treatment. Patients requiring further treatment shall be transferred to partner hospitals.

### **10.6 Physiotherapy and Massage Services offered by the LOC**

Medical services, including physiotherapy services, will be offered by the LOC in the Scandic City Hotel and at the course on competition day for those teams that do not have their own medical staff.

### **10.7 Designated Medical Institutions**

The designated partner hospital is Skejby University Hospital (5 km away from the competition venue). Skejby University Hospital has been designated to treat emergency

situations. These include laboratory and imaging diagnostics, fast track access to Accident and Emergency Department and the need for eventual hospitalization.

### **10.8 Other Information**

Emergency medications will be ready for use. Team healthcare staff should anyway be equipped with a supply of medications. If further medications are necessary and subject to availability, necessary medications prescribed by team physicians can be supplied by the LOC medical staff. Other medical prescriptions given by accredited team physicians can be supervised by local medical teams' physicians if requested.

When you bring medicine into Denmark, please be aware that it might be illegal. Certain conditions must be met before you can bring it in legally.

#### **The determining factor is the country you arrive from**

When you import the medicine, it makes a difference if you arrive from an EU/EEA country or a country outside the EU/EEA.

#### **You can import medicine from an EU/EEA country legally**

On arrival from an EU/EEA country, you can import medicine legally if:

- the medicine is for prevention or treatment of diseases in humans,
- the medicine is for your own personal use,
- it is legal to sell the products to private individuals in the country they were bought.

You could be asked to show documentation to prove these conditions are met. We therefore advise you to bring your receipt for the purchase and any prescription.

#### **If you enter from a country outside the EU/EEA, the quantity of the medicine you can bring is limited**

The rules are the same whether you bring in medicine from a country outside the EU/EEA (USA, China, Switzerland, Thailand, etc.) or if you bring in medicine from an EU/EEA country. However, if you enter from a country outside the EU/EEA, you can only bring a quantity corresponding to a maximum of three months use.

So, if you import for example blood pressure medicine from the USA with a recommended dose of 1 tablet daily, you can bring a maximum of 90 tablets on entry into Denmark from the USA.

You could be asked to show documentation to prove these conditions are met. We therefore advise you to bring your receipt for the purchase and any prescription.

#### **If the medicine you bring contains doping substances or euphoriant substances**

Special rules apply to the import of medicine that contains doping or euphoriant substances. You can read more about this in our information on import of medicines containing doping substances or euphoriant substances.

#### **Your responsibility**

When you import medicine, it is your responsibility to ensure the import is legal.

Ask us if you are not sure if the product is a medicine or if you are allowed to import it to Denmark.

**You risk to be fined if you violate the rules**

If you import medicines illegally, you can be prosecuted for violating the rules and you risk to be fined.

The IAAF Medical Delegate will be available for any further request or information.

## **11. DOPING CONTROL**

Doping Control will be conducted according to the IAAF Rules and IAAF Anti-Doping Regulations (latest editions available on the IAAF website) and under the supervision of the IAAF Anti Doping Delegate.

Both blood and urine doping control testing will be carried out in Doping Control Stations located in the athletes' hotels and at the competition venue.

The IAAF Anti Doping Delegate will be available for any further request or information.

## **12. DEPARTURES**

Unless special arrangements have been made directly with the LOC, all teams are expected to leave Aarhus on Sunday 31 March. Before leaving the hotel please make sure you check-out at the front desk and settle any extras (minibar, telephone, laundry, etc.).

Bus departure times for the airport, based on the flight information provided at the time of the Final Entries, will be displayed at the CID on Saturday evening. If you have any change to your departure flight, make sure you inform the LOC immediately.

- All Member Federations are entitled to a basic quota of one male and one female athlete.
- According to the results achieved in the best two of the three previous editions of the competition, the following Member Federations benefit from a higher quota as below:

**Men**

8	AUS, ERI, ETH, KEN, UGA, USA
7	ALG, CAN, GBR, RSA
6	BRN, ESP, JPN, TAN
5	CHN, MAR, PER, RWA
4	BDI, FRA, ITA, SUD
3	BRA, MEX, ZAM

**Women**

8	ETH, JPN, KEN, UGA, USA
7	CAN, ERI, GBR
6	AUS, ESP, PER
5	ALG, BRN, RSA
4	CHN, FRA, MAR
3	BDI, ZIM

**Host**

DEN

- The maximum number of quota places per race remains 4 (number of scoring athletes), regardless of the number of athletes entered (applies also in case of additional quota places for Continental Champions – see below)

**CONTINENTALCHAMPIONS**

All the Area Associations will organise Continental Cross Country Championships. For Individual and Team Continental Champions participating in the corresponding four races of the IAAF World Cross Country Championships, specific travel and accommodation grants shall be administered as follows:

**Individual Competitions** – the Continental Champion of each individual event shall always benefit from a 100 % travel and accommodation grants.

**Team Competitions Accommodation Grant** – the Continental Champions (up to a maximum of four athletes in each race) of each team event shall always benefit from the accommodation grant.

**Team Competitions Travel Grant** – the Continental Champions (up to a maximum of four athletes in each race) of each team event shall always benefit from a 50 % travel grant. The travel grant will be increased to 100% if:

- The following minimum number of teams competed (with four athletes to score) in the corresponding event at the Continental Championships:
  - Africa 11 teams
  - Asia 9 teams
  - Europe 10 teams
  - NACAC 6 teams
  - Oceania 4 teams

- South America 3 teams
- OR if the team in question finishes in the first half of the IAAF World Cross Country Championships.

If the Champions are not entered, the benefit will not be extended to second place.

**The concerned Continental Associations must send the results of these competitions to the IAAF ([statistics@iaaf.org](mailto:statistics@iaaf.org)) by 18 March 2019 in order for the financial benefit to be implemented.**

### **Mixed Relay**

- All Member Federations receive a quota of two athletes for the Mixed Relay.

## VISA INFORMATION

## APPENDIX B

Exemptions may occur when holding a biometric/non-biometric passport, diplomatic, special or service passports, and for third country nationals living abroad.

Federation	Code	Area	Do not need visas	Visas & DEN Embassy	Visas & No DEN Embassy
AFGHANISTAN	AFG	ASI		X	
ALBANIA	ALB	EUR	X		
ALGERIA	ALG	AFR			Embassy of Norway
AMERICAN SAMOA	ASA	OCE	X		
ANDORRA	AND	EUR	X		
ANGOLA	ANG	AFR			Embassy of Norway
ANGUILLA	AIA	NAM	X		
ANTIGUA & BARBUDA	ANT	NAM	X		
ARGENTINA	ARG	SAM	X		
ARMENIA	ARM	EUR			Embassy of Lithuania
ARUBA	ARU	NAM	X		
AUSTRALIA	AUS	OCE	X		
AUSTRIA	AUT	EUR	X		
AZERBAIJAN	AZE	EUR			Embassy of Norway
BAHAMAS	BAH	NAM	X		
BAHRAIN	BRN	ASI			VFS outsourcing Office
BANGLADESH	BAN	ASI		X	
BARBADOS	BAR	NAM	X		
BELARUS	BLR	EUR			Visa Application Office or Danish Embassy in Russia
BELGIUM	BEL	EUR	X		
BELIZE	BIZ	NAM			Danish Mission in Mexico
BENIN	BEN	AFR			Danish Mission in Nigeria
BERMUDA	BER	NAM			Danish Mission in New York
BHUTAN	BHU	ASI			Royal Honorary Consulate Office of Denmark in Bhutan or Danish Embassy in New Delhi, India
BOLIVIA	BOL	SAM			Danish Embassy in Colombia
BOSNIA-HERZEGOVINA	BIH	EUR	X		
BOTSWANA	BOT	AFR			Embassy of Germany

Federation	Code	Area	Do not need visas	Visas & DEN Embassy	Visas & No DEN Embassy
BRAZIL	BRA	SAM	X		
BRITISH VIRGIN ISLANDS	IVB	NAM	X		
BRUNEI	BRU	ASI	X		
BULGARIA	BUL	EUR	X		
BURKINA FASO	BUR	AFR		X	
BURUNDI	BDI	AFR			Danish Mission of Kenya
CAMBODIA	CAM	ASI			Danish Mission in Thailand or Vietnam
CAMEROON	CMR	AFR			Consulate or Embassy of France
CANADA	CAN	NAM	X		
CAPE VERDE ISLANDS	CPV	AFR			Danish Mission in Mali or Morocco
CAYMAN ISLANDS	CAY	NAM	X		
CENTRAL AFRICAN REPUBLIC	CAF	AFR			Embassy of France
CHAD	CHA	AFR			Danish Mission in Burkina Faso
CHILE	CHI	SAM	X		
CHINESE TAIPEI	TPE	ASI	X		
COLOMBIA	COL	SAM	X		
Commonwealth of DOMINICA	DMA	NAM	X		
COMOROS	COM	AFR			Danish Embassy in Tanzania
CONGO	CGO	AFR		X	
COOK ISLANDS	COK	OCE	X		
COSTA RICA	CRC	NAM	X		
CROATIA	CRO	EUR	X		
CUBA	CUB	NAM			Embassy of Sweden
CYPRUS	CYP	EUR	X		
CZECH REPUBLIC	CZE	EUR	X		
DEM. REP. OF SAO TOME E PRINCIPE	STP	AFR	X		
DEMOC. REPUBLIC OF CONGO	COD	AFR			Danish Consulate in Lubumbashi or Embassy of Denmark in Uganda
DENMARK	DEN	EUR			
DJIBOUTI	DJI	AFR			Danish Mission in Ethiopia
DOMINICAN REPUBLIC	DOM	NAM			Embassy of France
DPR OF KOREA	PRK	ASI			Swedish Embassy
TIMOR LESTE	TLS	ASI	X		

<b>Federation</b>	<b>Code</b>	<b>Area</b>	<b>Do not need visas</b>	<b>Visas &amp; DEN Embassy</b>	<b>Visas &amp; No DEN Embassy</b>
ECUADOR	ECU	SAM			Swedish Application Centre
EGYPT	EGY	AFR		X	
EL SALVADOR	ESA	NAM	X		
EQUATORIAL GUINEA	GEQ	AFR			Embassy of Denmark in Nigeria
ERITREA	ERI	AFR			Danish Mission in Kenya
ESTONIA	EST	EUR	X		
ETHIOPIA	ETH	AFR			Danish VFS Application Centre
F Y REP. OF MACEDONIA	MKD	EUR	X		
FIJI	FIJ	OCE			Danish Mission in Australia or Philippines
FINLAND	FIN	EUR	X		
FRANCE	FRA	EUR	X		
FRENCH POLYNESIA	PYF	OCE	X		
GABON	GAB	AFR			Danish Mission in Burkina Faso
GEORGIA	GEO	EUR	X		
GERMANY	GER	EUR	X		
GHANA	GHA	AFR		X	
GIBRALTAR	GIB	EUR		X	
GREAT BRITAIN & N.I.	GBR	EUR	X		
GREECE	GRE	EUR	X		
GRENADA	GRN	NAM	X		
GUAM	GUM	OCE	X		
GUATEMALA	GUA	NAM	X		
GUINEA	GUI	AFR			Danish Mission in Ghana
GUINEA-BISSAU	GBS	AFR			Danish Mission in Mali or Burkina Faso
GUYANA	GUY	SAM		X	
HAITI	HAI	NAM			Embassy of France
HONDURAS	HON	NAM	X		
HONG KONG, CHINA	HKG	ASI			Embassy of Finland
HUNGARY	HUN	EUR	X		
ICELAND	ISL	EUR	X		
INDIA	IND	ASI		X	+ Outsourcing Visa Application Offices
INDONESIA	INA	ASI		X	
IRAQ	IRQ	ASI			Danish Mission in Iran, Turkey or Saudi Arabia
IRELAND	IRL	EUR	X		

Federation	Code	Area	Do not need visas	Visas & DEN Embassy	Visas & No DEN Embassy
ISLAMIC REPUBLIC OF IRAN	IRI	ASI		X	
ISRAEL	ISR	EUR	X		
ITALY	ITA	EUR	X		
IVORY COAST	CIV	AFR			Visa Application Centre
JAMAICA	JAM	NAM			Danish Mission in Mexico or Colombia
JAPAN	JPN	ASI	X		
JORDAN	JOR	ASI			Embassy of Norway
KAZAKHSTAN	KAZ	ASI			Outsourcing Office or Embassy of Denmark in Moscow
KENYA	KEN	AFR		X	
KIRGHIZSTAN	KGZ	ASI			Danish Mission in Russia, Pakistan or China
KIRIBATI Rep of	KIR	OCE	X		
KOREA	KOR	ASI	X		
KOSOVO	KOS	EUR			Embassy of Norway
KUWAIT	KUW	ASI			Danish Mission in Iran or Saudi Arabia
LAOS	LAO	ASI			Danish Mission in Vietnam or Thailand
LATVIA	LAT	EUR	X		
LEBANON	LBN	ASI		X	
LESOTHO	LES	AFR			Danish Mission in South Africa
LIBERIA	LBR	AFR			Danish Mission in Ghana or Mali
LIBYA	LBA	AFR			Embassy of Germany or Outsourcing Office
LIECHTENSTEIN	LIE	EUR	X		
LITHUANIA	LTU	EUR	X		
LUXEMBOURG	LUX	EUR	X		
MACAO	MAC	ASI			Outsourcing Office in Guangzhou
MADAGASCAR	MAD	AFR			Danish Mission in South Africa
MALAWI	MAW	AFR			Embassy of Norway
MALAYSIA	MAS	ASI	X		
MALDIVES	MDV	ASI			Danish Mission in India, Singapore or Indonesia
MALI	MLI	AFR		X	
MALTA	MLT	EUR	X		
MARSHALL ISLANDS	MHL	OCE	X		

<b>Federation</b>	<b>Code</b>	<b>Area</b>	<b>Do not need visas</b>	<b>Visas &amp; DEN Embassy</b>	<b>Visas &amp; No DEN Embassy</b>
MAURITANIA	MTN	AFR			Danish Mission in Mali or Morocco
MAURITIUS	MRI	AFR	X		
MEXICO	MEX	NAM	X		
MICRONESIA	FSM	OCE	X		
MOLDOVA	MDA	EUR	X		
MONACO	MON	EUR	X		
MONGOLIA	MGL	ASI			Embassy of Germany
MONTENEGRO	MNE	EUR	X		
MONTSERRAT	MNT	NAM	X		
MOROCCO	MAR	AFR		X	
MOZAMBIQUE	MOZ	AFR			Netherlands Embassy
MYANMAR	MYA	ASI			Embassy of Germany
NAMIBIA	NAM	AFR			Embassy of Finland
NEPAL	NEP	ASI			Swedish VFS Application Centre
NETHERLANDS	NED	EUR	X		
NEW ZEALAND	NZL	OCE	X		
NICARAGUA	NCA	NAM	X		
NIGER	NIG	AFR			Danish Mission in Mali or Burkina Faso
NIGERIA	NGR	AFR		X	
NORFOLK ISLAND	NFI	OCE	X		
NORTHERN MARIANA ISLANDS	NMI	OCE	X		
NORWAY	NOR	EUR	X		
OMAN	OMA	ASI			Danish Mission in United Arab Emirates or Saudi Arabia
PAKISTAN	PAK	ASI		X	
PALESTINE	PLE	ASI			Royal Danish representative Office or Outsourcing Office
PANAMA	PAN	SAM	X		
PAPUA NEW GUINEA	PNG	OCE			Danish Mission in Singapore or Indonesia
PARAGUAY	PAR	SAM	X		
PERU	PER	SAM	X		
PHILIPPINES	PHI	ASI		X	
POLAND	POL	EUR	X		
PORTUGAL	POR	EUR	X		
PR OF CHINA	CHN	ASI		X	
PUERTO RICO	PUR	NAM		X	
QATAR	QAT	ASI			Embassy of Hungary

Federation	Code	Area	Do not need visas	Visas & DEN Embassy	Visas & No DEN Embassy
Rep of NAURU - Pacific	NRU	OCE			Danish Mission in Australia, Singapore or Indonesia
Rep of PALAU - Pacific	PLW	OCE			Danish Mission in Singapore or Indonesia
REPUBLIC OF YEMEN	YEM	ASI			Danish Mission of Saudi Arabia or Bahrain
ROMANIA	ROU	EUR	X		
RUSSIA	RUS	EUR		X	
RWANDA	RWA	AFR			Danish Mission in Kenya
SAINT KITTS AND NEVIS	SKN	NAM	X		
SAINT LUCIA	LCA	NAM	X		
SAINT VINCENT	VIN	NAM	X		
SAMOA	SAM	OCE	X		
SAN MARINO	SMR	EUR	X		
SAUDI ARABIA	KSA	ASI		X	
SENEGAL	SEN	AFR			Danish Mission in Mali
SERBIA	SRB	EUR	X		
SEYCHELLES	SEY	AFR	X		
SIERRA LEONE	SLE	AFR			Danish Mission in Mali or Ghana
SINGAPORE	SGP	ASI	X		
SLOVAK REPUBLIC	SVK	EUR	X		
SLOVENIA	SLO	EUR	X		
SOLOMON ISLANDS	SOL	OCE	X		
SOMALIA	SOM	AFR			Danish Mission in Kenya or Ethiopia
SOUTH AFRICA	RSA	AFR		X	
SOUTH SUDAN	SSD	AFR			Danish Embassy in Ethiopia
SPAIN	ESP	EUR	X		
SRI LANKA	SRI	ASI			Embassy of Norway
SUDAN	SUD	AFR			Embassy of Norway
SURINAME	SUR	SAM			Embassy of Netherlands
SWAZILAND	SWZ	AFR			Danish Mission in South Africa
SWEDEN	SWE	EUR	X		
SWITZERLAND	SUI	EUR	X		
SYRIA	SYR	ASI			Danish Mission in Turkey or Lebanon

<b>Federation</b>	<b>Code</b>	<b>Area</b>	<b>Do not need visas</b>	<b>Visas &amp; DEN Embassy</b>	<b>Visas &amp; No DEN Embassy</b>
TAJIKISTAN	TJK	ASI			Danish Mission in China, Pakistan or Russia
TANZANIA	TAN	AFR		X	
THAILAND	THA	ASI		X	
THE GAMBIA	GAM	AFR			Danish Mission in Mali
TOGO	TOG	AFR			Danish Mission in Ghana
TONGA	TGA	OCE	X		
TRINIDAD AND TOBAGO	TTO	NAM	X		
TUNISIA	TUN	AFR			Embassy in Finland
TURKEY	TUR	EUR		X	
TURKMENISTAN	TKM	ASI			Danish Embassy in Russia
TURKS AND CAICOS ISLANDS	TKS	NAM	X		
TUVALU	TUV	OCE	X		
UGANDA	UGA	AFR			Danish Visa Application Centre, VFS Global or Embassy of Denmark in Kenya
UKRAINE	UKR	EUR	X		
UNITED ARAB EMIRATES	UAE	ASI	X		
UNITED STATES	USA	NAM	X		
URUGUAY	URU	SAM	X		
UZBEKISTAN	UZB	ASI			Danish Mission in Russia or Outsourcing Office in Kazakhstan
VANUATU	VAN	OCE	X		
VENEZUELA	VEN	SAM	X		
VIETNAM	VIE	ASI		X	
VIRGIN ISLANDS	ISV	NAM		X	
ZAMBIA	ZAM	AFR			Embassy of Sweden
ZIMBABWE	ZIM	AFR			Embassy of France

**LOC Visa Invitation Letter Request Form** (to be emailed to [cynthia@dansk-atletik.dk](mailto:cynthia@dansk-atletik.dk))

**Member**

**Federation**

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**Contact person**

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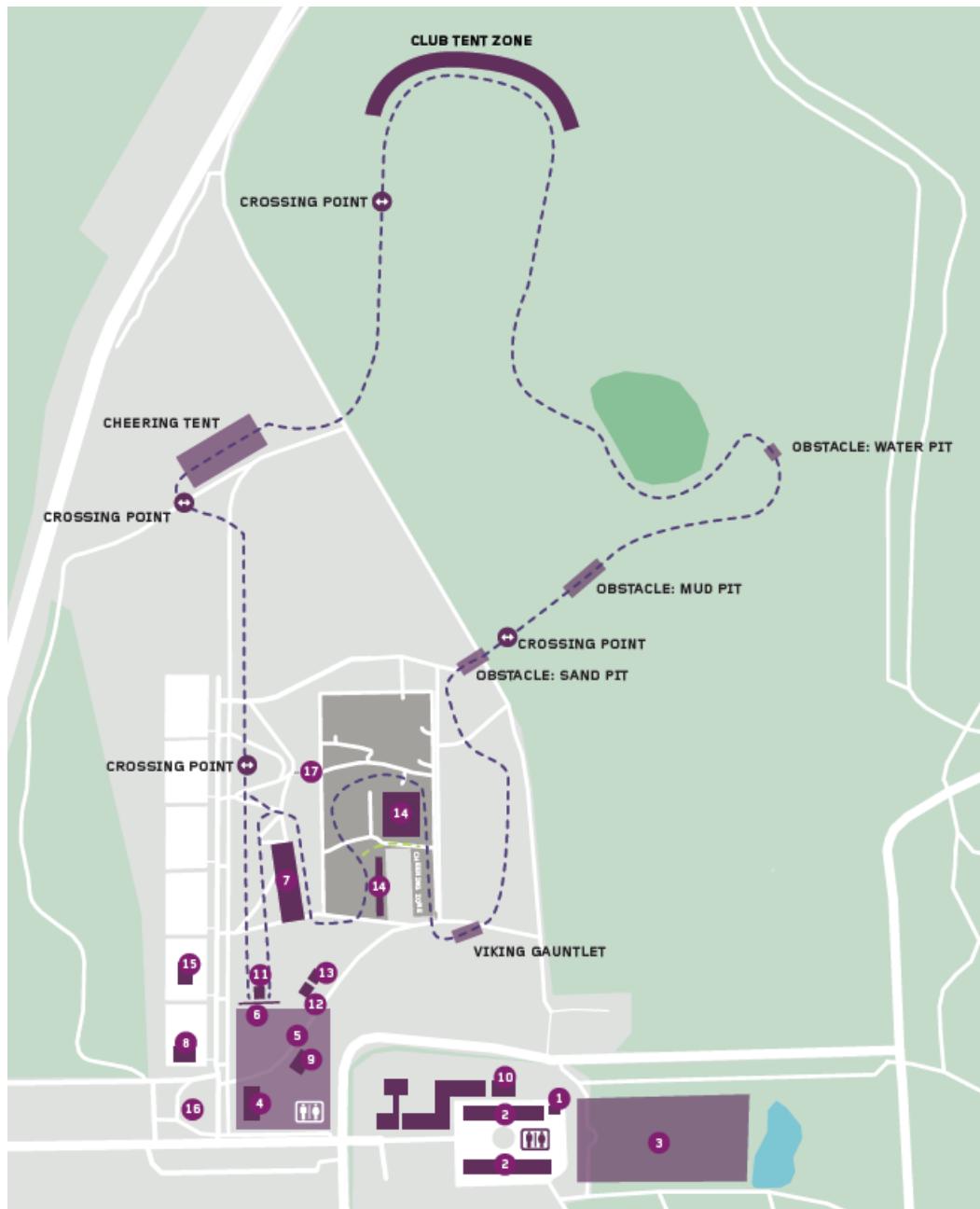
**Contact details**

Tel: \_\_\_\_\_

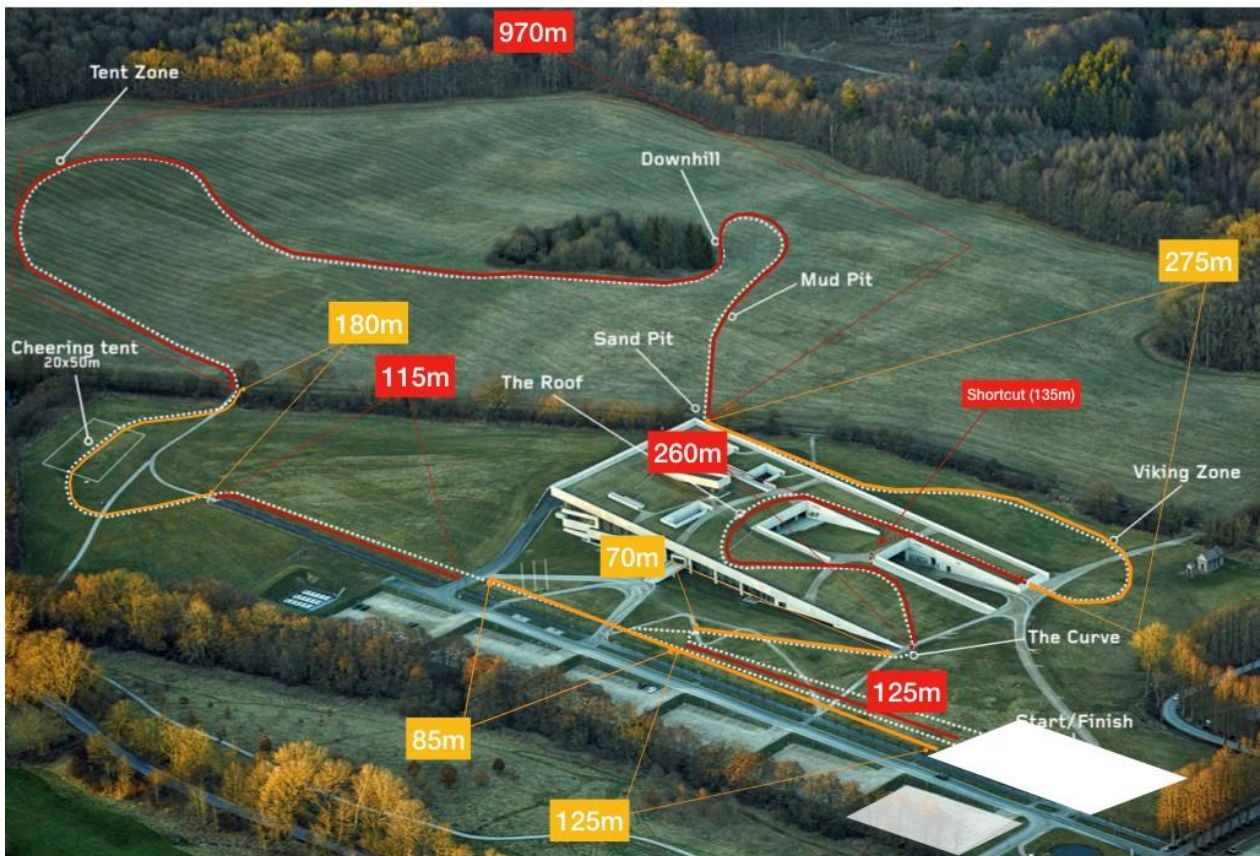
Email: \_\_\_\_\_

1	2	3	4	5	6	7	8	9	10	11	12	Full name	Date of birth *	Place of birth	Gender	Citizenship	Passport number	Place of issue	Passport Date of issue *	Date of expiry *	Function	City of visa application (if applicable)
												(as in passport)										
1																						
2																						
3																						
4																						
5																						
6																						
7																						
8																						
9																						

\* Please use following format for the dates: **day / month / year**



- |  |  |  |   |
|--|--|--|---|
| <p>----- Course</p> <p>----- U20 Women</p> | <ul style="list-style-type: none"> <li>1. TIC</li> <li>2. Team Tents</li> <li>3. Warm Up Area</li> <li>4. Call Room</li> <li>5. Start/Finish Area</li> <li>6. Start/Finish Line</li> </ul> | <ul style="list-style-type: none"> <li>7. Relay Exchange Zone</li> <li>8. Medical Tent</li> <li>9. Mixed Zone</li> <li>10. Doping Control Zone</li> <li>11. Medal Ceremony</li> <li>12. Press Tribune</li> </ul> | <ul style="list-style-type: none"> <li>13. VIP Tribune</li> <li>14. VIP Area</li> <li>15. IAAF + LOC Offices</li> <li>16. Bus Shuttle</li> <li>17. Entrance Museum</li> </ul> |
|--|--|--|---|



Race	Number of laps	Total length	Laps details
U20 Women	3	5740m	2 laps of 1955m + 1 lap of 1830m
U20 Men	4	7570m	2 laps of 1955m + 2 laps of 1830m
Senior Women	5	10,025m	3 laps of 1955m + 2 laps of 2080m
Senior Men	5	10,025m	3 laps of 1955m + 2 laps of 2080m
Mixed Relay	4	8070m	2 laps of 1955m + 2 laps of 2080m

1. I acknowledge that the International Association of Athletics Federations (the "IAAF") is the world governing body of the sport of Athletics. In consideration of the right to compete in International Competitions (as defined in IAAF Rules) sanctioned by the IAAF or any other event or activity sponsored or sanctioned by the IAAF or its Member Federations, Area Associations or authorised bodies,

\_\_\_\_\_ of \_\_\_\_\_  
 [Last Name, First Name] [National Member Federation]

**To be completed and signed by parent or legal guardian if the athlete is a minor**

I am the natural parent or legal guardian of the athlete named above (the "Athlete") who is considered a minor in his or her country and hereby state the following:

- That I am entitled to the full control and custody of the Athlete, and that no guardian of Athlete's person or estate has been appointed by any court.
- That I have read and am familiar with the provisions of this Athlete Acknowledgement, that I am satisfied that this Athlete Acknowledgement is fair, just and equitable, and for the benefit of the Athlete, and that I consent to the execution of this Athlete Acknowledgement by the Athlete, and that said consent shall be deemed sufficient for the purposes of any applicable statute or law.

I hereby acknowledge and agree as follows: -

- 1.1 I am aware of and have reviewed all the IAAF Rules (the "Rules") including but not limited to the IAAF Integrity Code of Conduct and all the IAAF Regulations (the "Regulations") available on the IAAF website at <https://www.iaaf.org/about-iaaf/documents/rules-regulations>. I consent and agree to comply with and be bound by the Rules and the Regulations.
- 1.2 I consent and agree in particular to comply with and be bound by the IAAF Anti-Doping Rules and by the IAAF Anti-Doping Regulations available on the IAAF website at <https://www.iaaf.org/about-iaaf/documents/anti-doping> and the International Standards incorporated into the IAAF Anti-Doping Regulations. I declare that I am not currently using and will not in the future use any substance or method or other practice, or undertake any action, which violates the IAAF Anti-Doping Rules. I undertake to compete in the sport of Athletics drug free at all times.
- 1.3 I am aware of and have had the opportunity to review the Athlete Information Notice available on the IAAF website entitled "Athlete Advisory Notes: Use of Personal Information" at <https://www.iaaf.org/about-iaaf/documents/anti-doping> concerning the use of my personal information by the IAAF. I consent and agree that my personal information may be used by the IAAF in accordance with the Athlete Information Notice.
- 1.4 I consent and agree to any amendments to the Rules, the Regulations, the IAAF Anti-Doping Regulations and the Athlete Information Notice as may be made from time to time and further agree that posting of the new version of each on the IAAF website will be sufficient notice of any such change.
- 1.5 I consent and agree in particular that my Personal Information including without limitation my Sensitive Personal Information (as those terms are defined in the IAAF Anti-Doping Regulations) may be processed for anti-doping purposes in accordance with the IAAF Anti-Doping Rules and the IAAF Anti-Doping Regulations (and the International Standard for the Protection of Privacy and Personal Information incorporated into the Anti-Doping Regulations) by and amongst the IAAF and its Area Associations and Member Federations, the World Anti-Doping Agency, National Anti-Doping Agencies and/or other Anti-Doping Organisations, including, but not limited to, as part of the ADAMS database system.
- 1.6 I agree to be filmed, broadcast, photographed, identified, interviewed and otherwise recorded at or in conjunction with (i) any athletics competitions which the IAAF has sanctioned, including but not limited to the World Championships in Athletics and other World Athletics Series Competition ("IAAF Events") or (ii) any sporting or non-sporting event or commercial partner or sponsor ("IAAF Partner") activation related to or ancillary to any IAAF Event, activity or property ("Ancillary Events") by means of any and all media throughout the world in perpetuity.

**ATHLETE ACKNOWLEDGE AND AGREEMENT – page 2 of 2**

- 1.7 I hereby assign with full title guarantee in perpetuity to the IAAF, all rights of any nature in any image, photograph, or moving image ("**Footage**") taken of me by or on behalf of the IAAF or any IAAF Partner or broadcaster at any IAAF Event or Ancillary Event. I further agree that the Footage or other representations of the Footage, may be used:
  - 1.7.1 by the IAAF and/or any Local Organising Committee for any purpose related to the promotion of the IAAF, any Member Federation and such Local Organising Committee; and
  - 1.7.2 by an IAAF Partner on a free of charge worldwide basis, limited for the purpose of promoting the IAAF Partner's sponsorship of or demonstrating the IAAF's Partner's commercial partnership with the IAAF or IAAF Event or Ancillary Event, provided always that any such use of my image, name or likeness by the IAAF Partner shall:
    - a. be limited to the Footage taken or recorded whilst participating in the IAAF Event or Ancillary Event;
    - b. not constitute an endorsement of the IAAF Partner's products and services by me; and
    - c. not be altered in any way, shape or form, including but not limited to sponsor logos, or other branding.
- 1.8 I additionally consent to the use and reproduction of my image, name and likeness in merchandise and publications relating to the IAAF, IAAF Events or Ancillary Events provided always that such merchandise or publication is primarily related to the promotion and support of such IAAF Event or Ancillary Event itself as opposed to featuring me personally for commercial purposes.
- 1.9 I shall not grant any rights to use or utilise my name, signature, photograph, likeness, reputation, image and identity or endorse any product or service in trade or commerce in such a way as to connote the sponsorship, approval or affiliation of the IAAF or any events conducted by or affiliated with the IAAF without the prior written permission of the IAAF.
- 1.10 I agree that under no circumstances, throughout the duration of the IAAF Event or Ancillary Event to which I participate as an athlete, may I act as a media commentator on other athletes, nor will I post or contribute any commentary, text or photographs to any website or blog during the IAAF Event or Ancillary Event (other than non-derogatory posts on my own personal social media accounts, including but not limited to Facebook, Twitter, SnapChat, Instagram, my personal blog/website or any other such personally based social media that has yet to be invented), without the express permission of the IAAF.
- 1.11 I will not allow my sponsors to use images for commercial purposes (still or moving) of me competing in IAAF Events, without having prior written approval of the IAAF, such approval being deemed given if not received within ten (10) days following my notification to the IAAF.
- 1.12 I acknowledge that I have had the opportunity to take legal advice before signing this Agreement.
- 1.13 I acknowledge and agree that any dispute arising out of a decision made pursuant to the Rules may be appealed exclusively as provided in the Rules to the Court of Arbitration for Sport (CAS). I acknowledge and agree that all decisions of CAS under the Rules shall be final and binding and that I will not bring any claim, arbitration, lawsuit or litigation in any other court or tribunal.
- 2. Unless renewed upon the IAAF's request at any time, this Agreement shall be of indefinite duration and shall terminate only upon my retirement from Athletics.
- 3. This Agreement shall be governed by and construed in accordance with the Laws of Monaco. I acknowledge that, by signing this Acknowledgement and Agreement, I have read and understand this Acknowledgement and Agreement and that it is legally binding.

Date: .....


Name: .....  
[Print Last Name (in Capitals), First Name]

Date of Birth: .....  
[Day/Month/Year]

Signature: .....

Please return this form by email: [athletes-agreement@iaaf.org](mailto:athletes-agreement@iaaf.org)

Athletes	Subsidised Officials (55%)	Non-subsidised Officials (25%)
1	1	1
2	2	1
3	2	1
4	3	1
5	3	2
6	4	2
7	4	2
8	5	2
9	5	3
10	6	3
11	7	3
12	7	3
13	8	4
14	8	4
15	9	4
16	9	4
17	10	5
18	10	5
19	11	5
20	11	5
21	12	6
22	13	6
23	13	6
24	14	6
25	14	7
26	15	7
27	15	7
28	16	7
29	16	8
30	17	8
31	18	8
32	18	8

	<p>IAAF/MIKKELLER WORLD CROSS CHAMPIONSHIPS AARHUS, DEN – 30 March 2019</p>	<p><i>IAAF/Mikkeller World Cross Country Championships™ Aarhus 2019</i></p>
<p>INDIVIDUAL AWARD FORM (Senior Races only)</p>		

NAME OF AWARD WINNER: \_\_\_\_\_

RACE: M/F \_\_\_\_\_ POSITION: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

I would like my Aarhus World Cross Championships' Award to be paid to (Please tick the box corresponding to your choice):

- My Authorised Athletes' Representative (name) .....  ...
- Me personally (please provide details below) .....  ...
- Or to my National Member Federation or Area Association .....  ..

**In case of choice 1 or 2 please print in block letters the bank details hereunder:**

BANK NAME: \_\_\_\_\_

Bank Branch Address (street and number): \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ Country: \_\_\_\_\_ Zip code: \_\_\_\_\_

ACCOUNT OWNER (Beneficiary, pay to:) \_\_\_\_\_

ACCOUNT NUMBER: \_\_\_\_\_

IBAN CODE: \_\_\_\_\_

BANK CODE: \_\_\_\_\_

SWIFT CODE: \_\_\_\_\_

Signature of the Athlete: \_\_\_\_\_

Please return this form before **30 April 2019** to the IAAF Competitions Department:  
[awards@iaaf.org](mailto:awards@iaaf.org)