



TRIATHLON  
**SCOTLAND**

EVENT LEVY GUIDANCE

## Event Levies Explained

Each event permitted by Triathlon Scotland is charged a levy for every participant who comes to the start line. The amount charged depends on the type and distance of the event. Whilst levies requested from permitted events are a direct contribution toward the cost of insurance, it is not the sole purpose of the levy. Levy funds contribute towards marketing your event and ensuring a bright future for triathlon in Scotland. Some of the projects supported by event levy fees include:

- Event registration administration
- Events support and guidance
- Event marketing and profile
- Website development and hosting
- Event organisers course and annual conference
- Development of Technical Officials
- Profile raising through Championship events delivery
- Branding, resources and special projects
- Volunteer development

## 1. Youth Events

For all events catering for Tristar/Youth participants aged 16 and under, the levy is **£1**. The levy is applicable to all Tristar/Youth triathlon, duathlon, aquathlon and aquabike events.

For the avoidance of doubt, age 16 is turning 16 in the current year. Levies are charged for competitors who come to the start line. Competitors recorded as a 'did not start' (DNS) will not be charged a levy. If competitors do not hold a Home Nation Race Licence, the levy is still £1.

### Example:

A Youth Aquathlon has 47 entries. 40 have a Home Nation Race Licence, 7 do not.

*All racers who entered, start the race. The Race Organiser will pay*

*Youth Aquathlon*

*47 x £ 1.00 = £ 47.00*

**Total:**

**= £47.00**

## 2. Novice triathlon, duathlon, aquathlon and aquabike events

Novice events are defined as comprising a 400m swim, 10km cycle, 2.5km run, or less. ITU format 4x4m team relay races are also considered novice events. Races with distances longer than those

noted above in 2 or more disciplines will not be considered as novice races. To calculate levies for distances longer than novice, please refer to section 3.

All Duathlon events shorter than standard distance 10km run, 40km cycle, 5km run will be defined as novice events. All Aquathlon events equal to or shorter than 750m swim, 5km run will be defined as novice events. All aquabike events irrespective of distance will be defined as novice events.

Levies are only charged for competitors who come to the start line. Competitors recorded on results as a 'did not start' (DNS) will not be charged a levy. For all novice events defined above, the levy is **£2**.

#### **Example:**

A winter Duathlon race 5km run, 15km cycle, 2.5km run has 75 entries. 50 entrants hold a Home Nation Race Licence, 25 do not.

<i>Novice Competitors:</i>	$75 \times £ 2.00 = £ 150.00$
<b>Total:</b>	<b>= <u>£150.00</u></b>

### **Sprint, standard, middle and long distance triathlon events. Standard and long distance duathlon and aquathlon events.**

For the race distances noted above, there is a levy of **£2** payable against every competitor who comes to the start-line. Competitors recorded as a 'did not start' (DNS) will not be charged a levy.

Competitors who do not have a current Home Nation Race Licence will be levied a further **£6** per person.

#### **Example:**

A sprint triathlon event has 180 competitors of which 135 are Home Nation Race Licence Holders and 45 are not.

*The Race Organiser will pay:*

<i>Individual Home Nation Licence Holders</i>	$135 \times £2.00 = £270.00$
<i>Individual without Home Nation Licence</i>	$45 \times (£2.00+£6.00) = £360.00$
<b>Total:</b>	<b>= <u>£630.00</u></b>

### **Team Event Levies**

A team consists of two or three people who co-operate to complete an event, each undertaking a different section of the triathlon. For the avoidance of doubt, team event levies explained here do

not relate to ITU format 4 x 4 relay events (see section 2 above for levy details for 4 x 4 relay events).

Teams of 2 or 3 people shall be considered as one person and so will be charged a levy based on the type of event and distance of event noted above. If one member of the team is a member of triathlonscotland, then the team levy will be as per individual members of triathlonscotland.

Levies are only charged for competitors who come to the start line. Competitors recorded on results as a 'did not start' (DNS) will not be charged a levy.

### Example:

*A standard distance triathlon race has 120 individual competitors and 5 teams. 80 individual competitors are Home Nation Licence Holders, and 40 are not. 4 of the teams have competitors who are Home Nation Licence Holders. One team has no Home Nation Licence Holders*

<i>Individual Home Nation Licence Holders</i>	<i>80 x £2.00 = £160.00</i>
<i>Individual without Home Nation Licence</i>	<i>40 x (£2.00+£6.00) = £320.00</i>
<i>Teams with a Home Nation Licence Holder</i>	<i>4 x £2.00 = £8.00</i>
<i>Teams without a Home Nation Licence Holder</i>	<i>1 x (£2.00+£6.00) = £8.00</i>
<b>Total:</b>	<b>= <u>£496.00</u></b>

## Scottish Championship events

Events designated as Scottish Championships will be required to pay an extra £1.00 for every competitor who comes to the start line in the Championships race, whether they are a home nation member, or not.

### Levy Payment Terms

As introduced in 2012, Triathlon Scotland will continue to use your race results to calculate the levy payable and will issue an invoice to the registered race organiser for payment within 14 days of the receipt of the results. Race organisers should raise any queries regarding the calculation of levies upon receipt of the invoice. If a query is not raised within 7 days of receipt of the invoice then the invoice will be deemed to be accurate and payable in full.

Triathlon Scotland often experiences slow & late payment of the levies. This practise will not be allowed to continue without a **financial penalty** being incurred by the Race Organiser if the rule set below is not followed:

#### The Rule

All Levy Payments must be lodged with the Triathlon Scotland Administrator ([admin@triathlonscotland.org](mailto:admin@triathlonscotland.org)) no later than **14 days** after the receipt of the invoice unless by **prior arrangement**, dispensation has been given to pay at the end of the season or after a group of events being run fairly close together. Other extenuating arrangements, for example Council Payment process, may be accepted but only with **prior arrangement** confirmed in writing with the Triathlon Scotland Events & Marketing Manager

## **The Penalty**

For non compliance,

Where payment is outside the above timescale with no prior arrangement in place, a surcharge of 50% of the Participation Fee for all competitors going to the start line for the event(s) will be made.

No further events will be permitted until the arrears, the penalty and all the race data has been received.

If an event is facing financial difficulty then the Race Director must contact the Triathlon Scotland Chief Executive Officer as soon as the depth of the financial situation is known. If appropriate, Triathlon Scotland will seek to agree a payment plan or other suitable arrangement until the levies are repaid in full.

## **Key Contacts**

Triathlon Scotland Events & Marketing Manager : [events@triathlonscotland.org](mailto:events@triathlonscotland.org) / 01786 466928

Triathlon Scotland Administrator : [admin@triathlonscotland.org](mailto:admin@triathlonscotland.org) / 01786 466921

## **Glossary of Terms**

Home Nation Race Licence: A licence to compete issued by one of the Triathlon Home Nation Governing Bodies (England, Wales, Scotland). Full members of Triathlon Scotland will be issued with a race licence as part of their membership benefits.

Participant: Competitors who come to the start line and take part in the event irrespective of whether they finish or not.

TriStar: Competitors aged 8-14 years.

Youth: Competitors aged 15-16 years. NB In Scotland the terms Youth and Tristars are sometimes just termed 'Youth' which would be competitors aged 8-16 years.

Valid: A licence which has been issued by one of the Triathlon Home Nation Governing Bodies of England, Scotland or Wales and which has not surpassed the expiry date.

Team: More than one person who co-operate to complete an event between them.

4 x 4 person relay: Teams of 4 people who all complete a short triathlon event and the times combines.

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