**APPLICATION FOR FINAL PERMIT AT CLOSING DATE**

|  |  |  |  |
| --- | --- | --- | --- |
| **EVENT NAME** |  | **RINK / CLUB NAME** |  |
| **VENUE** |  | **COMPETITION DATES** |  |
| **CONTACT NAME** |  | **POSITION IN CLUB** |  |
| **CONTACT EMAIL** |  | **CONTACT NUMBER** |  |

**CONFIRMED OFFICIALS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **POSITION** | **NAME OF OFFICIAL** | **BIS No.** | **S/P/D/SYN\*** | **POSITION** | **NAME OF OFFICIAL** | **BIS No.** | **S/P/D/SYN\*** |
| **REFEREE** |  | **TC** |  |
| **1.** |  |  |  | **1.** |  |  |  |
| **2.** |  |  |  | **2.** |  |  |  |
| **JUDGES** |  | **TS / ATS** |  |
| **1.** |  |  |  | **1.** |  |  |  |
| **2.** |  |  |  | **2.** |  |  |  |
| **3.** |  |  |  | **3.** |  |  |  |
| **4.** |  |  |  | **4.** |  |  |  |
| **5.** |  |  |  | **5.** |  |  |  |
| **6.** |  |  |  | **DRO** |  |
| **7.** |  |  |  | **1.** |  |  |  |
| **8.** |  |  |  | **2.** |  |  |  |
| **9.** |  |  |  | **3.** |  |  |  |
| **10.** |  |  |  | **4.** |  |  |  |
| **RESULTS** |  | **5.** |  |  |  |
| **1.** |  |  |  | **OTHER^** |  |
| **2.** |  |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S / P / D / SYN** | **SINGLES / PAIRS / DANCE / SYNCHRO** | **TC** | **TECHINCAL CONTROLLER** | **TS** | **TECHNICAL SPECIALIST** |
| **ATS** | **ASSISTANT TECHNICAL SPECIALIST** | **DRO** | **DATA REPLAY OPERATOR** | **OTHER ^** | **PROBATIONARY OFFICIAL** |

**EVENT INFORMATION**

All competitors and officials must be fully paid up members of the Association prior to a Permit being issued. All officials, judges, chaperones and results room staff must have signed the Official Policy Manual and Self Declaration form for Child Protection through British ice Skating or rink/club. The Organising Club must be currently affiliated to British Ice Skating.

INSURANCE: Please provide a public liability insurance cover note for event. A permit will only be issued with the appropriate public liability cover.

A list of all competitors and their BIS Licensed Coaches including membership numbers, noting mandatory FM seminar attendance for coaches should be supplied. Additionally, mandatory IJS seminar attendance \* within 36 months of Event should be listed for IJS Events. Please copy additional pages.

The checks on the membership and seminar information take considerable time and it is therefore recommended that this form is immediately submitted to BIS at the closing date in order to deal with outstanding membership and other issues in good time before the Event.

A full results protocol of html files must be provided electronically to the BIS office within seven days of the event. No dbf files are required.

Permit fees are £60.00 per day (Inc VAT) Cheques/Postal/Credit Card payable to: XXXXX

There will be no charge for Type 3 (Other) competitions which are held on same day as national (Type 1) or General (Type 2) events.

If these are held on a separate day an additional £25.00 per day is payable.

The BIS Permit Certificate should be openly displayed throughout the Event.

The Event report, Judge Assessment forms and Talent I.D. forms provided with the Permit Certificate should be given to the Referee who must complete them and return within 14 days of the Event.

**In order for Competitive test passes to be approved a completed Technical Controller and Referee report must have been received by** **kirstie.robinson@iceskating.org.uk** **at the NISA office.**

Signature of Club official:……………………………………….……………... Date:………………………………………………………..

Date…………………………………………………………………………………..

Authorising Signature……………………………………………………………………………………………..

NO

(To be completed by BIS Office)

Permit Application Granted YES

**Please use official excel template file which can be downloaded from our website at the following link:** [**http://www.iceskating.org.uk/index.cfm/events/permits/p3enteriestemplate.xlsx**](http://www.iceskating.org.uk/index.cfm/events/permits/p3enteriestemplate.xlsx) **(file link not working)**