

**Minnesota Long Distance Running**  
**APPLICATION FOR RECOGNITION OF**  
**ROAD RACE PERFORMANCES**

**THE COURSE**

The **race** known as \_\_\_\_\_, was run on the **date** of \_\_\_\_\_ on **course number** MN- \_\_\_\_\_, as **certified** over the **distance** of \_\_\_\_\_.

Was the course monitored to prevent "course cutting"?  **YES**  **NO**

If the course was out and back, what provisions were made to ensure that all runners ran to the turnaround? \_\_\_\_\_

(signed) \_\_\_\_\_, Course Director

**DISQUALIFICATIONS**

Were any competitors disqualified for cheating?  **YES**  **NO** If so, please list them and the reasons for their disqualification on a separate sheet.

**THE START**

The start of the above race was a "fair start" in accordance with USATF rule 60 (all competitors behind the starting line when the starting signal was given).

(signed) \_\_\_\_\_, Starter

**TIMING DEFINITIONS**

An "official watch" is any timepiece (including a printing timer) started with the gun. The "primary timing device" is what is used to provide times for the bulk of the finishers. If it is started with the gun, it is both an official watch and the primary timing device. **YOU MUST USE AT LEAST THREE "OFFICIAL WATCHES." AND RECORD THEIR RESULTS FOR THE FIRST FINISHER.**

A "stopped time" is a time recorded by either a printing timer or a watch that is either actually stopped or made to show a split time. **FOR AN OPEN RECORD, AT LEAST TWO STOPPED TIMES MUST BE RECORDED; FOR AN AGE-GROUP RECORD, ONE STOPPED TIME IS SUFFICIENT, SO LONG AS TWO STOPPED TIMES ARE RECORDED ON THE FIRST FINISHER.** You should also record stopped times from all your official watches and the primary timing system for the last finisher, as a check.

A "running time" is one recorded by a watch that is not stopped (e.g., the finish-line clock). Running times can be used to record the times of selected finishers (usually identified by number). Such "SELECT TIMES" (i.e., records of times and ID numbers on selected finishers) are necessary to check that the non-winning times recorded by the primary timing system are assigned to the right runners. **AGE-GROUP RECORDS BY NON-WINNING RUNNERS WILL BE ACCEPTED ONLY IF A SELECT TIMING SYSTEM IS USED.** Most age-group records are, of course, set by runners who did not come in first.

In some large races, times are not all recorded individually, but are "interpolated" between select times. The correct procedure is to **ASSIGN EACH RUNNER THE NEXT HIGHER INDIVIDUALLY RECORDED SELECT TIME.**

**SELECT TIMING**

Was "select timing" used to verify that stopped times were properly matched to non-winning runners?

**YES**  **NO** Please enclose attached Select Time sheet or appropriate print-out with your results.

Were you able to time each runner individually?  **YES**  **NO** If not, did you assign each non-timed runner the next higher "select time"?  **YES**  **NO** If you interpolated, distinguish on your results between actually recorded times and interpolated times.

**TIMING**

Number of "official watches" (timepieces started with the gun): \_\_\_\_\_

Type of "primary timing system" (device used to time all finishers): \_\_\_\_\_

Was it started with the gun?  YES  NO

NOTE: If ChampionChip or the like was used, remember only "gun" times are usable for record-keeping purposes.

Report below FRACTIONS OF SECONDS recorded by the various watches for the **first finisher's time**. For the official results of all other finishers, report full seconds only, **ROUNDING UP FRACTIONS OF SECONDS TO THE NEXT FULL SECOND** (e.g., 29:59.1 and 30:00.0 are both reported as 30:00); we can then be sure that the runners ran at least as fast as reported.

Time of winner, watch #1: \_\_\_\_\_:\_\_\_\_\_:\_\_\_\_\_.\_\_\_\_\_ (signature of timer)

Time of winner, watch #2: \_\_\_\_\_:\_\_\_\_\_:\_\_\_\_\_.\_\_\_\_\_ (signature of timer)

Time of winner, primary: \_\_\_\_\_:\_\_\_\_\_:\_\_\_\_\_.\_\_\_\_\_ (signature of timer)

Number of finish lines open simultaneously: \_\_\_\_\_

If more than one, were separate timers used for each?  YES  NO

NOTE: If multiple finish lines were open simultaneously (one for men and one for women, for example), the preferred procedure is to use a single multi-lane timer. If separate timers were used for each, provide stopped times on the first finisher in each finish line.

The times reported are accurate and timing was done in accordance with USATF rule 37 (times recorded when torso of finisher reached finish line).

(signed) \_\_\_\_\_, Chief Timer

**STATISTICS**

Number of finishers: \_\_\_\_\_ men \_\_\_\_\_ women

(signed) \_\_\_\_\_, Chief Scorer

Please complete this form and send it to:

**Mike Setter**

**3708 W. 32<sup>nd</sup> St. #308**

**Minneapolis, MN 55416**

- or scan it and email it to **mike.t.setter@gmail.com**

Email **complete** results of your race (including **first name, last name, age** on race day – not just age group, **gender, Gun Time, home town and state** for **every** finisher) to **mike.t.setter@gmail.com**.

If you have any questions about this form, contact Mike Setter at 612.927.0403 or **mike.t.setter@gmail.com**.

Thank you.