



**ONTARIO CUP**  
MOUNTAIN BIKE SERIES

# **MOUNTAIN BIKE EVENT GUIDELINE**

## **2024**



# Table of Contents

<b>EVENT SANCTIONING</b> .....	<b>3</b>
EVENT SANCTIONS .....	3
SANCTIONED EVENT FEES .....	4
EVENT SANCTION CHART .....	5
OTHER ITEMS .....	6
<b>GENERAL GUIDELINES: ALL LEVELS OF EVENTS</b> .....	<b>7</b>
ORGANIZER REQUIREMENTS .....	7
REGISTRATION REQUIREMENTS .....	7
SPORT TECHNICAL REQUIREMENTS .....	9
MARKETING REQUIREMENTS .....	12
ON-SITE REQUIREMENTS .....	12
COMMUNICATION REQUIREMENTS .....	13
SAFETY REQUIREMENTS .....	13
<b>WEEKLY SERIES, CYCLE FOR ALL EVENTS</b> .....	<b>16</b>
CATEGORIES & MEMBERSHIP REQUIREMENTS .....	16
TECHNICAL GUIDE .....	16
RESULTS .....	16
OFFICIALS .....	16
2024 ENTRY FEES .....	17
<b>ONTARIO CUP EVENTS</b> .....	<b>18</b>
ONTARIO CUP MTB SERIES OVERVIEW .....	18
ONTARIO CUP SCHEDULE .....	18
REGISTRATION .....	18
OFFICIALS .....	19
ONTARIO CUP CALL-UP PROTOCOL .....	19
ONTARIO CUP POINTS .....	20
<b>OCUP/PROVINCIAL CATEGORY STRUCTURE &amp; MEMBERSHIP REQUIREMENTS</b> .....	<b>22</b>
EVENT DISTANCE, LAP, & DURATION REQUIREMENTS .....	26
EVENT CATEGORIES & REGISTRATION FEE CAPS .....	28

## EVENT SANCTIONING

### EVENT SANCTIONS

#### Types of Sanctioned Events

1. **Weekly Series** events run in a series format weekly under categories tied to age, distance, and/or ability at the discretion of the organizer. Membership requirements subject to event rules.
2. **General Series** events run in a series format with category structures Beginner, Sportif, and Open unless otherwise agreed to with the OC office. Ontario Cup and category upgrade points are not awarded at these events. Membership requirements subject to event rules. General Series are events that have a registration cost of \$30 or more per registrant for each event and run every few weeks or once a month. They do not run weekly and have a different set of fees than Weekly Series events.
3. **Cycle For All** events also known as Tours or a Gran Fondo may run with any category structure including but not limited to ability-based, age-based, or distance-based. Cycle For All events are non-competitive and do not have results, podiums, or awards given for time of completion for any portion(s) of the event that would suggest racing on the course(s). Ontario Cup and category upgrade points are not awarded at these events. Membership requirements subject to event rules.
4. **Regional Events** run with any category structure including but not limited to ability-based, age-based, or distance-based. Ontario Cup and category upgrade points are not awarded at these events. Membership requirements subject to event rules.
5. **Ontario Cup Race** events run with age-based categories (see Membership Requirements below). Ontario Cup and category upgrade points are awarded at these events. Membership requirements subject to event rules.
6. **Provincial Championship** events are run under Ontario Cup age-based championship categories (see Membership Requirements below). Ontario Cup and category upgrade points are awarded at these events. Membership requirements subject to event rules.
7. **National Race** events must run according to Cycling Canada stipulations and sanctioning. Membership requirements subject to event rules.

## **SANCTIONED EVENT FEES**

All sanctioned events will be subject to the fees according to their respective sanction package. Sanctioning packages can be found on the resources page of the OC website under the Event Organizer heading [here](#). Packages are broken down into four major groups depending on what type of event the organizer is planning to host – (1) OC Members Only Events, (2) Non-Member Events, (3) Events with their own Insurance, and (4) Charity Events. Sanctioning fees will fluctuate depending on the number of participants, number of non-members participating, and if the event is using OC insurance coverage.

If there are any questions regarding event sanctioning and the associated packages, please reach out to the OC Events Team at [events.team@ontariocycling.org](mailto:events.team@ontariocycling.org).

### **Below are the fees included within each sanctioned event:**

#### **1. Event Permit**

The Event Organizer will be required to submit an Event Permit Application as part of the sanctioning process. The Event Permit fee is built into the upfront cost organizers will be billed according to their respective sanction package upon approval of paperwork. If an event must be cancelled, the portion of the upfront cost for the permit fees is non-refundable & non-transferable.

#### **2. Event Insurance**

Any organizer hosting an event requiring insurance coverage must complete and submit a Commercial Event Insurance form to OC. The Insurance Certificate Fee is built into the upfront cost organizers will be billed according to their sanctioning package. Fees for the event must be paid prior to event day and non-member insurance costs (if applicable) based on participation numbers following the event will be reconciled.

Additional insured listed may only include landowners, municipalities, and governments. Sponsors should not be listed within the additional insured list. In general, the names provided to be added as named insured should only be those that have specifically requested to be named (e.g., municipality, landowner, etc.). We will not list those that are providing services as that should be covered under their own liability policy (e.g., first aid, photography services, sponsors, etc.). If you are in doubt or have questions, please contact OC's office. Commercial Event insurance forms can be found on the Ontario Cycling website. Organizers may update their Certificate of Insurance application up to 2 times at no extra cost. Any further updates are subject to a \$25 administrative fee.

Organizers are permitted to secure their own insurance for an event, if there is \$10 million comprehensive general liability coverage, and it is approved by OC insurance broker. This insurance must list OC and Cycling Canada (CC) as additional insured and a copy of the insurance certificate be submitted to OC office.

Insurance permits are for a specific date and may not be transferable. If an organizer is offering insurance for non-members, they may charge the non-member insurance fee in addition to the registration if they wish. Commercial insurance applications are due fifteen (15) business days in advance of the event.

### 3. **Levies**

Unless otherwise stated, a fee of \$3.25 + HST per event registrant over the amount of rider levies included in the organizers respective sanctioning package (DNS and DNF included) must be reconciled with OC. Levies are based on published start lists for races and registered entrants for all other events. Organizers are expected to follow up with OC post-event, providing final registrant numbers within 3-5 business days to report final participant numbers and levies owing.

### 4. **Non-Member Permits**

At OC's discretion, and in agreement with the Organizer on the terms, Non-Member Permits may be available for your event. Non-Member Permits may only be sold during registration (not available onsite) at a cost of:

- \$10.00 for Adults (19+)
- \$5.00 for Youth (U19)

Individuals purchasing a Non-Member Permit and then looking to obtain a same season OC Challenge, Compete, or UCI Race License, may apply the cost of one previously purchased Non-Member Permit towards their OC Membership purchase. Individuals interested in doing this will need to contact the OC office to obtain a coupon code for the previously paid Non-Member Permit.

## **EVENT SANCTION CHART**

<b>Event Sanction</b>	<b>Sanction Details</b>		
	<b>Category Structure</b>	<b>Ontario Cup Points</b>	<b>Non-Member Permit</b>
<b>Weekly Series</b>	Any structure (ability, age, and/or distance-based)	N/A	Yes, upon request to OC
<b>General Series</b>			
<b>Cycle For All &amp; Regional Events</b>			
<b>Ontario Cup &amp; Provincial Championships</b>	Age-Based	Yes	Yes, challenge categories only
<b>National</b>	According to CC Stipulations & Sanctioning	N/A	Yes, challenge categories only

## **OTHER ITEMS**

### **Pre-Ride Insurance**

Insurance for pre-riding requires all participants to be registered for the event and have signed an Ontario Cycling waiver to have valid coverage. To ensure that all participants are recorded, it is strongly encouraged that pre-riding days also have a separate online registration.

### **Alcohol Insurance**

Alcohol is not permitted at events without prior written approval from the OC. This includes samples and prizing. Events that wish to include alcohol must submit a Liquor Liability Application as well as submit a copy of the insurance coverage from the third-party organization responsible for the alcohol. Additional insurance fees will apply. Liquor Liability Application forms can be found on the OC website and must be submitted fifteen (15) business days in advance of the event. We may require copies of Special Occasion Permits and/or evidence of smart serve certificates.

### **Refundable Registration**

CCN Bikes/Interpodia has developed a system where individual participants can register and purchase "upgraded refund terms" as a form of registration protection. This small additional fee will help ensure that if participants are unable to attend an event, for various reasons listed at the link below, their registration fees will be compensated by CCN Bikes. This is not an OC service and should you have any questions or concerns please contact CCN directly. For more information, please review the [Interpodia/CCN Refundable Registration Program](#).

### **Unsanctioned Event Participation**

If a commissaire is made aware that a rider has competed in an unsanctioned event, Ontario Cycling will not be penalizing that rider. Riders with jerseys from non-sanctioned events will not be allowed to wear them as they must wear the jersey that corresponds to their membership. Results from riders who have won at unsanctioned events will not be taken into account for Ontario Cycling call-up orders. Call-up orders are based on the order listed in the guidelines and the event technical guide.

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## **GENERAL GUIDELINES: ALL LEVELS OF EVENTS**

### **ORGANIZER REQUIREMENTS**

- It is recommended that all Organizers complete a Commissaire training course. For information related to Commissaire courses, please contact the OC office.
- All organizers are recommended to obtain/possess a valid UCI Technical license with Organizer listed.
- All organizers must be in good standing with Ontario Cycling.

### **REGISTRATION REQUIREMENTS**

#### **1. Online Registration Requirements**

CCN Bikes is OC's preferred provider of online registration services. All sanctioned events must use CCN bikes to administer their event registration, unless otherwise approved by OC office. It is the responsibility of the Organizer to set up the online registration, ensure all online waivers are attached and inform CCN that OC requires access to monitor registrations (in case of any membership issues that can be resolved prior to the event). Events sanctioned by OC on CCN are linked to the OC database so participant membership status is shown in reports, streamlining the registration process.

Prior to registration going live on CCN, the following guidelines must be adhered to:

- Registration cannot go live until the following has been submitted AND approved:
  - Signed Sanctioning Agreement (Prior to posting on Official Calendar)
  - Completed Event Permit Application (Prior to posting on Official Calendar)
  - Payment of Event Permit fees
- The following items may be completed after the event has gone live:
  - Completed Technical Guide
  - Completed Emergency Action Plan
  - Certificate of Insurance Application
  - Payment of Insurance Certificate fee

OC shall be given access to CCN registration to monitor membership issues. If your event has received approval to utilize other registration software, OC will need to obtain registration lists with enough time to properly verify memberships.

Registration must close on the Wednesday prior to the race at midnight unless other arrangements have been made with the OC office.

The organizer is directly responsible for any expenses incurred due to early registration setup before obtaining permission from Ontario Cycling.

All riders must sign both an OC waiver as well as a Concussion Code of Conduct. To streamline waiver capture, waivers must be built into the registration system for riders to sign off on.

All event waivers and registration must be completed online. Participants who have missing waivers will be contacted in advance by the Organizer to complete before the event. The Organizer is responsible for forwarding to OC scanned PDF copies of those waivers. CCN Bikes has the capability to embed the waiver as part of the registration process for participants to sign electronically.

## **2. Event Registration Requirements**

The following registration standards must be adhered to at the sanctioned event:

- Rider sign-in must be located within 250m of the start line. Organizers are encouraged to limit contact/gathering as much as possible. An online check-in process is encouraged, especially for series events where a number does not need to be given at each event.
- All memberships must be checked however this can be done from a distance either by seeing the person's digital or hard copy version
- \*Riders must race in the category indicated on their license (if applicable)
- \*Entry fee caps are in place. Please refer to the entry fee chart in your discipline's appendix
- Pre-registration must be offered through OC's registration system, CCN bikes unless otherwise agreed to
- All events in 2024 will be online pre-registration only
- \*Rider sign-in closes 30-minutes prior to the first rider departing. Start lists should be delivered to the Lead Commissaire immediately after rider sign-in closes
- \*Prize list must be posted online (if applicable)
- Appropriate number of staff/volunteers at the registration desk to manage rider check-in

*\*May not apply to Regional, Weekly Series, or Cycle For All events*



### **3. Membership Requirements**

For all 2024 Events, registration will be open to 2024 Challenge, Compete, and UCI Race License holders. However, there will still be a minimum age requirement to participate in OCups and/or Provincial Championships.

In addition, organizers may have the option to offer Non-Member Permits as part of their event. Please contact the office for more details. This must be done via online registration only. An insurance premium will apply.

## **SPORT TECHNICAL REQUIREMENTS**

### **1. Technical Guide**

Technical Guides associated with the event must be submitted for approval and review by OC and Lead Commissaire, no later than 60 days before the event. Published upon approval a minimum of 45 days before the event day. OC reserves the right to withhold sanctioning an event until further review of the event technical guide. Organizers should be prepared to provide further details as requested by OC.

Technical Guide to include the following:

- Sanctioned By OC logo and series-related logo (if applicable). Should also be posted on the event website and registration page.
- Category race information (start time, distance, membership chart)
- Registration Information
  - Pre-Registration (website, opening/closing dates, cost)
  - Event Day (sign-in location, closing time)
- Race rules and regulations
  - Course rules (bib placement, pre-riding)
- Membership Chart (see below)
- Course map to scale including a course profile
  - Course maps must be easy to understand for pre-riding
  - Direction to race and parking location
  - Start/Finish close-up
- Safety and emergency action plans and information
  - Direction to the nearest hospital(s)
  - Organization or individual(s) responsible for First Aid
- Prize list and protocol (if applicable)
- Refund/Cancellation Policy

In addition to the Technical Guide, Organizers must also submit the following:

- Image of the start/finish area
- Marshal locations and venue map
- Traffic Management Plan (if applicable)
- Staffing Plan

Note: Weekly Series and Cycle For All events are not required to have a detailed technical guide; however, it is recommended that one be prepared. In all cases, Organizers should be prepared to provide further details as requested by

OC. Reduced documentation requirements and simplified structure are not to be confused with standard risk management requirements for the event.

## **2. Race Course**

The racecourse may include a variety of terrain such as road sections, forest tracks, fields, and earth or gravel paths, and include significant amounts of climbing and descending. Paved or tarred/asphalt roads should not exceed 15% of the total course.

The Start/Finish area must be at least 6 metres wide for at least 50 metres before the start line, and at least 6 metres wide for at least 100 metres after the start line. The course must be marked out (using stakes or banners) and protected for its entire length. Barricades or banners are encouraged at the start/finish area to prevent spectators from crossing the course within the barricaded area. A call-up area which is sufficiently large for riders to queue up together to be called to the line must be provided.

Directional arrows must indicate the route to be followed showing changes of course, intersections, and potentially dangerous features. Arrows must be on the right-hand side of the course except for right turns in which case arrows before and at the turn must be on the left-hand side of the course. An arrow must be located 10 metres before each junction and at the junction to confirm the correct route has been followed. Marshals must be at every intersection of the course with marshals at the control points in radio contact with the organizer. For 2024, for OCups, organizers are encouraged to have shorter loops that prioritize speed vs endurance.

The organizer may provide a bike washing area for participants. Inflatable arches crossing the course are prohibited, unless held up by a solid structure.

### **3. Timing & Results**

All events (does not apply to Regional, Weekly Series, Cycle For All events) in 2024 are to be appropriately timed, providing a result for each participant. Timers must be approved by OC in advance.

All official results must be printed by the Timer (with Gold, Silver, and Bronze listed) and signed by the President of the Commissaire Panel.

All results should be forwarded to OC within 24 hours of the completion of the event so that they can be listed on the Results page of OC website. Results must be in either Excel, PDF, or html format, sorted by category, with the following items displayed:

- Placing
- Rider's #
- Rider's Category
- Rider's First and Last Name
- Rider's Club/Team Name
- Rider's Time/Result (Lap times also encouraged)
- Rider's Earned Ontario Cup Points/Upgrade Points (OCup events only)

### **4. Post-Event Reporting**

Organizers are required to provide the following within 3-5 business days, following the completion of each event:

- Total number of participants (DNS and DNF participants must be included), broken down by non-members and OC members.
- Sport Injury Report Forms
- Completed waivers (online collection within the registration system)

Failure to comply will result in additional mandatory fees:

- \$50 if past the 5 business days, and before 30 days after the event.
- \$100 if within 31-60 days after the event.
- \$150 if within 61-90 days after the event.

Non-compliance or lack of full payment may result in future cancellation of event permits, fines, or discipline.

## **MARKETING REQUIREMENTS**

Upon approval of the event technical guide and/or payment of fees, OC shall advertise the event on OC website Calendar of Events. Events will not be posted on the calendar until all paperwork is finalized and payment has been received.

Organizers will need to provide content that can be utilized by OC to help promote the event on social media (e.g., logos, photos, videos, etc.) in advance. Collaboration on marketing efforts can result in a greater reach and exposure for your event advertising. If you would like to market your event, reach out to Ontario Cycling's designated Marketing & Communication representative.

## **ON-SITE REQUIREMENTS**

### **1. Facilities**

The organizers shall have a permit for the use of the course/venue and shall ensure that the permit follows all local requirements. The organizer is responsible for ensuring that adequate barriers are in place to keep spectators off the racecourse in the vicinity of the start/finish and other areas of the racecourse as required.

### **2. Toilets**

Washroom facilities must be available in quantities appropriate to the number of participants. Consideration must also be given to providing nearby access to washroom facilities for officials located at the finish line. In addition, organizers are strongly encouraged to provide barrier-free washrooms especially if a race included para-athletes. Organizers are encouraged to reach out to their local public health unit for information on how many toilets would be required for your event size along with sanitation requirements.

### **3. Signage**

Event sites must have adequate signage. This includes registration, facilities, and course signage including route deviations. All marketing signage online and on-site must show that the event is sanctioned by OC. Please contact OC to receive the appropriate OC logo to be used on signage, both online and on-site.

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## COMMUNICATION REQUIREMENTS

### 1. Public Address System

A public address system is recommended for all events in 2024. The public address system should be used for all rider/race announcements as well as during the awards presentation/ceremony. This can be using a microphone, PA system and/or loud hailer.

### 2. On-site Communications

OC shall provide appropriately licensed, 2-Way VHF radios for race management at Ontario Cup and Provincial Championship events. The radios have multiple channels and should be distributed accordingly. Handheld radios for OC staff, Technical Delegate, Lead Commissaire, First Aid and primary Event Organizer. Outside of Ontario Cup and Provincial Championship events, organizers are responsible for any other radio requirements at the event (e.g., race operations of the Organizer).

**Note:** The Organizer must be able to always contact First Aid and be equipped with the means to effect adequate communication with the lead official over the course of the event. The Organizer must be always available by radio or backup plan and provide a knowledgeable volunteer at the start/finish area to answer race questions, who is always clearly identifiable.

### 3. Land Acknowledgement

Ontario Cycling recommends that event organizers acknowledge the land on which their event will be taking place. Making this acknowledgement in the technical guide for the event (if applicable) and when speaking to all riders prior to the start of the event. For information on how to acknowledge a territory in a respectful and thoughtful manner, visit the government of Canada's website [here](#). For help identifying what Indigenous nations may have resided on the land your event will be taking place on, visit Native Land's digital map [here](#) (not representative of official or legal boundaries). To learn about definitive boundaries, always contact the nations in question.

## SAFETY REQUIREMENTS

### 1. Sport Injury Report Form

Organizers are responsible for the timely completion of sport injury report forms. All reports must be submitted to OC, by the Organizers within 5 days of the initial incident. Fillable PDF accident report forms can be found on OC website or by clicking the following link [2024 OC Sport Injury Form](#).

## 2. First Aid

In addition to first aid coverage outlined in a fully completed Emergency Action Plan (EAP) form, an onsite first aid person provided by **Odyssey Medical** or approved by OC equivalent must be provided. The designated First Aid person must be readily identifiable at the event. If Odyssey Medical is not the medical provider, organizers are required to use a provider of similar credentials. OC has the right to request verification of First Aid qualifications.

Odyssey Medical is the approved medical service provider however, if another approved service is being used, there must be an event representative (Organizer/volunteer) to note all incidents/accidents/crashes/injuries, etc. At a minimum, we require the name (if possible, to attain), bib number, wave of race, and suspected injuries.

If neither Odyssey Medical nor other approved First Aid Medical service is being used. All individual's acting as medical personnel at a sanctioned event are required to have an active Emergency First Responder Certification through a recognized agency (i.e., St. John's Ambulance or Red Cross) at minimum. Providing OC with a copy of the individual's certification no later than 30 days from the event date.

The number of riders attending an event will impact the number of medical personnel required to have sufficient first aid response. OC recommends that organizers have the following number of medical personnel for the respective number of riders at an event:

- 0 to 100 riders – 1 medical personnel + EAP Coordinator
- 101 to 300 riders – 2 medical personnel + EAP Coordinator
- 301 to 600 riders – 3 medical personnel + EAP Coordinator
- 601 to 1,000 riders – 4 medical personnel + EAP Coordinator
- Greater than 1,000 riders – 5 or more medical personnel + EAP Coordinator

Medical personnel should think about bringing the following first aid supplies with them when preparing for an event – access to a tourniquet, sling, gauze, bandages, gloves, sterile wipes/antiseptic wound cleaner, ice for treating heat stroke, cell phone or other device to contact 911, and be always in radio communication with the EAP Coordinator/ Event Organizer.

In the event of an accident, the organizer is responsible for providing Ontario Cycling with the incident report information. This may require the organizer to reach out to the contracted medical provider to obtain the information, or to request that the athlete allow for the information to be shared.

## 3. Rowan's Law

Ontario's new Rowan's Law is in effect at all OC sanctioned events in the Province of Ontario. For more information visit **[Ontario Rowan's Law Concussion Safety](#)**.

Organizers should be aware of all requirements under the legislation including having athletes under 26 agree to a concussion code of conduct as part of registration. ***It is the Organizer's responsibility to ensure completion of this waiver by all participants under the age of 26.***

#### **4. Inclement Weather Policy**

Local weather should be monitored by the Event Organizer. Events will not be held during conditions of thunder and lightning, excessively high winds or in the unlikely event of a possible tornado. In the event of thunder or lightning, the course must be evacuated, and shelter found. Thirty minutes must pass from the last clap of thunder or flash of lightning before riders may resume their competition. The next occurrence begins a new 30-minute cycle. The President of the Commissaire Panel in consultation with the Organizer will be responsible for making decisions regarding stoppage/delay/evacuation due to thunder, lightning, or other extreme weather patterns.

Please reference the OC Weather Policy & Guidelines for more information [here](#).

## WEEKLY SERIES, CYCLE FOR ALL EVENTS

### CATEGORIES & MEMBERSHIP REQUIREMENTS

All MTB sanctioned events must ensure participants are members, unless approved to offer a Non-Member Permit option. For most events, participants are required to possess one of either an OC Challenge Membership, Compete Membership, or UCI License.

Sanction	Non-Member Permit	Community Membership*	Challenge Membership	Compete Membership	UCI License
Weekly Series	X (On Application)	X	X	X	X
Cycle For All	X (On Application)	X	X	X	X
Regional	X (On Application)		X	X	X

\*\$5 million in liability and no sport accident coverage

### TECHNICAL GUIDE

Weekly Series and Cycle For All events are not required to have a detailed technical guide, however it is recommended that one be prepared. In all cases, Organizers should be prepared to provide further details as requested by OC. **Reduced documentation requirements and simplified structure are not to be confused with standard risk management requirements for the event.**

### RESULTS

Organizers are encouraged to provide results for ALL participants. Organizers are responsible for timing, judging, and results. If interested, organizers may provide results to OC for posting purposes.

### OFFICIALS

Weekly Series and Cycle For All events are strongly encouraged to provide a licensed official or person who has successfully completed the Provincial 'C' Commissaire course to help ensure an event remains fair, safe and to help provide a quality racing opportunity.



## **2024 ENTRY FEES**

Organizers are encouraged to set entry fees appropriate for the level of organization of their event. Experience has shown that entry fees that are too high will discourage athletes from participating in your event. Entry fee caps are shown in the appendixes relevant to your event and discipline type.

***Note: A quality event can be run within the fee tables provided and events wishing to charge more must be able to prove value to the participants.***

***These prices may be adjusted upon submission.***

## ONTARIO CUP EVENTS

### ONTARIO CUP MTB SERIES OVERVIEW

The Ontario Cup MTB Series is the premier race series in Ontario. The OC has developed the following standards for these events to assist race organizers, and to ensure that Ontario Cup events are organized to the highest standards. The following is a brief overview of the Series as well as guidelines which all organizers must follow.

### ONTARIO CUP SCHEDULE

Date	OCUP #	Event	Event Types
May 4 <sup>th</sup> -5 <sup>th</sup>	1	Woodnewton, Uxbridge	XCC, XCO
May 17 <sup>th</sup> -19 <sup>th</sup>	2	Hardwood Ski & Bike, Oro-Medonte	XCC, XCO
June 15 <sup>th</sup> -16 <sup>th</sup>	3	Hiawatha Highlands, Sault Ste. Marie	XCC, XCO
June 29 <sup>th</sup> -30 <sup>th</sup>	4	Highlands Nordic, Duntroon	XCC, XCO
July 28 <sup>th</sup>	5	Mansfield Outdoor Centre, Mulmur	XCO
August 9 <sup>th</sup> -11 <sup>th</sup>	Prov.	Area 8 Conservation Series, Milton	XCC, Team Relay, XCO

### REGISTRATION

Series registration for Ontario Cup Mountain Bike events is available, giving riders the opportunity to register for all 6 events (5 OCups + Provincials) at one-time for a reduced rate over registering for each event individually. Registration for all OCup and Provincial Championship events close on Thursday of race week at 11:59pm.

## **OFFICIALS**

Ontario Cup events require a minimum of 3 officials and OC will work with the Provincial Lead Commissaire to assign them. Officials are to be paid by the organizer including honorariums, mileage, and accommodations as requested, unless otherwise agreed to.

## **ONTARIO CUP CALL-UP PROTOCOL**

Call-ups for OCups are designed to encourage participation in the OCup series by Ontario riders. OCup races use ability-based categories:

- 1) Call-ups will be done by OCup points only for the first 2 rows.
- 2) Riders tied with the same number of OCup points will be randomized.
- 3) After the first 2 rows are filled, the rest of the riders will fill the remaining places on a first-come, first-served basis
- 4) If the first 2 rows are not filled, other riders can take open positions there.
- 5) When two or more categories are combined in the same start wave (that is, start at the same time offset), those riders will be considered "in the same race". Call-ups will cycle between each category to fill the first 2 rows (1st, 1st, 1st, 2nd, 2nd, 2nd, 3rd, 3rd, 3rd, 3rd, etc.)

Organizers may wish to publicly acknowledge National, World Champions or other celebrity riders in their race. These acknowledgments will be done before the call-ups. Participants will then be called up following the procedure above only. There is no penalty if the riders save a place and allow another rider to move up to take it (riders may choose any position after their call-up).

## **PROVINCIAL CHAMPIONSHIP CALL-UP PROTOCOL**

Call-up rules are as follows:

- 1) Current Canadian National Champion
- 2) Outgoing Ontario Provincial Champion
- 3) UCI ranking (decreasing UCI points)
- 4) Derived OCup Series Rank (see below)
- 5) Random

### **Derived OCup Series Rank**

Ability-based OCup standings are converted to an age-based ranking as follows:

- 1) For all OCup riders competing in the same provincial age group, sort them by:
  - a. OCup Ability Category (1. Expert, 2. Sport)
  - b. Then OCup Points (Most to Least)

Call-Ups are for OC member and licensed riders only.

## ONTARIO CUP POINTS

Ontario Cup points are awarded to all categories. Only riders who purchase their membership through OC are eligible for OCup points. DNF riders (riders who do not finish) are not entitled to OCup points. Ontario Cup series champions will be decided by season ending Ontario Cup MTB series point totals by a simple tally of all the OCup points earned at OCup events and Provincial Championships for the current year.

The breakdown of OCup points are as follows for each category:

XCO	
Place	Points
1 <sup>st</sup>	25
2 <sup>nd</sup>	20
3 <sup>rd</sup>	16
4 <sup>th</sup>	13
5 <sup>th</sup>	11
6 <sup>th</sup>	10
7 <sup>th</sup>	9
8 <sup>th</sup>	8
9 <sup>th</sup>	7
10 <sup>th</sup>	6
11 <sup>th</sup>	5
12 <sup>th</sup>	4
13 <sup>th</sup>	3
14 <sup>th</sup>	2
15 <sup>th</sup>	1

*\*OC reserves the right to grant double OCup points status to any Ontario Cup event, subject to it being announced at least 30 days in advance of the event in question.*

*\*\*Non-Members competing at OCup events are not eligible to earn OCup points.*

Riders will earn a x1.2 multiplier to their total 2024 OCup Points tally for having competed in the 2024 Provincial Championships of the respective discipline. To earn the multiplier a rider must both register for Provincial Championships and start their race, riders who do not start their race (DNS) are not eligible. For example, the final top three of an OCup category could look like:

Name	OCup #1	OCup #2	OCup #3	OCup Total	Provincials	Final Points
Rider 1	20 (2 <sup>nd</sup> )	25 (1 <sup>st</sup> )	16 (3 <sup>rd</sup> )	61	x1.2 (Yes)	73.2
Rider 2	16 (3 <sup>rd</sup> )	16 (3 <sup>rd</sup> )	25 (1 <sup>st</sup> )	57	x1.2 (Yes)	68.4
Rider 3	25 (1 <sup>st</sup> )	20 (2 <sup>nd</sup> )	20 (2 <sup>nd</sup> )	65	x1 (No)	65

## Tie Breaking Policy – Ontario Cup Series Points

When two or more riders are tied at the end of the Ontario Cup series, the following criteria and procedure shall be utilized by the OC office to determine which rider is awarded the higher place in the standings.

- Most race wins in the series.
- Overall Points Average (number of points divided by events attended).
- Highest placing in commonly attended events (who placed higher in the standings when both riders attended the same events).
- Highest placing in the last event of the series.

## Category Upgrade Process

In 2024, riders competing in Regional or Ontario Cup events are eligible to self-seed into the category they feel best matches their racing ability. If a rider decides that a race category is too difficult (or subsequently not difficult enough), they will be able to downgrade or upgrade at their discretion.

If a rider would like to upgrade age categories, for example U15 to U17 Expert they are required to submit a formal upgrade request via the OC upgrade form [HERE](#). Age category upgrades require the submission of race results, race experience, and other supporting information – to be eligible to submit an upgrade request riders must first meet the required criteria as listed in the form. All upgrade requests are subject to approval from the Ontario Cycling Upgrade Committee.

At Provincial Championships riders must race in their age group.

As a [True Sport](#) organization, Ontario Cycling continues to believe in the True Sport Principles. To this effect, OC reserves the right to move riders into a more suitable category that matches their abilities to ensure the principles of PLAY FAIR, RESPECT OTHERS and KEEP IT FUN are preserved.

*\*If an age category upgrade is requested for a nationally sanctioned category (Canada Cup [U17 Expert, U19 Expert, Elite]) the request will need to be submitted to and approved by Cycling Canada.*

*\*\*You must race the category on your license (if you have a UCI license, please notify the OC office in advance of your event if you are planning to upgrade or downgrade categories).*

## OCUP/PROVINCIAL CATEGORY STRUCTURE & MEMBERSHIP REQUIREMENTS

Charts to be included in all Technical Guides (subject to change).

Ontario Cup XCC					
Category	Age	Non-Member Permit*	Challenge Membership	Compete Membership	UCI License
U13 Girls	8-12 years	X	X	X	X
U13 Boys	8-12 years	X	X	X	X
U15 Girls	13-14 years	X	X	X	X
U15 Boys	13-14 years	X	X	X	X
U17 Girls	15-16 years	X	X	X	X
U19 Women	17-18 years	X	X	X	X
Elite Women	19+ years	X	X	X	X
35-49 Master Women	35-49 years	X	X	X	X
50+ Master Women	50+ years	X	X	X	X
U17 Boys	15-16 years	X	X	X	X
35-49 Master Men/Open	35-49 years	X	X	X	X
50+ Master Men/Open	50+ years	X	X	X	X
U19 Men	17-18 years	X	X	X	X
Elite Men	19+ years	X	X	X	X

*\*Riders competing in events on a Non-Member Permit are subject to an additional fee at the time of registration, \$5 and \$10 for Youth and Adults respectively. Non-Members will not be eligible to earn OCup Points, Call-Ups, and giveaways from Ontario Cycling at applicable events.*

Ontario Cup XCO					
Category	Age	Non-Member Permit*	Challenge Membership	Compete Membership	UCI License
U11 Girls/Boys	8-10 years	X	X	X	X
U13 Girls/Boys	11-12 years	X	X	X	X
U15 Girls/Boys	13-14 years	X	X	X	X
U17 Sport Girls/Boys	15-16 years	X	X	X	X
Master Sport Men/Open 55-64	55-64 years	X	X	X	X
Master Men/Open 65+	65+ years	X	X	X	X
U19 Sport Women	17-18 years	X	X	X	X
Senior Sport Women	19-34 years	X	X	X	X
Master Sport Women 35-44	35-44 years	X	X	X	X
Master Sport Women 45-54	45-54 years	X	X	X	X
Master Sport Women 55-64	55-64 years	X	X	X	X
Master Women 65+	65+ years	X	X	X	X

U19 Sport Men	17-18 years	X	X	X	X
Senior Sport Men	19-34 years	X	X	X	X
Master Sport Men/Open 35-44	35-44 years	X	X	X	X
Master Sport Men/Open 45-54	45-54 years	X	X	X	X
Senior Expert Women	19-34 years			X	X
Master Expert Women 35-44	35-44 years			X	X
Master Expert Women 45-54	45-54 years			X	X
Master Expert Women 55+	55+ years			X	X
U17 Expert Boys	15-16 years			X	X
U19 Expert Men	17-18 years			X	X
U17 Expert Girls	15-16 years			X	X
U19 Expert Women	17-18 years			X	X
Elite / U23 Men	19+ years			X	X
Elite / U23 Women	19+ years			X	X
Senior Expert Men	19-34 years			X	X
Master Expert Men/Open 35-44	35-44 years			X	X
Master Expert Men/Open 45-54	45-54 years			X	X
Master Expert Men/Open 55+	55+ years			X	X

*\*Riders competing in events on a Non-Member Permit are subject to an additional fee at the time of registration, \$5 and \$10 for Youth and Adults respectively. Non-Members will not be eligible to earn OCup Points, Call-Ups, and giveaways from Ontario Cycling at applicable events.*

<b>Provincials XCC</b>					
<b>Category</b>	<b>Age</b>	<b>Non-Member Permit*</b>	<b>Challenge Membership</b>	<b>Compete Membership</b>	<b>UCI License</b>
U13 Girls	8-12 years	X	X	X	X
U13 Boys	8-12 years	X	X	X	X
U15 Girls	13-14 years	X	X	X	X
U15 Boys	13-14 years	X	X	X	X
U17 Girls	15-16 years	X	X	X	X
U19 Women	17-18 years	X	X	X	X
Elite Women	19+ years	X	X	X	X
35-49 Master Women	35-49 years	X	X	X	X
50+ Master Women	50+ years	X	X	X	X
U17 Boys	15-16 years	X	X	X	X
35-49 Master Men/Open	35-49 years	X	X	X	X
50+ Master Men/Open	50+ years	X	X	X	X
U19 Men	17-18 years	X	X	X	X
Elite Men	19+ years	X	X	X	X

*\*Riders competing in events on a Non-Member Permit are subject to an additional fee at the time of registration, \$5 and \$10 for Youth and Adults respectively. Non-Members are not eligible to win the title of Provincial Champion and will be awarded in a separate non-championship podium ceremony if finishing in the top 3 at Provincials.*

Provincials Team Relay					
Category	Age	Non-Member Permit	Challenge Membership	Compete Membership	UCI License
Open (4 Riders, min 1 Female)	8+ years	X	X	X	X

Provincials XCO					
Category	Age	Non-Member Permit*	Challenge Membership	Compete Membership	UCI License
U11 Girls/Boys	8-10 years	X	X	X	X
U13 Girls/Boys	11-12 years	X	X	X	X
U15 Girls/Boys	13-14 years	X	X	X	X
U17 Sport Girls/Boys	15-16 years	X	X	X	X
Master Sport Men/Open 55-64	55-64 years	X	X	X	X
Master Men/Open 65+	65+ years	X	X	X	X
U19 Sport Women	17-18 years	X	X	X	X
Senior Sport Women	19-34 years	X	X	X	X
Master Sport Women 35-44	35-44 years	X	X	X	X
Master Sport Women 45-54	45-54 years	X	X	X	X
Master Sport Women 55-64	55-64 years	X	X	X	X
Master Women 65+	65+ years	X	X	X	X
U19 Sport Men	17-18 years	X	X	X	X
Senior Sport Men	19-34 years	X	X	X	X
Master Sport Men/Open 35-44	35-44 years	X	X	X	X
Master Sport Men/Open 45-54	45-54 years	X	X	X	X
Senior Expert Women	19-34 years			X	X
Master Expert Women 35-44	35-44 years			X	X
Master Expert Women 45-54	45-54 years			X	X
Master Expert Women 55+	55+ years			X	X
U17 Expert Boys	15-16 years			X	X
U19 Expert Men	17-18 years			X	X
U17 Expert Girls	15-16 years			X	X
U19 Expert Women	17-18 years			X	X
Elite / U23 Men	19+ years			X	X
Elite / U23 Women	19+ years			X	X
Senior Expert Men	19-34 years			X	X



Master Expert Men/Open 35-44	35-44 years			X	X
Master Expert Men/Open 45-54	45-54 years			X	X
Master Expert Men/Open 55+	55+ years			X	X

*\*Riders competing in events on a Non-Member Permit are subject to an additional fee at the time of registration, \$5 and \$10 for Youth and Adults respectively. Non-Members are not eligible to win the title of Provincial Champion and will be awarded in a separate non-championship podium ceremony if finishing in the top 3 at Provincials.*

## EVENT DISTANCE, LAP, & DURATION REQUIREMENTS

Chart to be included in Technical Guides (subject to change).

<b>XCO</b>					
<b>Start Wave</b>	<b>Time</b>	<b>Categories</b>	<b>Distance</b>	<b># Of Laps</b>	<b>Duration</b>
1	9:15am	U19 Sport Men Senior Sport Men 19-34 Master Sport Men/Open 35-44 Master Sport Men/Open 45-54 Master Sport Men/Open 55-64 Master Men/Open 65+ Senior Sport Women 19-34 Master Sport Women 35-44 Master Sport Women 44-54 Master Sport Women 55-64 Master Women 65+	20-22km (Men/Open U55)  12-14km (Women & Men/Open 55+)	3 Laps (Men/Open U55) 2 Laps (Women & Men/Open 55+)	70-85min (Men/Open U55) 55-70min (Women & Men/Open 55+)
2	10:45am	U11 Girls/Boys U13 Girls/Boys	4-6km (U11) 6-8km (U13)	1 Lap (U11) 2 Laps (U13)	25-40min
3	11:30am	U15 Girls/Boys U17 Sport Girls/Boys U19 Sport Women Senior Expert Women 19-34 Master Expert Women 35-44 Master Expert Women 45-54 Master Expert Women 55+	12-14km (U19)  20-22km (Expert W)	2 Laps (U19) 3 Laps (Expert W)	55-70min (U19) 70-85min (Expert W)
4	1:00pm	U17 Expert Girls Elite/U23 Women U19 Expert Women Elite/U23 Men U17 Expert Boys U19 Expert Men Master Expert Men/Open 35-44 Master Expert Men/Open 45-54 Master Expert Men/Open 55+ Senior Expert Men 19-34	14-16km (U17 W) 20-22km (U17 M & U19 W) 26-28km (Expert M & Elite W) 32-34km (Elite M)	2 Laps (U17 W) 3 Laps (U17 M & U19 W) 4 Laps (Expert M & Elite W) 5 Laps (Elite M)	55-70min (U17 W) 55-70min (U17 M & U19 W) 75-90min (Expert M & Elite W) 85-100min (Elite M)

<b>XCC</b>					
<b>Start Wave</b>	<b>Time</b>	<b>Categories</b>	<b>Distance</b>	<b># Of Laps</b>	<b>Duration</b>
1	5:00pm	U15 Boys U15 Girls U13 Boys U13 Girls	1-2km per lap	Determined by race officials after the opening lap - based on speed of completion to result in desired total race duration.	20min
2	5:40pm	Elite Women U19 Women U17 Girls 35-49 Master Women 50+ Master Women			
3	6:20pm	U17 Boys 35-49 Master Men/Open 50+ Master Men/Open			
4	7:00pm	Elite Men U19 Men			

<b>Team Relay</b>					
<b>Start Wave</b>	<b>Time</b>	<b>Categories</b>	<b>Distance</b>	<b># Of Laps</b>	<b>Duration</b>
1	12:00pm	Open (4 Riders, minimum 1 Female)	26-28km	4 Laps (1 Lap/Rider)	75-90min

## EVENT CATEGORIES & REGISTRATION FEE CAPS

### SERIES REGISTRATION – XCO Only (5 Ontario Cups + Provincials)

Start Wave	Time	Categories	Registration Fees* Closing Thu, May 2 <sup>nd</sup> 11:59pm
1	9:15am	U19 Sport Men Senior Sport Men 19-34 Master Sport Men/Open 35-44 Master Sport Men/Open 45-54 Master Sport Men/Open 55-64 Master Men/Open 65+ Senior Sport Women 19-34 Master Sport Women 35-44 Master Sport Women 44-54 Master Sport Women 55-64 Master Women 65+	\$ 402 - \$ 422
2	10:45am	U11 Girls/Boys U13 Girls/Boys	\$ 211
3	11:30am	U15 Girls/Boys U17 Sport Girls/Boys U19 Sport Women Senior Expert Women 19-34 Master Expert Women 35-44 Master Expert Women 45-54 Master Expert Women 55+	\$ 292 (U15) \$ 312 (U17) \$ 357 (U19) \$422 (Expert W)
4	1:00pm	U17 Expert Girls Elite/U23 Women U19 Expert Women Elite/U23 Men U17 Expert Boys U19 Expert Men Master Expert Men/Open 35-44 Master Expert Men/Open 45-54 Master Expert Men/Open 55+ Senior Expert Men 19-34	\$ 422 (U17) \$ 438 (U19)** \$ 483 (Elite/U23)** \$ 472

\*Series registration fees are determined based on the sum of all individual events Early Bird pricing with an additional 10% discount.

\*\*The price of the U19 Expert & Elite/U23 categories are slightly higher as these categories are nationally sanctioned Canada Cup categories at OCup #2 and require an additional fee.

**ONTARIO CUPS (Individual Event)**

<b>Start Wave</b>	<b>Time</b>	<b>Categories</b>	<b>Registration Fee Caps</b> Closing Thu of race week 11:59pm
1	9:15am	U19 Sport Men Senior Sport Men 19-34 Master Sport Men/Open 35-44 Master Sport Men/Open 45-54 Master Sport Men/Open 55-64 Master Men/Open 65+ Senior Sport Women 19-34 Master Sport Women 35-44 Master Sport Women 44-54 Master Sport Women 55-64 Master Women 65+	\$85
2	10:45am	U11 Girls/Boys U13 Girls/Boys	\$50
3	11:30am	U15 Girls/Boys U17 Sport Girls/Boys U19 Sport Women Senior Expert Women 19-34 Master Expert Women 35-44 Master Expert Women 45-54 Master Expert Women 55+	\$60 (U15) \$70 (U17) \$85
4	1:00pm	U17 Expert Girls Elite/U23 Women U19 Expert Women Elite/U23 Men U17 Expert Boys U19 Expert Men Master Expert Men/Open 35-44 Master Expert Men/Open 45-54 Master Expert Men/Open 55+ Senior Expert Men 19-34	\$85 (U17) \$90 *\$95 (U19) *\$100 (Elite/U23) *ONLY at Canada Cup/OCup #2

## PROVINCIAL CHAMPIONSHIPS

<b>XCC</b>			
<b>Start Wave</b>	<b>Time</b>	<b>Categories</b>	<b>Registration Fees</b> Closing Wed, Aug 7 <sup>th</sup> 11:59pm
1	Friday 5:00pm	<b>U15 Boys</b> <b>U15 Girls</b> <b>U13 Boys</b> <b>U13 Girls</b>	\$30
2	Friday 5:40pm	<b>Elite Women</b> <b>U19 Women</b> <b>U17 Girls</b> <b>35-49 Master Women</b> <b>50+ Master Women</b>	\$30 (U17) \$40
3	Friday 6:20pm	<b>U17 Boys</b> <b>35-49 Master Men/Open</b> <b>50+ Master Men/Open</b>	\$30 (U17) \$40
4	Friday 7:00pm	<b>Elite Men</b> <b>U19 Men</b>	\$40

<b>Team Relay</b>			
<b>Start Wave</b>	<b>Time</b>	<b>Categories</b>	<b>Registration Fees</b> Closing Wed, Aug 7 <sup>th</sup> 11:59pm
1	Saturday 12:00pm	<b>Open</b> (4 Riders, minimum 1 Female)	\$10 per Rider

<b>XCO</b>			
<b>Start Wave</b>	<b>Time</b>	<b>Categories</b>	<b>Registration Fees</b> Closing Wed, Aug 7 <sup>th</sup> 11:59pm
1	Sunday 9:15am	U19 Sport Men Senior Sport Men 19-34 Master Sport Men/Open 35-44 Master Sport Men/Open 45-54 Master Sport Men/Open 55-64 <b>Master Men/Open 65+</b> Senior Sport Women 19-34 Master Sport Women 35-44 Master Sport Women 44-54 Master Sport Women 55-64 <b>Master Women 65+</b>	\$80
2	Sunday 10:45am	<b>U11 Girls/Boys</b> <b>U13 Girls/Boys</b>	\$45
3	Sunday 11:30am	<b>U15 Girls/Boys</b> U17 Sport Girls/Boys U19 Sport Women Senior Expert Women 19-34 <b>Master Expert Women 35-44</b> <b>Master Expert Women 45-54</b> <b>Master Expert Women 55+</b>	\$55 (U15) \$65 (U17) \$70
4	Sunday 1:00pm	<b>U17 Expert Girls</b> <b>Elite/U23 Women</b> <b>U19 Expert Women</b> <b>Elite/U23 Men</b> <b>U17 Expert Boys</b> <b>U19 Expert Men</b> <b>Master Expert Men/Open 35-44</b> <b>Master Expert Men/Open 45-54</b> <b>Master Expert Men/Open 55+</b> Senior Expert Men 19-34	\$80 (U17) \$85

*\*Categories in **Bold** are Championship eligible*