

Registering athletes and assigning numbers on race day - A guide for team managers

Please register and assign numbers to as many of your athletes as you can before race day.

I suggest you email yourself or print out a list of athletes on the morning of the race, as this may be more up-to-date than the list we give you.

At the fixture, the first manager to arrive at registration will pick up an envelope for your club that contains all the club numbers and pins. We will also include a printed list of athletes who had a number assigned by early Friday evening. The bottom of this document will also show up to a maximum of 20 unassigned numbers.

There are two options if you need to register and assign a number to an athlete on race day.

1) The online registration system is usable from a smartphone in landscape mode. The styling is not great, and the race drop-down looks too small, but it does work. You can select a race and then register and assign a number to an athlete before the start if you feel comfortable using the system on your phone.

2) At registration, we will have a folder that lists a maximum of 20 unassigned numbers per club. Check the printed list of athletes from the envelope we gave you at registration, and take the unassigned numbers you want to use to the registration desk. They will fill in the name, race, and age category. Also, let them know if the athlete is also representing a University.

Once this is done, write the athlete's name on the number and then give it to them.