



TEAM MANUAL

Team Manual

European Athletics Off-Road Running Championships
31 May - 2 June 2024, Annecy, France



European Athletics Off-Road Running Championships 2024 Annecy/FRA



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1. GENERAL INFORMATION

1.1 Host country France

Form of Government: democracy

Location: Western European country

Population: around 67 million inhabitants

Capital city: Paris

Language: French

Telephone Country Code: +33

Electricity specifications: 220V 50 Hz

Currency: Euro

Money exchange: It is possible to change money in Geneva airports at the service "Forexchange" or in the bank offices in Annecy.

1.2 Host city Annecy

History of the city

Annecy is a French city located in the Savoy area, between its famous lake and the north Alps Mountains (at 455m above sea level). It stretches out on an area of 66km², with a population around 183.000 people.

The city has an old and rich history, from its origin as a Gallo-Roman site in the Fins plain, before growing along Annecy-le-Vieux hill. Homeland of the Geneva count in the XII century, capital city of the Geneva county and then one of the two headquarters of Savoy in the Sarde states, Annecy was briefly French from 1792 to 1815 as a military expansion, and definitively attached to France following the 1860 annexion.

The city is also called "Alpine Roma", due to its important role in the catholic reform in the XVI and XVII centuries, or "Alpine Venetia" because of the 3 main rivers flowing through the old city.

Activities in Annecy

Main interest points are the Palais de l'Île, the feudal castle, the Alpin Lakes Regional Observatory, Paccard bells foundry and museum, the scientific exposition of La Turbine and the museum of the famous animation movies festival. But Annecy is also known as a great outdoor sports centre, for trail running, skiing, hike, paragliding... including some famous industries like Salomon or Outdoor Sport Valley, and welcome some world known events like the Maxirace, Triathlon of the lake and Alpsman, international Marathon...

Typical product

After your races, it's time to discover the speciality of Haute Savoie. The region is well known for its traditional dishes with cheese. For example, you can discover the "tartiflette", that is a meal with potatoes, bacon and the typical cheese named "reblochon". You can also eat the local sausage "diot". To finish your meal, let's try Savoie cake, a very light dessert.

If you want more information: official tourism website <https://www.lac-annecy.com>

2. TRANSPORTATION

2.1 Arrivals

2.1.1 Arrival by plane

The official airport located 45 km from Anancy is Geneva International Airport (GVA), where the LOC will provide adequate welcome services.

Upon arrival at Geneva International Airport please exit to Swiss part of the airport, where the teams will be met by the LOC at the Welcome Desk located in the arrivals area (after baggage reclaim and customs clearance).



Please report to the Welcome Desk or contact the LOC transportation department (Mathilde; +33 07 69 16 17 65) via phone or WhatsApp in case you need any support.

The transfer time from the airport to the Team Hotel is approximately 50 minutes (depending on traffic conditions).

2.1.2 Arrival by train

Teams might also arrive to Anancy by train (to Gare d'Anancy) where they will be met by the LOC at the drop-off point located app. 100 meters on the right of the train station.



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Upon arrival to Gare d'Annecy please report to the above mentioned meeting point or contact the LOC transportation department (Mathilde; +33 07 69 16 17 65) via phone or WhatsApp in case you need any support.

The transfer time from Gare d'Annecy to the Team Hotels is between 5 to 30 minutes depending on the hotel location and traffic conditions.

2.1.3 Entry visas

The following countries require visas to enter in France:

Albania¹ - Armenia - Azerbaijan - Bosnia and Herzegovina¹ - Republic of North Macedonia¹ - Georgia¹ - Kosovo - Moldova¹ - Montenegro¹ - Serbia^{1&2} - Turkey - Ukraine¹

Visas should be obtained before leaving your country, from the French Embassy or Consulate well in advance to ensure all the procedures are carried out in good time.

It is the responsibility of the participating Member Federations to apply for visas at the French embassies or consulates and ensure that all documents required for the application are complete. Incomplete applications slow down the process and may result in the visa not being issued on time.

Participants who require a visa should contact the LOC to obtain a special invitation letter by sending the form in Appendix 6 to international@athle.fr with the following information:

- Full name (first and last name as it appears in passport)
- Gender
- Date of birth
- Passport number
- Passport expiry date
- Position in the team (athlete or official)
- Date of entry and departure from France.

The invitation will be sent to you as soon as possible.

2.1.4 Insurance

According to the Regulation 1110.9 the participating Member Federations are responsible for taking out their own insurance to cover the risk of illness or injury of any member of their team when travelling to and from the European Athletics event and during the event itself. Please take the necessary steps to fulfil these requirements well in advance.

¹ Exemption from the visa requirement applies to holders of a biometric passports

² The holders of Serbian biometric passports issued by the Serbian Coordination Directorate (in Serbian: Koordinaciona uprava) living in Kosovo need visa.



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2.2 Local transportation

Transportation between the Team Hotel and the official venues, including ceremonies and social functions, will be guaranteed by the LOC shuttle service.

2.2.1 To the competition venue

Transfer time between the Team Hotels and the competition venues will vary between 15 to 45 minutes, depending on the traffic conditions and the location of the hotel.

A detailed specific timetable will be posted on the notice boards at the Information desk in the Team Hotel.

2.2.2 To official functions

For the Opening Ceremony taking place on Thursday, 30 May 2024 at 14:15 in Annecy-Le-Vieux Stadium, team members will be taken by bus at 13:30 from the Espace Rencontre at Glaisins (lunch place). Return buses leave from the opening ceremony venue at 16:00.

For the LOC Welcome Dinner on Thursday, 30 May 2024, invited team representatives will be taken by bus at 19:00 from the Team Hotel. Return buses leave from the venue of the dinner at 22:00.

For the Closing Ceremony on Sunday, 2 June 2024 team members will be taken by bus at 18:30 from the Team Hotels. Return buses leave from the venue of the Closing Ceremony at 23:00.

For further information and details about the official functions see section 8. of this manual.

2.3 Departure

A shuttle service will also be in place for team departures. The frequency of this service will be based on the departure schedule, which will be posted at the Information Desk of the Team Hotel at least 24 hours before departure.

Teams will be asked to provide full travel details together with the final entries. Team Leaders will have to confirm departure details during the accreditation process. Any changes to the provided details shall be communicated to the LOC (Information Desk at the Team Hotels), at least 48 hours before departure.



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3. ACCREDITATION

3.1 General

Each team member will receive an accreditation card, which must be worn at all times and should be clearly visible. Security personnel will control all areas. The accreditation is **not transferable** and does not allow the holder to take another person beyond checkpoints.

Any lost or damaged accreditation cards should be reported to the Accreditation Centre or TIC at the competition venue. Duplicate cards can be obtained where proof of identity can be established at a charge of 50 EUR.

Unauthorised use of an accreditation card will result in the card being confiscated.

3.2 Procedure for minor athletes

All athletes who have not yet reached the age of 18 on the day of their arrival to Annecy must sign and submit an official declaration and parental consent form to be eligible to participate at the European Athletics Off-Road Running Championships 2024. The form must be also signed by the athlete’s parent/guardian and acknowledged by the representative of the respective Member Federation. The dully signed forms must be obtained, received, and stored by the concerned Member Federation and made available for European Athletics where requested.

3.3 Accreditation centre

The Accreditation Centre will be located Espace Rencontre. This is where **all team members** (including athletes and team officials) shall report as soon as possible after his/her arrival, in order to carry out the administrative procedures.

The opening dates and times of the Accreditation Centre will be as follows:

Date	Opening hours
Wednesday, 29 May 2024	10:00 - 21:00
Thursday, 30 May 2024	10:00 - 21:00
Friday, 31 May 2024	10:00 - 21:00
Saturday, 1 June 2024	10:00 - 21:00
Sunday, 2 June 2024	10:00 - 21:00

In case of arrival outside of the above opening times, team members (including athletes and team officials) are kindly requested to recover their accreditation next day.



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3.4 Accreditation procedure

Accreditation cards will be prepared in advance, based on the information provided by the Member Federation through the European Athletics Entry System. No changes will be accepted after the final entries' deadline.

The Team Leader will be asked to complete the following formalities before all other team members can collect their accreditation cards:

- LOC accommodation invoice
- Check of athletes' passport (or a copy) for U20 age groups – if necessary
- Uniform check
- Collection of competition related forms and information (including bib numbers)
- Confirmation of the transportation details (Ceremonies, orientation visits, U20 uphill finish line, etc)
- Confirmation of the participation in the official functions
- Confirmation of departure details

3.5 Access areas for teams

All team accreditation cards will allow access to the team areas, warm-up area, TIC, changing facilities and physiotherapy rooms. Only athletes who are about to compete will have access to the call room and to the course. Furthermore, the accreditation can be used to access the Team Shuttle Buses as well as lunch and dinner served in the central catering place (Espace Rencontre).

Access to the personal refreshment stations will be controlled through a special pass distributed to the Team Leaders during the accreditation procedure.

The Head of Delegation from each team is invited to the VIP Hospitality area and will be given the necessary access zone on the accreditation card.



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4. ACCOMMODATION

4.1 General information

The LOC has made accommodation arrangements for all team members in around 15 hotels of similar standard in the region of Annecy.

The Team Hotels will officially open with full services on 29 May 2024. If members of your Federation are planning to arrive earlier, please contact the LOC (team.annecy2024@athle.fr) well in advance to make sure specific arrangements are made.

4.2 Official hotels

The official hotels for the European Athletics Off-Road Running Championships in Annecy are indicated below with the internet address of their homepage where further details can be found:

Teams Hotel

Ace Hotel

www.ace-hotel-annecy.com/en/

Ibis Annecy

www.all.accor.com/hotel/0538

Jean XXIII Center

www.centrejean23.com/

La Novel

www.hotellanecy.fr/

Annecy Best Western

www.bestwestern-hotel-annecy.com/

Hotel des Alpes

www.hotellanecy.com/en/

Campanile Annecy

www.annecy-centre-gare.campanile.com/en-us/

Sure Hotel

www.bestwestern.com

Greet Hotel

www.all.accor.com/hotel/2547

Zenitude hotel

www.zenitude-hotel-residences.com

Campanile Cran Gevrier

www.annecy-sud-cran-gevrier.campanile.com/en-us/

Balcon du Lac

www.neaclub.com/les-balcons-du-lac-annecy-sevrier/

Hotel du Nord

www.annecy-hotel-du-nord.com/

Hôtel Catalpa

<https://www.hotellanecy-lac.com/>



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Reservations will be made by the LOC based on the accommodation requirements indicated in the Final Entries.

European Athletics Family and VIP Hotels

Hôtel Les Muses
61 Rue Centrale
74940 Annecy
France
www.hotel-les-muses.com

Hôtel Catalpa
34 Av. d'Albigny
74000 Annecy
France
www.hotellanecy-lac.com

4.3 Accommodation costs and European Athletics quota

4.3.1 European Athletics quota

According to Regulation 1110.4. European Athletics - unless otherwise agreed – may pay to the Member Federation a contribution to the costs of accommodation and board for each scoring (in-quota) athlete in each elite race for a maximum period of not more than 3 (three) days. The financial support will be provided to the teams that sent the Preliminary Entry on time (please see 4.3.3 for further information).

No contribution shall be made in respect of athletes representing the host European Athletics Member Federation.

4.3.2 Ratio of athletes & officials

The number of team officials in the hereunder chart are also eligible for fixed price accommodation and other benefits. European Athletics will not cover these officials' accommodation costs.

Number of Athletes (from - to)	Number of Team Officials (up to)
1 - 3	3
4 - 6	4
7 - 10	7
11 - 15	11
16 - 20	13
21 - 25	17
26 - 30	19
31 - 35	23
36 - 40	25
41 - 45	29
46 - 50	32
51 - 55	37



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Team Officials include: Head of Delegation, Team Leader(s), Coaches³, Medical Staff (medical doctors and physiotherapists), Team Press Liaison and others. The number of above-mentioned team officials is eligible for fixed price accommodation and other benefits. European Athletics will not cover these officials' accommodation costs.

The teams may purchase additional coach packages (without accommodation, catering and transportation but including accreditation with access to team areas) only in case the maximum number of team officials as per the above ratio have been reached and fully used. Those packages will be charged at the rate of 150 EUR for the duration of the Championships and directly incorporated to the invoice of the respective Member Federations.

4.3.3 Accommodation Costs

For all athletes within the European Athletics Quota (see point 4.3.1.), the European Athletics will pay to the Member Federation a contribution to the costs of accommodation and board, as stipulated in the European Athletics Competition Regulations (1110.4), for a period limited to the number of competition days plus two preceding nights.

Taking into account the above as well as the programme of the European Athletics Off-Road Running Championships, the official period was set for 29 May – 3 June (5 nights).

This means that if your team is planning to stay in the team hotel outside the period of 29 May to 3 June, the below rates will not apply, and a separate agreement will have to be made directly with the LOC (team.annecy2024@athle.fr) or respective hotel.

The following rates apply for team members. This includes full board accommodation.

Team Members	Single room	Twin room
In-quota Athletes during competition period (competition day + 2 nights)	(N/A)	covered by LOC/EA
Accommodation cost	180 EUR per night	300 EUR per night

All prices include meals and all taxes.

For the official period each Team will be allocated a minimum number of single rooms equivalent to 10% of the total number of athletes and officials registered in the Final Entries. Additional single rooms can be

³ Coaches also include Personal Coaches



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requested and will be given according to availability. Any single rooms above the 10% threshold will be charged at the rate of 180 EUR.

In case of later arrival/early departure of the sharing person, the night the twin room is used as a single room will be charged at the rate of the twin room (300 EUR during the official period).

The final account for accommodation attributable to each Member Federation shall be based on the numbers declared in the Final Entries and this shall be paid in full, no allowance being made for subsequent any reduction in the actual numbers of athletes and/or officials.

4.3.4 Payment procedures

A proforma invoice was sent to each Federation detailing the amount they owe based on their preliminary entries. Federations were kindly encouraged to make an advance payment of at least 50%.

The remaining sum (= final entry sum – pre-payment) will be invoiced after the final entry deadline. Should the remaining amount (after the final entries) be settled by bank transfer, the Team Leader is requested to provide the LOC with a proof of payment upon arrival at the Accreditation Centre, otherwise the balance of the payment must be paid on-site by the Team Leader.

Advance payments should be made in Euros by bank transfer to the following account:

Beneficiary: MAXI TEAM, 391 RUE DE L'ARTISANAT, 74330 POISY

Bank name: Crédit Mutuel

BIC Code: CMCIFR2A

IBAN: FR76 1027 8089 7700 0207 8250 169

Please note that **payment on site will be possible by cash and credit card.**

4.4 Rooming list

Detailed information about athletes and officials' rooming lists will have to be entered by the Member Federations during the Final Entries process. Further amendments - after the closing of the Final entries - will have to be communicated to the LOC via email sent to team.annecy2024@athle.fr.

While registering their final entries, Member Federations will be requested to sign a consent form to allow the list of the room numbers for the members of the respective team to be communicated to Sample Collection Officials. Where this information is obtained, it will only be used for the purposes of the blood and urine testing, will be confidentially treated and destroyed once it is no longer required for these purposes.



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4.5 Meals

Meals will all be served in buffet style and a large selection of suitable food will be available taking into consideration special diets, religion, and culture of the participants.

Meals times shall be as follows:

- Breakfast 7:00 - 9:30
- Lunch 11:45 - 14:00 (except on Sunday, 2 June - 13:00 - 15:00)
- Dinner 18:45 - 21:00 (except on Sunday, 2 June - 19:00 - 23:00)

On competition days the breakfast service will open earlier according to the following schedule:

- Friday, 31 June 05:30 – 09:00
- Saturday, 1 July 03:00 – 09:00 (reduced service until 6:30)
- Sunday, 2 July 04:30 – 09:00 (reduced service until 6:30)

While breakfast will be available at the respective team hotels, lunch and dinner will be served at the central catering facility located at the Espace Glaisins in Annecy (6 Rue de la Frasse, 74940 Annecy, France), except for teams accommodated at the hotel Balcons du Lac, where team will receive lunch and dinner directly at the hotel.

A late serving provision will be made for those athletes retained at the course due to doping controls or protests.

For lunch and dinner, mineral water will be available free of charge. All other drinks must be paid for.

Accreditation cards will allow access to meals.

4.6 Services in the Team Hotels

4.6.1 Information Desks

An Information Desk will be located in the lobby of each Team Hotel with qualified personnel offering relevant information about all aspects of the European Athletics Off-Road Running Championships in Annecy. The Information Desk's opening hours will be as follows:

Date	Opening hours
Wednesday, 29 May 2024	According to arrival times of the teams
Thursday, 30 May 2024	08:00 - 11:00 and 16:30 - 18:15
Friday, 31 May 2024	07:00 - 12:00 and 14:30 – 18:15
Saturday, 1 June 2024	08:00 - 11:45 and 14:30 - 18:15
Sunday, 2 June 2024	07:00 - 13:00 and 15:00 - 18:30
Monday, 3 June 2024	08:00 - 12:00



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4.6.2 Meeting room

A room for meeting opportunities is available at the Team Hotels. Reservations shall be made via the Information Desk ideally at least 24 hours in advance.

To ensure that all teams have access to the meeting room, usage may be limited.

Teams requiring any additional service may make separate arrangements through the Information Desk.

4.6.3 Rooms for physiotherapy

A room dedicated for physiotherapy will be provided for the teams with medical staff to set-up their own massage beds.

4.6.4 Internet access

Free internet access will be provided at the Team Hotels.

4.6.5 Check-in / check-out times

Check-in is after 12:00⁴ and check-out is until 10:00.

Please contact team.annecy2024@athle.fr for specific arrangements outside these times.

⁴Depending on the hotel



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5. TECHNICAL INFORMATION

5.1 Communication with teams

5.1.1 Technical Information Centre (TIC)

The main function of the TIC is to ensure a smooth liaison between each Team Delegation, the Local Organising Committee, European Athletics Technical Delegate and the Competition Management of the Championships regarding technical matters.

A TIC will be operational at the central catering area (Espace Glaisins), at the main competition venue (MaXi-Village) and at the finish line fo the Senior uphill races (Semnoz) in line with the below opening hours.

TIC at Espace Glaisins

Date	Opening hours
Friday, 31 May 2024	10:00 - 21:00
Saturday, 1 June 2024	10:00 - 21:00
Sunday, 2 June 2024	10:00 - 21:00

TIC at MaXi-Village

Date	Opening hours
Saturday, 1 June 2024	11:30 - 15:00
Sunday, 2 June 2024	07:00 - 12:00

TIC at Semnoz

Date	Opening hours
Friday, 31 May 2024	09:00 - 12:00

Outside of the above indicated opening hours the teams are invited to use the functionalities of the Virtual TIC (see further information below).

The TIC is responsible for, but not limited to, the following:

- Display of official communications to the teams (e.g. start lists, results, Call Room times, etc.)
- Distribution of urgent notices to the delegations from the Technical Delegate and competition management
- Receipt of written questions to be answered during the Technical Meeting
- Settlement of technical enquiries from delegations
- Receipt of withdrawal forms
- Distribution of items confiscated at the Call Room
- Managing additional doping control requests
- Protests and written appeals



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The distribution of competition related information and important notices of general interest (e.g. changes to the timetable) at the TIC will NOT be systematically made through printouts in the Team pigeonholes but will be displayed on the notice boards. It will still be possible to request occasional copies of specific event start lists and / or results at the TIC.

All competition related information will be also sent by emails to the Team Leaders to the email addresses communicated in the final entries. Any relevant additional email addresses can be communicated to the TIC (tic.annecy2024@athle.fr) prior to the start of the Championships.

Online Confirmation Tool - Virtual TIC

Team Leaders will also be provided with an individual and personalised access to European Athletics Online Confirmation Tool (OCT), where they will be able to:

- make their Final Confirmations,
- download information posted by the LOC / European Athletics (technical information, start box distribution, Call Room schedule ...)
- fill-in competition forms (question for Technical Meeting, technical enquiries to TIC, withdrawal forms ...)

The platform will be accessible via a link to be communicated to the Teams at a later stage, together with a detailed user manual.

5.1.2 Technical Meeting

There will be dedicated Technical Meetings organised ahead of each elite race in Annecy (next to the catering place at Espace Rencontre Glaisins) in order for the Team Leaders to receive updates and information which is not already mentioned in this team manual and will include:

- Information briefing by the Technical Delegate on matters not covered by the Team Manual
- Timetable amendments (if any)
- Starts procedures and race conduct (e.g. WA TR 6.3. - Assistance not allowed)
- Presentation of the competition and warm-up venues
- Information about the members of Jury of Appeal
- Information briefing by the Doping Control Delegate and Medical Delegate
- Submission of light closing items (e.g. wind jacket) to be delivered to the finish of the uphill mountain races (applicable for the Technical Meeting on Thursday, 30 May 2024 only)
- Answers to written questions

Race	Date and time of the Technical Meeting
Mountain Races	Thursday, 30 May 2024 16:00
Trail Race	Friday, 31 May 2024 18:15



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Each Team may be represented by a maximum of two people and, if necessary, an interpreter. It is very important that all Teams are represented at the Technical Meetings. The Technical Meeting will be held in English.

Team delegates shall use the Team Shuttle Service from the Team Hotels. Please refer to the Information Desk in the Team Hotels for detailed information.

Written Questions

Any enquiries concerning the technical conduct of the Championships must be made in writing (in English). These questions will be answered at the Technical Meeting. The forms on which the questions must be written shall be returned to the TIC or filled-in online on the OCT, latest by 11:00 on the day of the respective Technical Meeting.

5.1.3 Team Leaders' WhatsApp group

A WhatsApp group including all Member Federations' Team Leaders will be created on site, in order to offer an additional platform to address instant messages and announcements. Major information of interest for all will be communicated to the teams by the TIC/European Athletics via this group.

5.2 Competition venue

5.2.1 The course

The courses for the European Athletics Off-Road Running Championships have been designed to take into account the respective and slightly different traditions of mountain and trail running and making sure they align to European Athletics competition regulations. Most importantly they are courses that both showcase the natural environment of Lake Annecy and fully respect the nature protection principles.

Underfoot all courses have a mix of rough four-wheel drive tracks, forest tracks, some single track but mostly wide enough for people to pass, often with a coating of pine needles on the floor, with some rocky and slightly loose terrain.

The distances and amounts of ascent/descent per race are as follows:

	Race	Distance	Ascent/descent
Uphill Mountain Race	U20 Women/Men	5,6 km	830m D+ / 10m D-
	Senior Women/Men	7,6 km	990m D+ / 60m D-
Trail Race	Senior Women/Men	58,2 km	3380m D+ / 3450m D-
Up and Downhill Mountain Race	U20 Women/Men	7km	450m D+ / 450m D-
	Senior Women/Men	16km	940m D+ / 980m D-

The detailed maps and profiles of the courses are available in appendix 3 of this manual.



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Different checkpoints (with the electronic computer control and manual bib control) will be positioned throughout the courses to ensure all athletes run the whole distance. The records made at the checkpoints will be re-checked at the end of each race.

For the trail race, there will be 2 cut-off times at the first and second refreshment point. This cut-off will be calculated with an index of 500 ITRA points. The exact details will be communicated during the technical meeting.

During the trail race and trail inspection, it's forbidden to walk on the stadium grass. Runners and coaches may only use the athletics track and authorised areas around the stadium.

5.2.2 Inspection and orientation visits at the competition venues

A transport to go to venue inspections will be organised the day before the respective race. To benefit of this transport service, please complete the transport reservation form during the accreditation process.

Transportation will be arranged to/from the following locations:

- for the Uphill mountain races – start area,
- for the Trail races - start area and first refreshment station (same location),
- for the Up and Down mountain races - start area of the Senior races⁵.

Details about transportation for the venue inspections will be displayed at the Information Desks in the Team Hotels.

The marked courses will be open for training the day before each race.

5.2.3 Team boxes

Team boxes located in the warm-up area will be assigned to the participating Teams according to the number of athletes registered in the final entries. The distribution of the team boxes will be confirmed and communicated shortly after the final entries.

For the U20 Up and Down mountain races there will be no team-boxes at the start. Teams-boxes are located at the MaXi-Village 1,6 km from the start.

At the finish areas sufficient facilities will be available for the teams to collect their belongings left at the start area and get changed.

⁵ the start area will not be in race configuration due to the passage of other races immediately after the inspection



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Bags left in the dedicated boxes next to the start zone will be available for collection at the the post event area.

5.3 Entry regulations & final confirmations

5.3.1 Entry rules

Every European Athletics Member may enter 1 (one) team for each event.

Individual Entries

In accordance with European Athletics Regulation 1102.2.5., each European Athletics Member Federation may enter a maximum of 6 (six) athletes in each individual event, of which a maximum of 4 (four) may participate, in the following conditions:

- No athlete aged less than 16 (sixteen) years on 31 December of the year of the competition may participate in the U20 races
- No athlete aged less than 18 (eighteen) years on 31 December of the year of the competition may participate in the Senior races

All athletes must be able to present, if requested to do so by the Technical Delegate, an official document stating their date of birth.

5.3.2 "I Run Clean" certification

Each European Athletics Member Federation may enter only those athletes who have received and hold a valid certification for having completed European Athletics Anti-Doping Education Programme – I Run Clean. The certification is to be achieved by all athletes in addition to fulfilling any requirements for the qualification for the event they are entered in.

5.3.3 Entry procedures

Entries shall be made through the European Athletics Entry System, accessible at: <https://evententry.worldathletics.org>. Member Federations' entries managers shall use their already known individual and personalised access.

Final Entries

Final entries indicating the names and individual logistical information (**detailed travel arrangements, accommodation request and rooming list**) of the competitors and of the officials must be received not later than 10 (ten) days before the first competition day. According to the regulations the deadlines for the final entries are:

- Opening of the final entries: Tuesday, 30 April 2024
- Deadline for the final entries: Tuesday, 21 May 2024 (14:00 CET)

Detailed travel and rooming list information will have to be registered for each athlete and official during the final entries process.



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Final Confirmation

Team Leaders or their representatives must confirm the names of those competitors already entered who will actually take part in the competition according to the following schedule.

Race	Final confirmation deadline
Uphill Mountain Races	Thursday, 30 May 11:00 CET
Trail Races	Friday, 31 May 11:00 CET
Up and Downhill Mountain Races	Saturday, 1 June 11:00 CET

Confirmation of athletes will not be accepted after the above deadline.

Final confirmations will have to be made online, via European Athletics OCT, which will be accessible at a link to be communicated to the Teams following the final entries (see point 5.1.1).

Withdrawals

Withdrawals after final confirmation, have to be submitted, on the official Withdrawal Form, to the TIC or via European Athletics OCT.



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6. COMPETITION PROCEDURE

6.1 Timetable

Please refer to Appendix 4. for the competition timetable.

6.2 Competition Bibs

6.2.1 General

For individual events, each competitor will receive 3 bibs which have to be put as follows:

Mountain races:

- one on the front of the competition singlet (with name and country code)
- one on the back of the competition singlet
- one on the athlete's personal bag

Trail races:

- one (normal number) on the front of the competition singlet
- one (small number) on the competition bag/camel bag/race jacket
- one (normal number) on the athlete's personal bag

Bibs must not be cut, folded or covered in any way.

6.3 Chip transponders

The timing transponder will be attached to the back of one of the bib numbers provided to the athletes. These transponder bibs will be distributed during the accreditation procedure together with other bib numbers and the athletes remain responsible for the proper placement of the transponder bibs (front of the competition clothing). Athletes reporting to the call room without the transponder bib will not be allowed to compete.

Athletes competing in the trail races will receive an additional GPS tracking transponder during the call room procedure. This additional transponder shall be attached to the competition clothing or bag and shall be returned at the end of the race.

When exiting the Call Room, it is the responsibility of each athlete to check that her/his name appears on the control screen when they walk over the transponder mat.

6.4 Competition clothing

Competitors must wear the Federation's official team clothing. World Athletics TR 5 will be strictly applied. Please make sure to follow the World Athletics Marketing and Advertising Regulations in force. Clothing and



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items not conforming to this rule and the current World Athletics Marketing and Advertising Regulations will be removed/taped at the Call Room. This applies to athletes' personal equipment as well (e.g. wind jackets, poles, camel bags, etc.).

European Athletics has a record of the Team vests of all Member Federations available online and accessible at the following link: <https://eathletics.sharepoint.com/sites/EASExtranet>

Member Federations shall confirm their Team vests using the link above. If the uniform displayed differs from your current official uniform, the revised Team vests form must be uploaded by 22 May 2024, using the form sent by European Athletics for that specific purpose. Otherwise, the existing records will be used as reference.

Team clothing must be uniform. A competitor wearing any other clothing will have no access to the competition area and will not be allowed to compete. This rule applies both to competition clothing (vest, shorts and tights) as well as to tracksuits.

Additional mandatory and safety equipment (e.g. wind jackets, poles, camel bags, etc.) carried during the races are considered as athletes' personal equipment and do not necessarily have to be a team issue, however all items must follow the World Athletics Marketing and Advertising Regulations and will be inspected as athletes enter the call room.

The rule stipulating the compulsory wearing of the official competition clothing will be applied during the competition but also during the flower ceremonies, interviews at the Competition Venue and Medal Ceremonies.

6.4.1 Competition shoes

All the competition shoes must comply with World Athletics TR5, including the sole and/or heel. It is the athletes' responsibility to make sure that the shoes to be used for competition are in full compliance with the applicable World Athletics rule. In case of non compliance with the TR5, an athlete may be not allowed to compete or be disqualified after the competition with the result being void. The shoes, as a clothing items, will be checked at the Call Room in case of doubts or upon special requests.

6.4.2 Mandatory and authorised equipment

As per the competition regulations, the athletes competing in the trail races must carry with them during the whole duration of the competition the following **mandatory equipment**:

- Survival blanket (140 x 200 cm minimum)
- Whistle
- Mobile phone (fully charged at time of entry to the call room)
- 0,5 litre minimum water container (bottle, soft flask or bladder)



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Further to the above the following equipment are **authorised**⁶ for the athletes competing in the trail races:

- GPS watch
- Poles

The Technical Delegate of the Event could suggest additional mandatory or authorised (optional) equipment considering occurring bad weather scenarios or other risks.

A mandatory equipment check will be implemented during the Call Room reporting, while during the race additional checks may also occur. In this case, athletes are obliged to follow the referee's instructions.

Checks will be applied equally to all athletes. There will also be a random equipment check at the end of the concerned races.

6.5 Call Room

The Call Room for the given races will be located near the respective start area.

Access to the Call Room will be allowed to athletes only and according to the following reporting times:

Date	Call Room		Start	Event	Competition site
	opens	closes			
31 May 2024	8:40	8:45	09:00	Uphill mountain race – Elite U20 men	Sevrier
	9:00	9:05	09:20	Uphill mountain race – Elite U20 women	Sevrier
	9:35	9:40	10:00	Uphill mountain race – Elite Senior men	Sevrier
	9:55	10:00	10:20	Uphill mountain race – Elite Senior women	Sevrier
1 June 2024	6:00	6:15	06:45	Trail race – Elite Senior men & women	Faverges
2 June 2024	7:35	7:40	08:00	Up and down mountain race – Elite Senior men	Menthon Saint Bernard
	7:40	7:45	08:00	Up and down mountain race – Elite U20 men	Annecy
	7:45	7:50	08:10	Up and down mountain race – Elite Senior women	Menthon Saint Bernard
	7:50	7:55	08:10	Up and down mountain race – Elite U20 women	Annecy

It is the responsibility of the team officials to ensure that their athletes are aware of the last check-in times for entry to the Call Room. Athletes arriving late may be excluded from participation in the event.

In the Call Room the judges will check the following in accordance with World Athletics Rules and European Athletics Regulations:

- Competition Bibs
- Shoes

⁶ Authorised equipment can be carried from the start or picked up only at the designated official aid station(s). If carried from the start they can only be left at designated official aid station. Otherwise runners will have to carry them till the finish line.



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- Uniforms
- Mandatory and authorised equipment and gear
- Any other kind of advertising

Athletes shall put any final clothing removed while in the call room in dedicated bags identified with the respective country code name (one for each Federation) and leave it in the call room. These will be transported by the LOC staff from the start to the post event area.

Note: in case of the uphill mountain races, the LOC will provide a special transportation service of light clothing items (e.g. wind jacket or T-shirt) which will be delivered to the finish area by the time of the arrival of the athletes. Such clothing items shall be delivered to the LOC latest by the Technical Meeting for the respective discipline (on Thursday, 30 May 2024 16:00). The clothing items shall be pre-packed and marked with the following information:

- race (e.g.: U20 women)
- country code (e.g.: ESP)
- bib number of the athlete (e.g.: 405)

On leaving the Call Room, athletes will be directed into the start area to prepare for the race. A warning signal will be given 3 minutes and 1 minute before the start of the race.

6.6 Specific event procedures

Competition Regulations are available at www.european-athletics.com.

6.6.1 Starting positions

The starting positions in mountain races will be allocated based on the respective team standings (scoring teams only) of the previous edition of the European Mountain Running Championships. Each team shall be lined up behind each other at the start of the respective race. All other teams will be positioned behind in alphabetical order.

For the trail races, the allocation of the starting positions will be made by the Technical Delegate following consideration of the athletes' achievements at previous international trail competitions.

The allocation of the starting positions will be announced at the Technical Meetings and displayed at the Information Desk in the team hotels as well as uploaded to the "Document" module of the OCT.

The Technical Delegate has the power to alter the above starting positions in special circumstances.

6.6.2 Starter commands

All instructions will be given in English. The command is "on your marks!" followed by a shot from the starter's gun.



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6.6.3 False start

In the event of the false start, the starter will fire a second shot and officials will raise a tape across the course, 100 m from the start line.

6.6.4 Drinking and refreshment stations

Water and other suitable refreshments will be available at the start and finish area of all races, while the Drinking and Refreshment Stations will be positioned as follows:

U20 Uphill Mountain Races

- Drinking Station at the start, at 3,8km and at the finish
- Refreshment station is located at the Elite Uphill Race finish

Senior Uphill Mountain Races

- Drinking Station at the start
- Drinking Station at 3,8km
- Refreshment station at the finish

U20 Up and Downhill Mountain Races

- Drinking Station at the start
- Team Refreshment at 3,2km
- Refreshment station at the finish

Senior Up and Downhill Mountain Races

- Drinking Station at the start
- Drinking Station at 7,7km (Col des Contrebandiers) and 12km
- Team Refreshment at 7,7km (Col des Contrebandiers) and 12km
- Refreshment station at the finish

Trail Races

- Drinking Station at the start
- Refreshment Stations at 17,7km (Faverges) and 43,4km (Menhon Saint-Bernard)
- Team Refreshment Station at 17,7km (Faverges) and 43,4km (Menhon Saint-Bernard)
- Refreshment station at the finish

An athlete who receives or collects refreshment or water from a place other than the official stations, except where provided for medical reasons or under the direction of race officials or takes the refreshment of another athlete or litters outside of the refreshment zone renders him/herself liable to disqualification by the Referee.



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Both types of stations will be slightly off the shortest route. Signs indicating the up-coming Refreshment and Drinking Stations will be displayed 50m before the station.

Drinking Stations

Tables with water will be installed at each Drinking Station.

Refreshment Stations

Tables at the Refreshment Stations with various items will be arranged as follows:

- tables with water
- tables with Isotonic drinks
- tables with fresh and dried fruits

Both at the Drinking and Refreshment Stations the runners will pick up their bottles on their own.

Team Refreshment Station (Personal Refreshment Station)

A maximum of two Team Members or Team Officials per country will be allowed to be present at any one of the personal refreshment stations. However, when Men and Women compete together (e.g. trail races), a maximum of four Team Members or Team Officials per Federation will be allowed. Those Team Members or Team Officials must wear a special pass issued by the LOC, which can be collected during the accreditation procedure.

Procedures for Mountain Races

Team Members or Team Officials (maximum two per team) are authorised to place refreshments directly into the athletes' hands only from the designated and well marked area.

Procedures for Trail Races

Team Members or Team Officials are authorised to place refreshments directly into the athletes' hands from the designated place behind the team's table. According to the number of athletes competing by country, each team will have its own table which will be marked with the national flag and the World Athletics country code. The tables are arranged in alphabetical order according to the three-letter country code.

For Athletes, who will not be accompanied by Team Members or Team Officials, the judge, who is responsible for the Refreshment Station, will place the bottles on the specific table. In order to execute this service, the personal refreshments must be handed over to the LOC (at the TIC located at the Espace Glaisins) latest by 19:30 o'clock the day before the respective race and the bottles with the personal refreshments must display the following information:

- Athletes' name
- Athletes' bib number
- Country Code
- Km mark of the refreshment station



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Note: bottles distributed at the Team Refreshment Stations must duly comply with the World Athletics advertising regulations.

Transportation to the Team Refreshment Stations will be provided as follows:

- On 31 May 2024 (uphill Mountain races): shuttle from the start to the finish line (Semnoz)
- On 1 June 2024 (Trail races): shuttle from the start to the second refreshment station (Menthon Saint Bernard), shuttle from the second refreshment station to the finish line
- On 2 June 2024 (Up and Downhill Mountain races): shuttle to the first point of refreshment for Senior, shuttle to the first point of refreshment for U20/second point of refreshment for Senior.

Team Leaders shall confirm during the accreditation process (latest by Wednesday, 29 May 2024) if they wish to use any of the above mentioned services.

6.7 Timing & measurement

The official timing will be provided by Chrono Consult transponder/GPS system.

6.8 Scoring

Each race shall be scored separately. In all races, 3 (three) athletes shall score. The team results shall be decided by the aggregate of placing recorded by the scoring athletes of each team. The team with the lowest aggregate of placing points will be judged the winner.

If a team fails to finish with a complete scoring team, it will not be classified in the team result. The athletes finishing shall be counted as individuals in the race result and shall be eligible for the individual placing. No adjustment to the scoring placing of the finishing teams shall be made in respect of any non-scoring team runners or of individual entries.

6.9 Ties

In the event of a tie, it shall be resolved in favour of the team whose last scoring runner finishes nearest to the first place in accordance with European Athletics Regulation 1102.4.7.

If two or more athletes tie for a place in any event, the attributable points shall be divided equally between them.

6.10 Post competition procedures

After the competition, athletes leave immediately through the mixed zone.



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In the mixed zone, all athletes meet the media: first TV, then radio and finally the written press. It is for the athlete to decide whether he/she will give an interview.

In races where carrying certain equipment is made mandatory, a random gear check will be also conducted in the post event area.

The dedicated bags left in the call room will be brought back to the team tents area in MaXi-Village for all races other than the uphill mountain races.

Due to the nature of the finish, a small bag per athlete will be taken by the LOC to the finish area of the uphill races. These bags shall be handed over to the LOC latest at the time of the technical meeting of the concerned race (see section 5.1.2 of this manual), Kit left in the call room at the start of the uphill mountain races will be available for collection at the finish line area, however, due to logistical limitation these items will not be delivered by the time of the athletes' finishing, but shortly after.

The first three athletes in each event may be asked to attend an official press conference. These press conferences will take priority over all other interview requirements. They will usually be held before doping control.

6.11 Protests and appeals

Protests and appeals are permitted and will be processed in accordance with World Athletics TR 8.

In the first instance, protests must be made orally to the Referee by the athlete himself/herself or by someone acting on his/her behalf or by an official representative of a team (World Athletics TR 8.3). Such person or team may protest only if they are competing in the same race to which the protest (or subsequent appeal) relates.

Where the appropriate Referee is not accessible or available, the protest should be made to him through the TIC. Protests concerning the result or conduct of an event shall be made within 30 minutes of the official announcement of the result of that event (posted on the TIC information board).

If the final decision of Referee is not satisfactory a written appeal can be submitted to the Jury of Appeal also through the TIC.

Any written appeal to the Jury of Appeal must be made in accordance with World Athletics TR 8.7 and signed by a responsible official on behalf of the athlete and submitted to TIC within 30 minutes after the official announcement of the decision made by the Referee.



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When submitting an appeal form, the team acknowledges that a fee of 100 EUR will be deducted from European Athletics Subvention to be paid by the end of the year unless the appeal is successful. The Jury's decision will be provided in writing.



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7. MEDICAL SERVICES & DOPING CONTROLS

7.1 Medical services

The LOC medical service is in charge of any medical assistance to all accredited guests (Teams, LOC personnel, VIP guests and media) as well as, during the competition, to the spectators at the competition venue.

Below you can find information about the medical care sites and relevant instructions.

In case of emergency, please contact the nearest medical first aid station or call the 24/7 Medical Emergency number 112.

7.1.1 Main Medical Centre

The main medical centre serves the athletes, coaches, other team members as well as members of the competition organisation. The medical centre is located at MaXi-Village and will be open during the competition periods.

During other hours the LOC medical department (Fabrice Descombe, teams medical reference; +33 6 31 47 85 36) shall be contacted by phone.

7.1.2 Medical Services in the Team Hotels

The medical services in the Team Hotel will be active on demand via LOC. Please contact emergency assistance number 112 or Fabrice Descombe (teams medical reference; +33 6 31 47 85 36) in case of need for medical assistance.

7.1.3 Medical Care at the Competition Venue

A medical tent will be active at the Venue site for acute medical assistance. First aid teams (Red Cross marked, supervised by doctors), will be distributed around the course during the competition.

The local medical service will be responsible for any problem concerning an athletes' health both at competition and warm-up areas. In case of injuries, only the LOC physician will be admitted to the course. The respective physician will decide on the further treatment of the injured athlete.

Team doctors will have access to the medical service facilities when an athlete of their own team is hurt or is in need of other medical attention.

7.2 Physiotherapy services

7.2.1 Physiotherapy services in the team hotels

There will be some rooms available for physiotherapy use in the Team Hotel.



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Teams without a physiotherapist may contact the LOC through Fabrice Descombe (teams medical reference; +33 6 31 47 85 36) should any of their athletes would be in need for a medically justified physiotherapy treatment. Time and location of such treatment will be agreed on a case by case basis.

7.2.2 Physiotherapy services at the competition venue

There are well equipped physiotherapy facilities at the post event area in MaXi-Village. The physiotherapy service will be available for the athletes and will close one hour after the arrival of the last runner in each race⁷.

7.3 Import of Medication and Medical Equipment

Team healthcare personnel are responsible for the compliance with the administrative and custom regulations concerning medication as well as for the storage and safekeeping of their delegation's medicines and supplies in line with the information displayed on the website of the [French Customs Services](#) and [French Public Services](#). The LOC is not responsible for, and shall have no liability relating to, or arising out of the bringing to France, storage or monitoring of the supplies and medicines by the team.

7.4 Doping controls

7.4.1 General information

Doping controls will be conducted in accordance with World Athletics Anti-Doping Rules which are compliant with the WADA Code in force since 1 January 2021. The controls will be done under the supervision of the European Athletics Doping Control Delegate. Both urine and blood samples may be collected immediately before, and during, the Championships.

Athletes selected for doping control shall be informed by anti-doping officials. Athletes will be required to sign a doping control notification form in the post event area. Athletes have the right to be accompanied to the Doping Control Station (DCS) by an accredited team representative of their choice.

A selected athlete should report immediately to the DCS unless there are valid reasons for delay. All selected athletes will be accompanied by a trained chaperone or Doping Control Officer from the time of notification until arrival at the DCS. Athletes are reminded that refusing or failing to comply with the anti-doping procedures may constitute an anti-doping rule violation and could render them liable to disqualification and may result in further disciplinary action.

⁷ Except the uphill mountain races. Athletes competing in these events and in need of physio services shall contact the teams medical reference (see section 7.2.1.).



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Athletes who are required to use prescribed medication for the treatment of a medical condition should ensure that they have registered their medication, where necessary, through the national Therapeutic Use Exemption system prior to attending the Championships.

7.4.2 Selection of athletes

The selection of athletes for control will be made on a final position and/or random basis under the supervision of the European Athletics Doping Control Delegate. In addition, the selection of further athletes may be ordered at the discretion of the European Athletics Doping Control Delegate.

7.4.3 Additional controls

Athletes requiring doping control (e.g. for ratification of performance) may request to be tested by reporting to the TIC, where a “Doping Control Request Form” should be completed. They will then be escorted to the Doping Control Station.

The cost of this control (including the sample collection material and requested analysis) will be paid by the European Athletics and will be deducted from the member federation’s European Athletics subvention after the Championships.



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8. CEREMONIES AND SOCIAL FUNCTIONS

8.1 LOC welcome dinner

A Welcome Dinner will be held at the Le Pélican Hotel on Thursday, 30 May 2024 at 19:30. Two persons from each team will be invited. Member Federations are requested to confirm the name of representatives attending the dinner in advance by email (xaviermaxirace@gmail.com) before Thursday, 16 May 2024. Please note, that the participation in the LOC welcome dinner can not be guaranteed in case the above deadline is not respected.

8.2 Opening ceremony

The Opening Ceremony for the European Athletics Off-Road Running Championships will take place on Thursday, 30 May 2024 at 14:15 in Annecy in Annecy-Le-Vieux Stadium.

Participating teams are kindly requested to actively participate in the ceremony and the flags parade. Following the flags parade, the participating team members will follow the remaining part of the ceremony.

8.3 Flower ceremony

The Flower Ceremony for the individual medallists in each race will take place approximately 10 minutes after the finish of the bronze medal winning athlete. The medallists in the individual races will be invited to the podium at the finish area and presented with flowers. Athletes who had been selected for doping control shall come to the Flower Ceremony first and then to the Doping Control Station.

Athletes must wear the official team clothing (competition singlet) for the ceremonies, and no other items shall be taken to the podium, such as flags, bags or other.

8.4 Medal Ceremonies

The medal ceremony for individuals and teams will take place at the venue as scheduled on the event programme.

Athletes must wear the official team clothing for the ceremonies, and no other items shall be taken to the podium, such as flags, bags or other.

8.5 Closing Ceremony

The closing ceremony of the European Athletics Off-Road Running Championships will take place on Sunday, 2 June 2024 at catering place (Espace Rencontre). All team members are invited to attend the ceremony.



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9. SAFEGUARDING

European Athletics is committed to the principle of safeguarding in our sport and has developed a safeguarding and abuse prevention programme, to ensure the protection and safety of everyone involved in athletics from harassment, abuse and exploitation. To this end, European Athletics has taken several measures including the implementation of a [European Athletics Safeguarding Policy](#), the availability of a secured and independent [reporting platform](#) and the appointment of a Safeguarding Officer, whose contacts can be found hereunder:

Name: Mathilde Grenet
Mobile: +41 75 425 50 00
Email: safeguarding.officer@european-athletics.org

If you have any question or concern about your safety or somebody else's safety during this event, please contact European Athletics Safeguarding Officer. If the concern relates to an imminent risk to someone's physical integrity or to an emergency for medical assistance, please contact immediately the LOC and/or the local authorities through the contacts provided in this Team Manual.

10. CONTACT DETAILS

For further details about the European Athletics Off-Road Running Championships in Annecy please contact:

Local Organising Committee

21 Impasse de la Pierre à Feu
74 330 La Balme de Sillingy, France
E-mail: annecy2024@athle.fr
Web: www.euro.maxi-race.org/blog/

European Athletics

Avenue Louis-Ruchonnet 16
1003 Lausanne, Switzerland
Tel: +41 21 313 43 50
E-mail: competition@european-athletics.org
Web: www.european-athletics.com

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11. APPENDICES

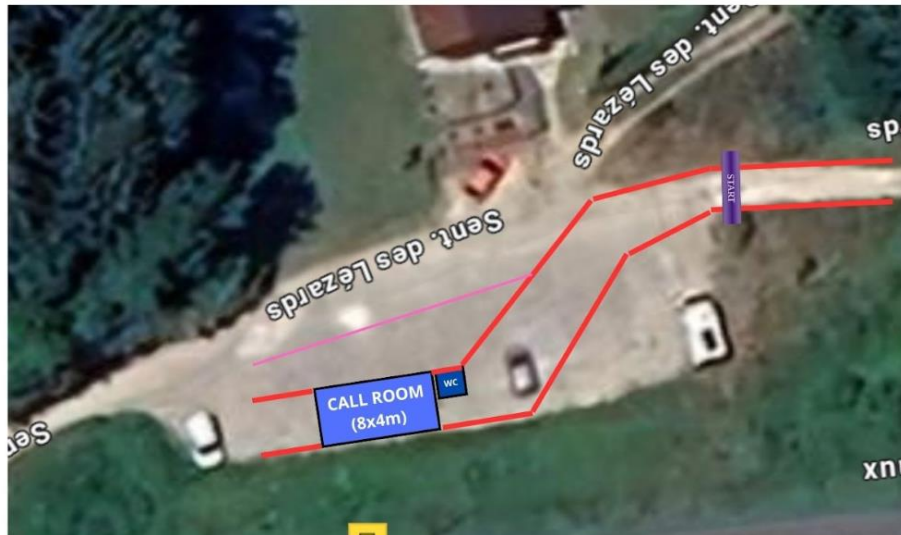
Appendix 1 - Map of event venues



Appendix 2 – Start Area Uphill / Trail / Up and downhill races

Start Area – Uphill Mountain Races

- Legend :**
-  Team changing tents
 -  Uphill Start zone



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Start Area - Trail Races

Legend :

-  Trail Start Zone
-  Team changing tents + refreshment area






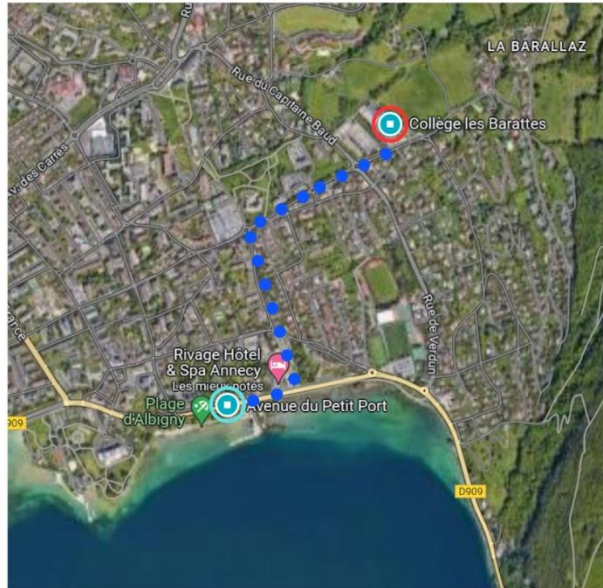
Start Area – Up and Down U20 Races

U20 Up & Down - From the Changing tents Zone to the Start Zone

U20 Up & Down athletes will have to walk approx. 1.5 km from the changing rooms area (MaXi-village) to the start zone

Legend:

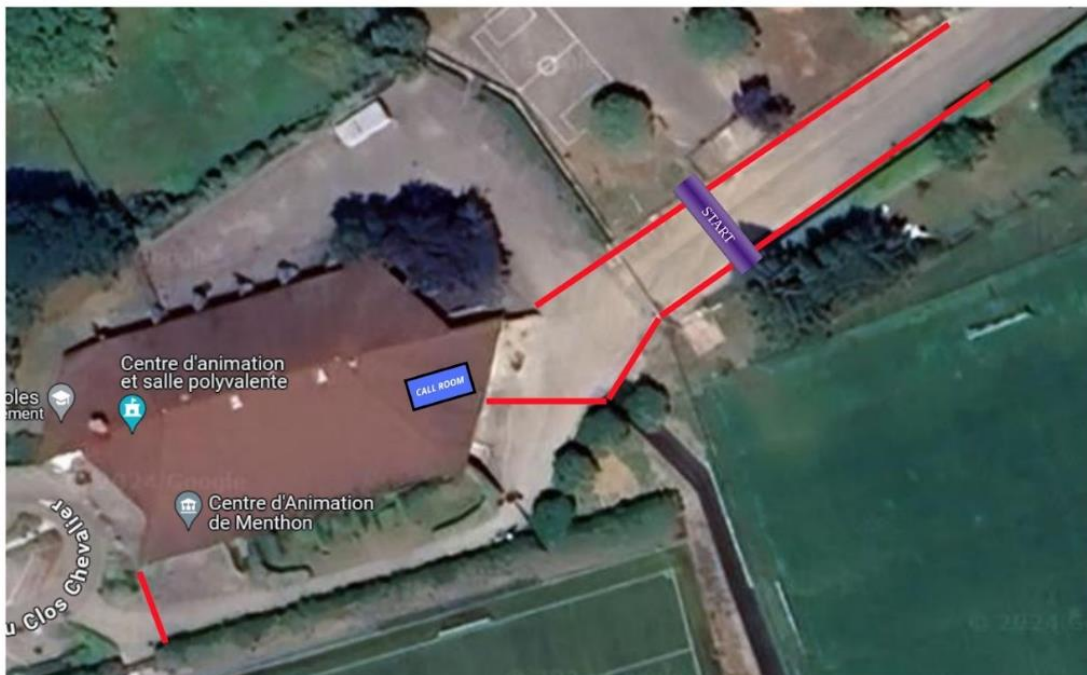
-  Changing tents zone (MaXi-village)
-  Start zone
-  Way to the start zone (not under race procedure)



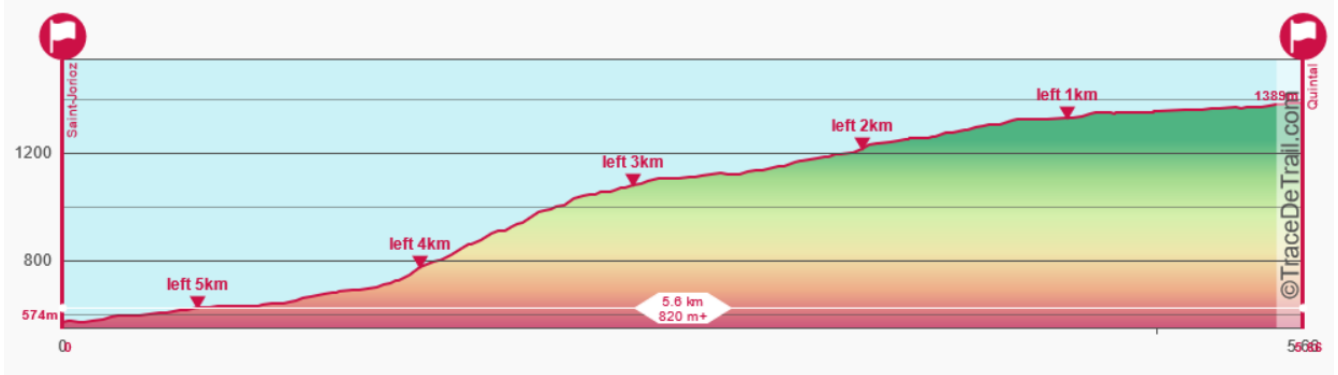
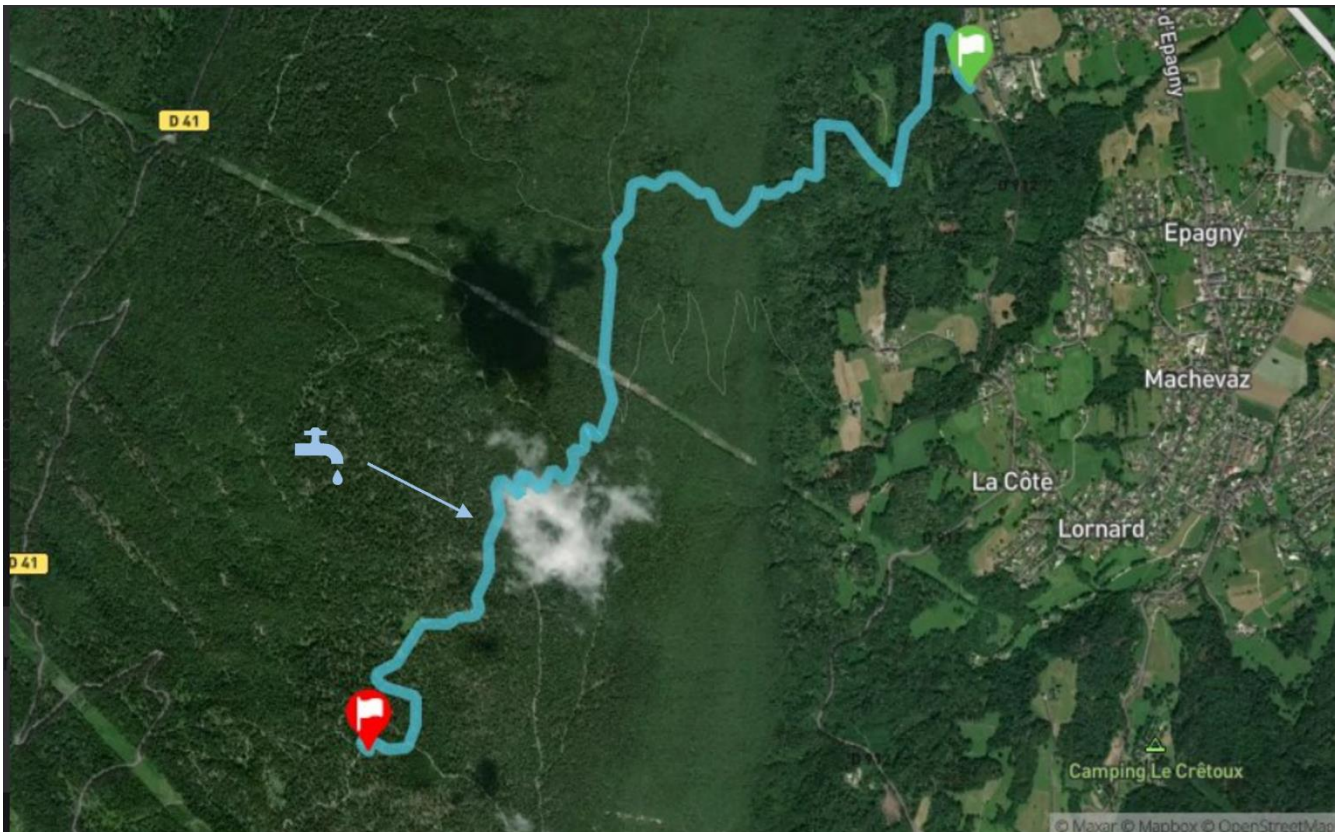
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Start Area - Up and Down Senior Races

- Legend :**
-  Team Changing tents
 -  Up & Down Start Zone

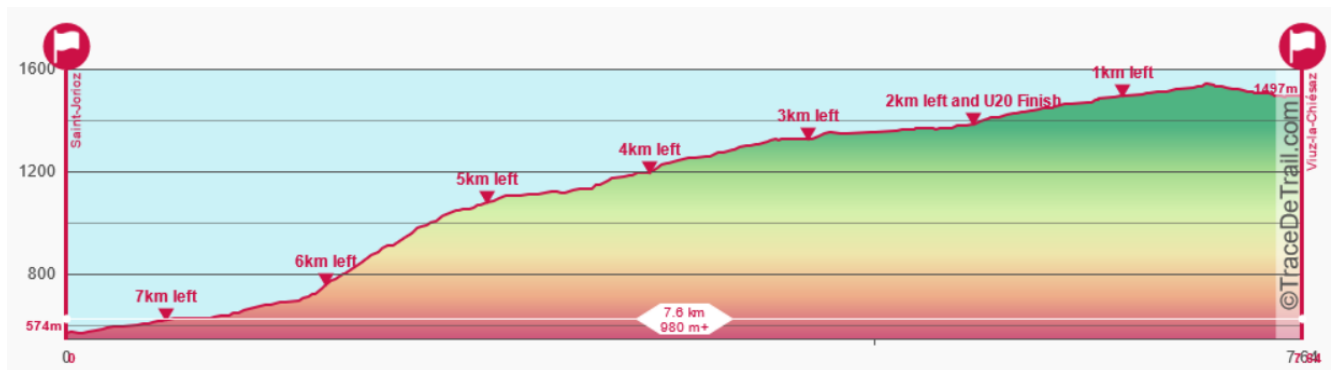
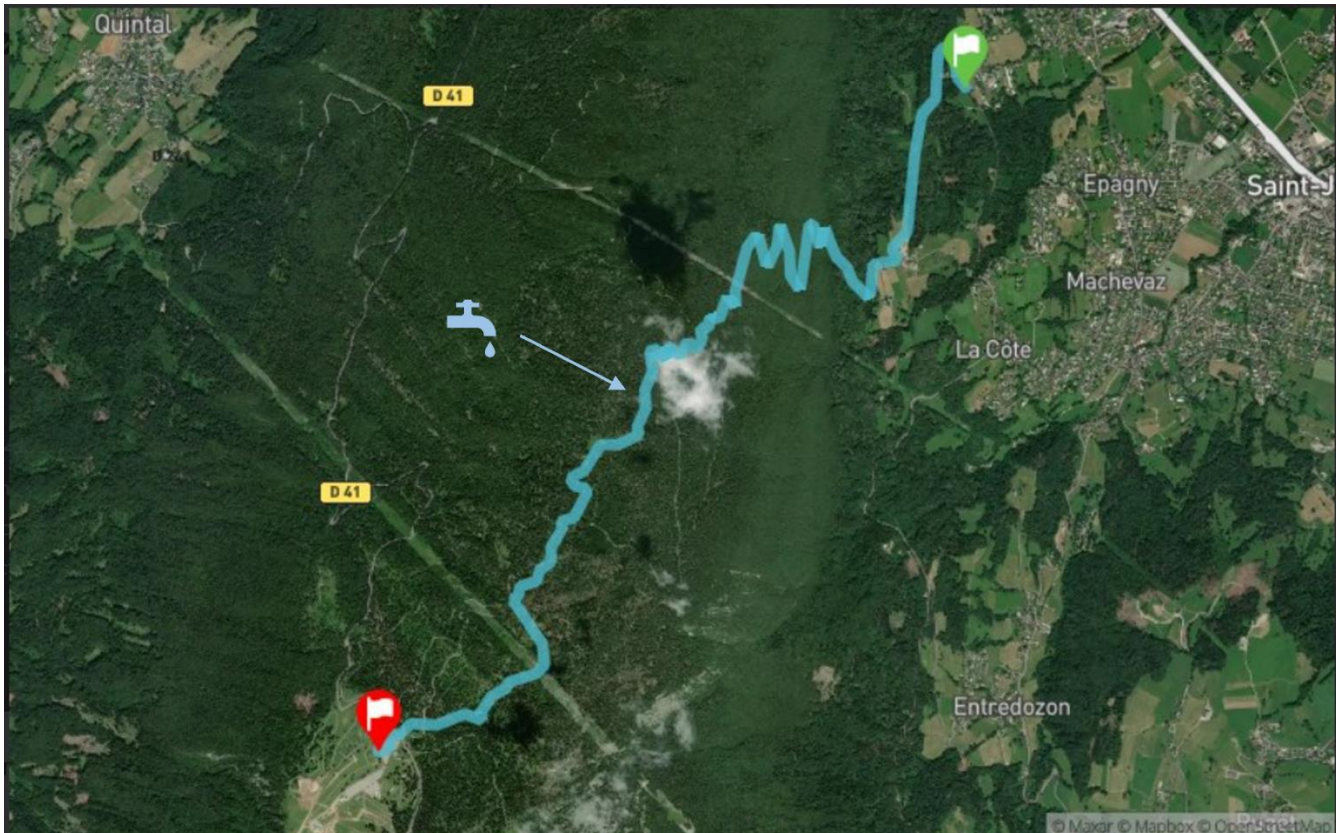


Appendix 3 – Map of the courses, loops and course profile
Uphill U20 Race



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Uphill Senior Race

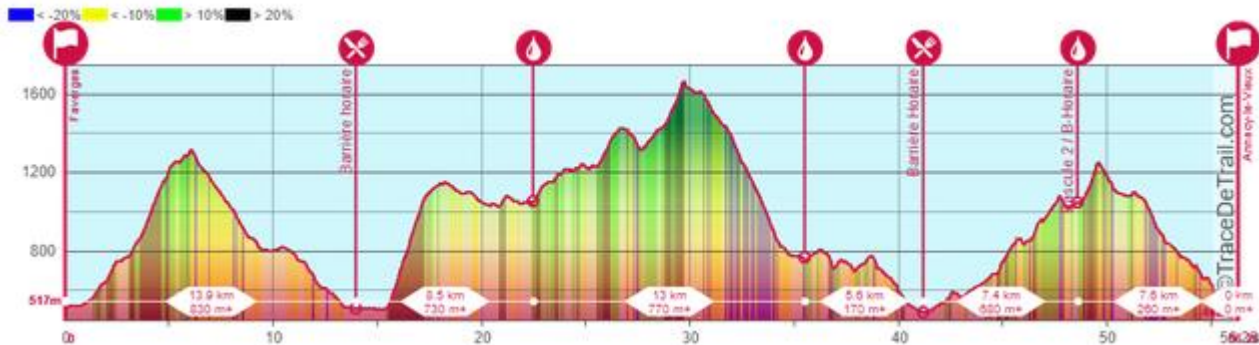
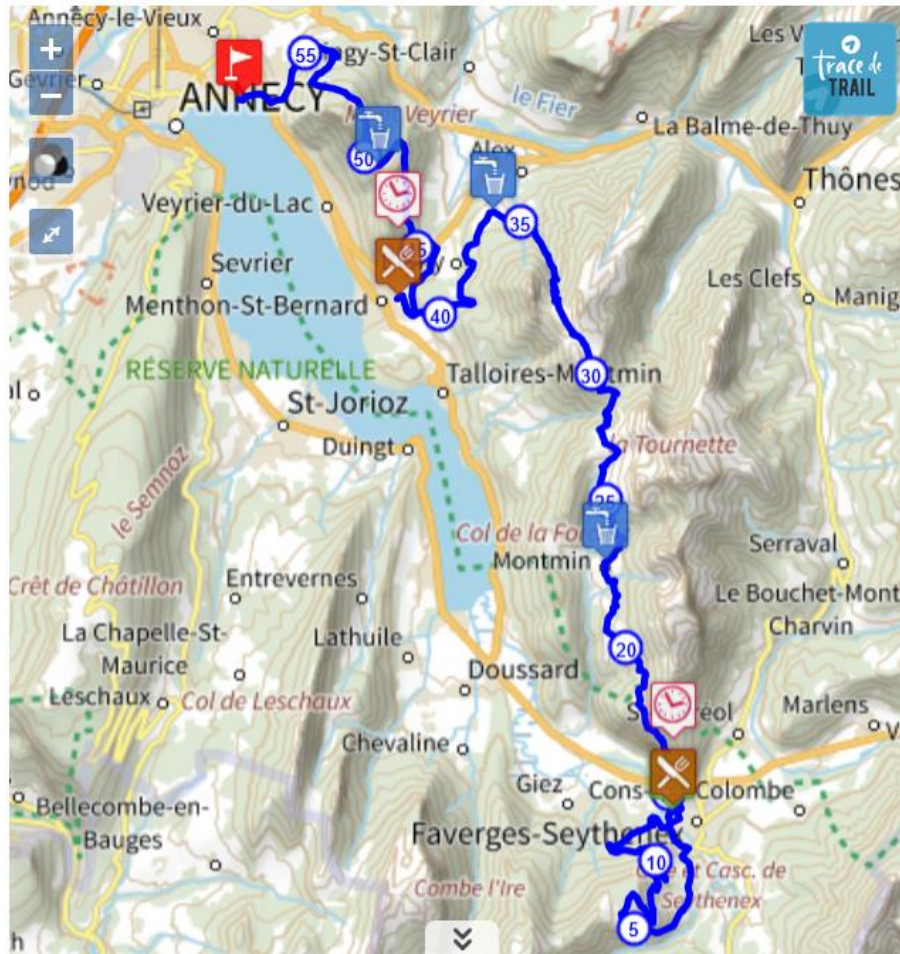




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Trail Races

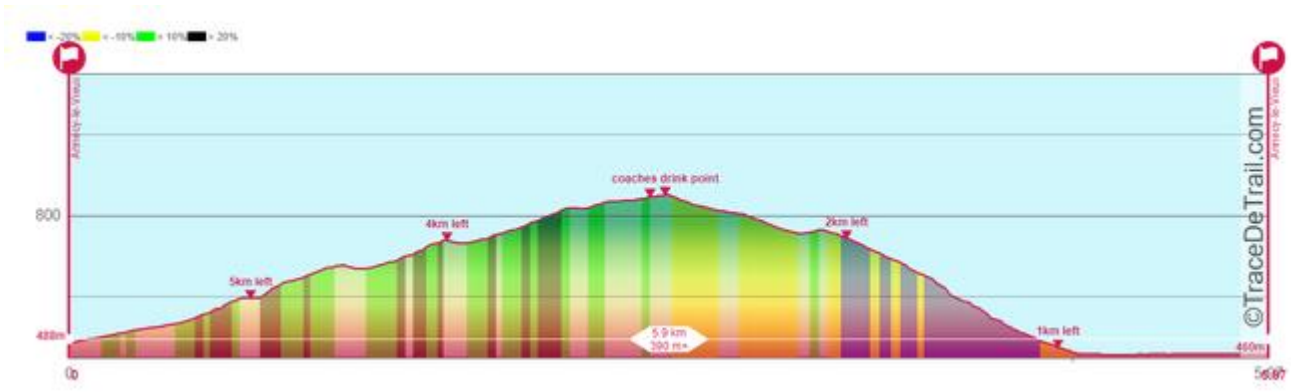
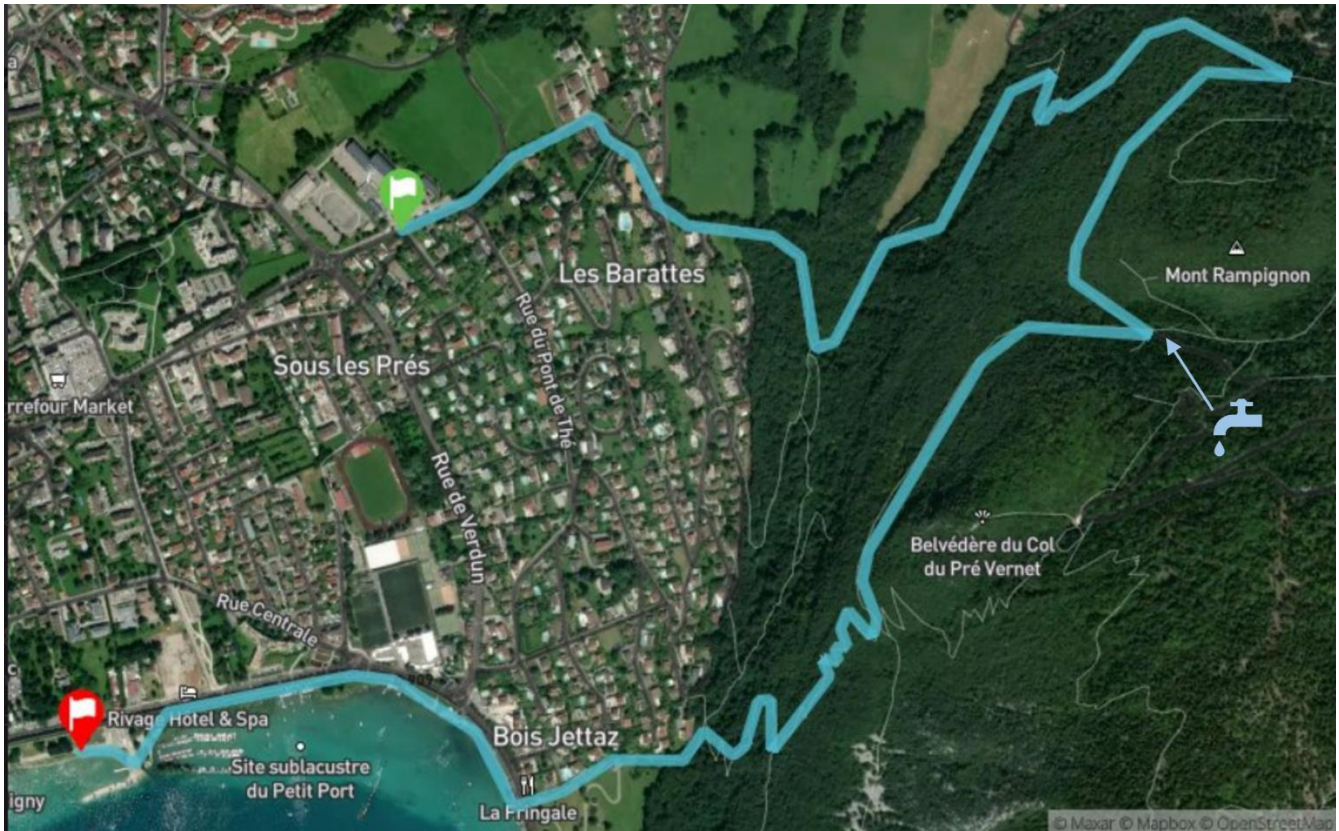




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Up and Down U20 Races

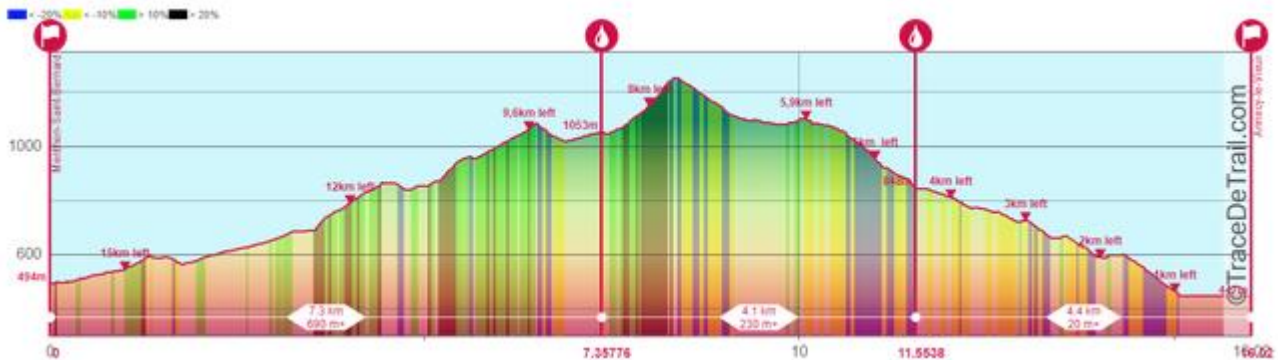
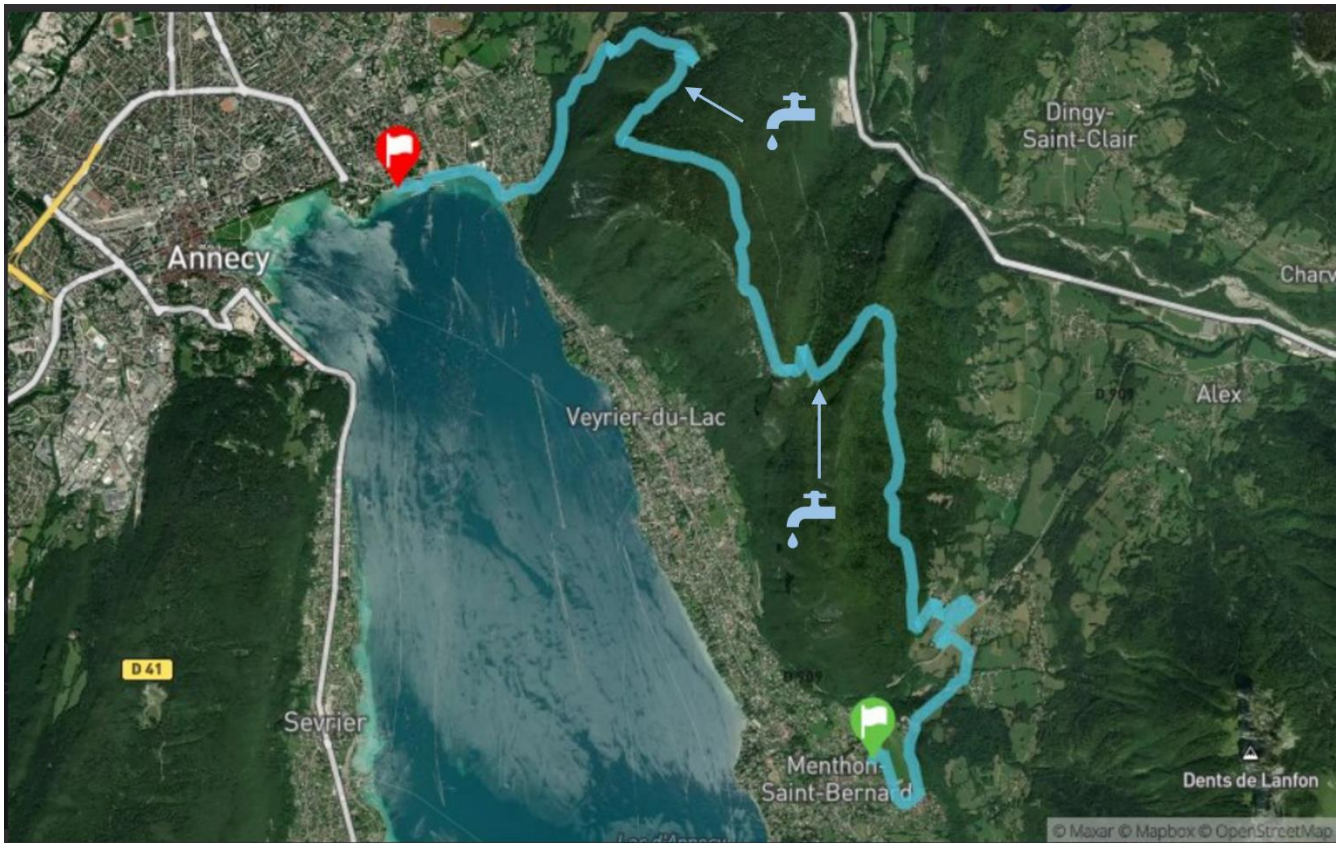




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Up and Down Senior Races





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Appendix 4 – Timetable

Thursday, 30 May

11:00	Orientation visit - Uphill mountain race start area	Servier
14:15	EAORCH Opening Ceremony	Annecy
16:00	Technical Meeting – Elite uphill and up&down mountain races	Annecy
19:00	Welcome dinner (by invitation only)	Annecy

Friday, 31 May

09:00	Uphill mountain race – Elite U20 men (app. 5,6km)	Semnoz
09:20	Uphill mountain race – Elite U20 women (app. 5,6km)	Semnoz
10:00	Uphill mountain race – Elite Senior men (app. 7,6km)	Semnoz
10:20	Uphill mountain race – Elite Senior women (app. 7,6km)	Semnoz
14:45	Orientation visit - Trail race start area	Faverges
17:00	Medal Ceremonies – Elite uphill mountain races	Annecy
18:15	Technical Meeting – Elite trail races	Annecy

Saturday, 1 June

06:45	Trail race – Elite Senior men & women (app. 57,6km)	Faverges
14:30	Orientation visit - Up&down mountain race senior start area	Menthon-St-Bernard
17:00	Medal Ceremonies – Elite trail races	Annecy

Sunday, 2 June

08:00	Up&down mountain race – Elite Senior men (app. 16km)	Menthon-St-Bernard
08:00	Up&down mountain race – Elite U20 men (app. 5,9km)	Annecy
08:10	Up&down mountain race – Elite Senior women (app. 16km)	Menthon-St-Bernard
08:10	Up&down mountain race – Elite U20 women (app. 5,9km)	Annecy
11:00	Medal Ceremonies – Elite Up&down mountain races	Annecy
19:00	EAORCH Closing Ceremony	Annecy



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Appendix 5 – Key dates and General Programme

Date	Time	Event	Place
30 May	11:00 – 12:00	Orientation visit (Uphill Mountain races - start area)	Sevrier
	11:00	Final Confirmation (for Uphill Mountain Races)	Virtual TIC
	11:00	Deadline for submitting written questions for the Technical Meeting of the Mountain Races	Virtual TIC
	14:15	Opening Ceremony	Annecy-Le-Vieux Stadium
	16:00	Technical Meeting for Mountain Races	Espace Rencontre
	19:00	LOC Welcome dinner (for registered/invited people)	Le Pélican Hotel
31 May	09:00	Uphill mountain race – Elite U20 men (app. 5,6km)	Semnoz
	09:20	Uphill mountain race – Elite U20 women (app. 5,6km)	Semnoz
	10:00	Uphill mountain race – Elite Senior men (app. 7,6km)	Semnoz
	10:20	Uphill mountain race – Elite Senior women (app. 7,6km)	Semnoz
	11:00	Deadline for submitting written questions for the Technical Meeting of the Trail Races	Virtual TIC
	11:00	Final Confirmation (for Trail Races)	Virtual TIC
	14:45 – 16:00	Orientation visit (Trail races – start area)	Faverges
	17:00	Medal Ceremonies (Uphill Mountain Races)	MaXi-Village
1 June	18:15	Technical Meeting for Trail Races	Espace Rencontre
	06:45	Trail race – Elite Senior men & women (app. 57,6km)	Faverges
	11:00	Final Confirmation for Up and Downhill Mountain Races	Virtual TIC
	14:30	Orientation visit (Up and Downhill Mountain races – Senior start area)	Menthon-St-Bernard
	17:00	Medal Ceremonies (Trail Races)	MaXi-Village
2 June	08:00	Up&down mountain race – Elite Senior men (app. 16km)	Menthon-St-Bernard
	08:00	Up&down mountain race – Elite U20 men (app. 5,9km)	Annecy
	08:10	Up&down mountain race – Elite Senior women (app. 16km)	Menthon-St-Bernard
	08:10	Up&down mountain race – Elite U20 women (app. 5,9km)	Annecy
	11:00	Medal Ceremonies (Up and Downhill Mountain Races)	MaXi-Village
	19:00	Closing Ceremony	Espace Rencontre



**European Athletics
Off-Road Running Championships 2024
Annecy/FRA**



Appendix 6 – Template chart to obtain a VISA invitation letter

MEMBER FEDERATION: _____

	First name	Last name	Gender (M/W)	Date of birt (DD-MM-YYYY)	Passport N°	Pasport expiry date (DD-MM-YYYY)	Position in the team (Athlete/official)	Date of entry (DD-MM-YYYY)	Date of departure (DD-MM-YYYY)
1.									
2.									
3.									
4.									
5.									
6.									
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8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									

Note: it is essential to write first and last names such as they appear in the passport

Please send the the above chart by email to international@athle.fr.

