



MEMO:

January 8, 2008

TO: RACE DIRECTORS

FROM: ILLINOIS VALLEY STRIDERS

SUBJECT: ILLINOIS VALLEY STRIDERS TERMS AND FEES FOR RACE SERVICES

CONTACTS:

JIM MCINTYRE - IVS PRESIDENT, GENERAL INFO - 253-2420/ tri-mac@sbcglobal.net

JUDY TOLLIVER - RACE SCHEDULE, BILLING, GENERAL INFO - 699-8562/689-7366/ jtolliver@insightbb.com

COLEEN MARTIN - FINISHLINE TEAM INFO - 274-2480/ martijl2@mtco.com

JERRY RIEBLING - EQUIPMENT RENTAL, GENERAL INFO - 691-2241/ rieblings@sbcglobal.net

MIKE CHITTICK - COURSE MEASUREMENT - 691-8272

STEVE SHOSTROM - NEWSLETTER, 688-7313/ sss@mtco.com

NORM ASTWOOD - NEWSLETTER EDITOR - 688 -3441/ nastwood@risserco.com

CRAIG THOMPSON - IVS WEBSITE - webmaster@ivs.org

BRIAN WALLACE - GRAND PRIX SERIES - 613-0464/ metlrq1@yahoo.com

ALLISON ARNDT - INSURANCE - 339-1211/ Allison@ivs.org

JEAN WADE - ANNUAL IVS STEAMBOAT RACE CALENDAR - jmwade_2000@yahoo.com

- IVS FEES FOR CONDUCTING RACE FINISHLINE & RESULTS ARE \$400.00 MINIMUM AND \$1.00 PER ENTRY AFTER 300 (entries up to 300 will be billed @ \$400.00/ entries of 300 or more will be billed @ \$400. min + \$1.00 per entry after 300 -(ex. 343 entries = \$443.00) THIS FEE INCLUDES FINISH CHUTE, CLOCK, TIMING EQUIPMENT, COMPUTER EQUIPMENT, WORKERS, PRE-RACE DATA ENTRY, BIB LABELS AND POSTING OF RESULTS ON THE IVS WEBSITE. RACES UNDER 300 PRE-RACE ENTRIES, DEDUCT \$100.00 FROM YOUR FEE IF YOU DO THE DATA ENTRY, AND PROVIDE IVS WITH XLS FILE. RACE DAY ENTRIES WILL REMAIN AT \$1.00 PER ENTRY OVER 300 ENTRIES. INVOICE FOR ALL RACE FEES WILL BE MAILED THE WEEK FOLLOWING YOUR EVENT.
- FOR RACES OVER 300 PRE-RACE ENTRIES, ADD \$1.50 PER ENTRY OVER 300. (EX. 550 PRE RACE ENTRIES = \$400. MIN + 250 ENTRIES @ \$1.50 = PRE-RACE TOTAL OF \$775.00). IF YOU PROVIDE PRE-RACE DATA, AND XLS FILE. YOUR RACE FEE WILL BE \$1.00 PER ENTRY INCLUDING RACE DAY ENTRY. (EX. 650 TOTAL ENTRIES = \$650.00) AN INVOICE FOR ALL FEES INCURRED BY YOUR RACE WILL BE MAILED THE WEEK FOLLOWING YOUR EVENT. CONTACT JUDY WITH QUESTIONS
- RACE INSURANCE: IVS CAN PROVIDE REASONABLE GENERAL LIABILITY INSURANCE TO ANY RACE THAT WE HAVE SOME INVOLVEMENT IN. WE OBTAIN THE INSURANCE COVERAGE AND DO THE PAPER WORK. THE FEE TO IVS IS \$50. IF ADDITIONAL CERTIFICATES ARE REQUIRED, THE COST IS \$5.00 EACH. PAYMENT MUST BE IN ADVANCE AND PAID BY SEPARATE CHECK, PAYABLE TO IVS. QUESTIONS RE: INSURANCE , CONTACT ALLISON (EMAIL IS BEST)
- EQUIPMENT RENTAL ONLY AND THE PURCHASE OF ADDITIONAL SUPPLIES SUCH AS BIB NUMBERS AND SAFETY PINS - CONTACT JERRY RIEBLING
- TO HAVE YOUR RACE BLANK POSTED ON IVS WEBSITE, CONTACT CRAIG THOMPSON
- YOUR RACE CAN BE INCLUDED ON OUR GRAND PRIX SERIES FOR A \$50.00 FEE - FOR DETAILS AND SCHEDULING, CONTACT BRIAN WALLACE
- TO HAVE YOUR RACE PRINTED ON OUR ANNUAL STEAMBOAT CLASSIC RACE SCHEDULE CALENDAR - CONTACT JEAN WADE (this calendar runs from July thru June of following year) INFO CAN BE MAILED TO 511 E PASADENA, PEORIA, IL 61603 - Deadline date is April 1st.
- FOR COURSE MEASUREMENT - CONTACT MIKE CHITTICK
- PLEASE SCHEDULE YOUR RACE WITH JUDY OR COLEEN AS SOON AS YOU HAVE A DATE.

PLEASE FEEL FREE TO CONTACT ANY OF THE ABOVE LISTED PEOPLE WITH YOUR QUESTIONS.

SEE YOU AT THE RACES!

