



**TRIATHLON
SCOTLAND**

EVENT LEVY GUIDANCE

Event Levies Explained

Each event permitted by Triathlon Scotland is charged a levy for every participant who has a Home Nation (Triathlon Scotland, Triathlon England or Welsh Triathlon) Core or Ultimate membership package who comes to the start line. The levy is included in the Race Pass fee for those who have bought a Race Pass. 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 work supported by event levy fees include:

- Event registration administration
- Event 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

Glossary of Terms

Home Nation Membership: Core and Ultimate membership of one of the Triathlon Home Nation Governing Bodies (England, Wales, Scotland) includes unlimited Race Passes with 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 TriStar are sometimes just termed 'Youth' which would be competitors aged 8-16 years.

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

Mixed Team relay: Teams of 4 people who all complete a short triathlon event and the times are combined.

1. Youth Events

For all events catering for TriStar / Youth participants aged 16 and under, the levy is **£1** per member. 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 (i.e. age is taken as age on 31st December in the year of competition). 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.

Example:

A Youth Aquathlon has 47 entries. 40 have a Home Nation Core or Ultimate membership package which provides unlimited race passes, 7 do not.

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

Youth Aquathlon	$40 \times £ 1 = £ 40.00$
	$7 \times £ 0 = £ 0.00$
Total:	= <u>£40.00</u>

2. Adult Events

For all adult races, levies will be paid for Home Nation members only, non-members are covered by their Race Pass fee. 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 members, the levy is **£2**.

Example:

A Duathlon race run has 75 entries. All entrants start, 50 entrants hold a Home Nation Core or Ultimate membership package which provides unlimited race passes, 25 do not.

Members:	$50 \times £ 2 = £ 100.00$
	$25 \times £ 0 = £ 0.00$
Total:	= <u>£100.00</u>

4. 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 the World Triathlon Mixed Team relay events (see section 4 below for Mixed Team Relay events).

Teams of 2 or 3 people shall be considered as one person for the purpose of levies only. Each individual participant must hold either a valid Home Nation Core or Ultimate membership or Race Pass. The levy for all relay teams is **£2**.

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 Members, and 40 are not. 4 of the teams have competitors who are Home Nation Members. One team has no Home Nation Members.

Individual Members	$80 \times £2.00 = £160.00$
Relay teams	$5 \times £2.00 = £10.00$
Total:	= <u>£170.00</u>

4. Mixed Team Relay Levies

Mixed Team Relay teams shall be considered as one person, for the purpose of levies only. Each individual participant must hold either a Home Nation membership or Race Pass. The levy for all Mixed Team relay teams is **£2**.

Example:

A Mixed Team Relay has 40 teams enter. 30 of the teams have competitors who are Home Nation Members. 10 teams have no Home Nation Members.

Mixed Team Relay teams	$40 \times £2.00 = £80.00$
Total:	= <u>£80.00</u>

5. Come & Tri Events

Come & Tri (formerly GO TRI) events are not charged a levy for any competitor. For the avoidance of doubt, Come & Tri events are any event with distances **less than** or equal to 300m swim, 12km cycle (15km for duathlon and aquabike), 3km run.

If any discipline exceeds these distances in any event, it will not be considered as a Come & Tri event and will pay levies as defined in sections 2 to 4 above.

6. SwimBikeRun Events

SwimBikeRun events as defined and hosted on the [SwimBikeRun platform](#) will pay no levies and no race pass is required for participants. Insurance is covered through a separate process for these events and participants.

6. Unusual Event Formats (e.g. Super League style multi-race or changed order of disciplines)

Where events do not follow a traditional format (e.g. swim-bike-run for triathlon, swim-run for aquathlon) levies will be considered on a case by case basis, but will typically be considered in line with the adult/youth event guidance above.

For permitting, accurate levy charges and insurance purposes, any event organiser wishing to run an event that follows an unusual format should first consult with Triathlon Scotland.

7. Scottish Championship events

Events designated as Scottish Championships will be required to pay an extra **£1** for every member who comes to the start line in the Championships race.

8. Levy Payment Terms

Triathlon Scotland will 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 payment enquiries must be lodged with Triathlon Scotland (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 Event Manager.

The Penalty:

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, ceo@triathlonscotland.org, 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 Event Manager:
events@triathlonscotland.org / 07515165760

Triathlon Scotland Administrator:
admin@triathlonscotland.org

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