

Guidelines for running an event with Mountain Biking Otago sanction

The Mountain Biking Otago executive committee would like to support local events run by club members, much like we support the building of trails built by club members. As long as the event is not commercial and benefits the mountain biking community, we will do what we can to assist.

Therefore, MBO would like to make it as easy as possible for members with the energy to set-up and run events, to do so. Benefits of running an event with MBO sanction include use of club equipment, as well as liability insurance.

In order to be sanctioned, a minimum standard needs to be met:

- Plans need to be filed with MBO for:
 - Event management
 - Health and safety
 - First aid
- Dates for proposed events need to be presented to the club for inclusion in the event calendar
- Venues need to be booked
 - At least four weeks prior to the event (this gives time for the DCC to properly process the booking)
 - All bookings are to go through the club and the public notified
 - at least 4 weeks in advance for trails where MTBs are usually not allowed
 - at least 1 week in advance for trails where MTBs are usually allowed
- Courses will need to be marked adequately (club equipment will be available to assist with this)
- Rider waivers will need to be completed prior to the commencement of the event
- Rider briefings will need to occur prior to the commencement of the event
- All expenses and income will need to go through MBO accounts
- Acknowledgement of MBO and links to the club on the event website/page
- Results to be sent to the MBO secretary for posting on the MBO website
- Course markings to be removed in a suitable time frame following completion of the event

We can supply templates and are more than happy to assist in whatever way we can in order to get more local events up and running!

As a first point of contact, feel free to email the club secretary at secretary@mountainbikingotago.co.nz

