

## London Marathon Club Ballot Rules

As a UKA Affiliated club, the Norwich Road Runners is allocated a number of London Marathon Ballot places every year. In order to ensure fairness in the draw, and give everyone entering an equal chance, the committee have approved the following rules.

### 1. Rules of Entry

- 1.1 Any individual entering the ballot must have been a fully paid member of the Norwich Road Runners for at least 12 months prior to the date of the draw (the date the individual is registered with UKA as a member of the club).
- 1.2 The draw is only open to first claim members. Second Claim members are not allowed to participate in the draw and are advised to enquire with their First Claim club.
- 1.3 If an individual has won the club ballot in either of the preceding two draws they are not allowed to participate in the draw.
- 1.4 Any person entering the ballot must have marshalled at a minimum of two (2) of the club's race events (Horsford Cross Country Series, Ringland Half Marathon and Wroxham 5k Series- see 1.4i), or assisting with RNR support teams/club check point at Cley. It is the responsibility of the respective race director to maintain an accurate list of those who marshalled. This resets the day after that year's ballot.
- 1.4i Marshalling duties are not restricted to just helping on the day/night. Assisting races in other ways such as pre/post-race duties (race set-up/leafleting/clear up) can be counted as a 'marshal' duty for the purposes of the ballot. The club from time to time will help with other clubs races (For instance running a water station for another clubs race). The committee will let members know in advance if an particular event can also be counted,
- 1.5 Any individual who has entered the ballot and does not fulfil these points will be disqualified from the draw.

### 2. Ballot Types

- 2.1 There are two types of ballot: 1<sup>st</sup> Time and General.
- 2.2 The 1<sup>st</sup> Time ballot is for runners who have never entered or completed a marathon distance running race previously. This will be checked by the committee using the 'Power of 10' website. Any runner entering this ballot who has completed a marathon before will be excluded from the draw.
- 2.3 The General ballot is for those who have previously run a marathon and is open to anyone with a rejection slip or rejection email.

### 3. Ballot Places

- 3.1 The number of club places is decided by the London Marathon organisers based on the membership numbers of the club. The club's secretary is notified of the amount of places in autumn. The club will split the places evenly between 1<sup>st</sup> time and general entries. If an odd number of places are awarded preference will be given to the general ballot. The committee will advise entrants of the number of spaces and their allocation ahead of the draw.

## **4. Entering the Ballot**

- 4.1 Any individual who wishes to enter the ballot must submit the original copy of their rejection slip or a paper copy of their rejection email to the nominated committee member, ensuring that their name and choice of ballot (1<sup>st</sup> time or general) is clearly marked on the slip.
- 4.2 N.B. If a committee member wishes to enter the ballot they must submit their rejection slip or paper copy of their rejection email to the club chairman/nominated committee member and withdraw from the running of the ballot.
- 4.3 Photocopies will not be accepted. Only original slips (with the exception of rejection emails) will be accepted.

## **5. The Draw**

- 5.1 The ballot will be conducted on a date set by the committee, after the amount of places awarded has been confirmed. This will be advertised in advance to runners.
- 5.2 Any individual in the draw must be present at the draw, to represent themselves. If a person is not at the ballot and is chosen their name will be disqualified and another name picked.
- 5.3 If a person is unable to attend then they must inform the club Secretary, in writing (email is accepted) that they are unable to attend and nominate a representative for them, who will attend the ballot instead (this person must be identified on the letter to the club secretary).
- 5.4 Any person in the ballot represents themselves as well as one other person.
- 5.5 The club secretary or a person nominated by them, will conduct the draw and pick the names out of the ballot.
- 5.6 The 1<sup>st</sup> Time and General entries will be split. The club secretary will pull out the names from the 1<sup>st</sup> time hat (number of dependent on number of 1<sup>st</sup> time entries). These will be awarded their respective ballot entry.
- 5.7 The 1<sup>st</sup> Time entries will then be added to the general entries. The club secretary will then pull out names from this hat (number dependent on the number of general entries). These will be awarded their respective ballot entry.
- 5.8 The club secretary will then pull out one reserve for each of the ballot places awarded.

## **6. Complaints Procedure**

- 6.1 If a member wished to lodge a query or complaint regarding any part of the ballot process they must submit in writing a formal request to the club chairman no later than 7 days after the ballot has taken place.
- 6.2 The club chairman will review the request and decide if it requires further investigation. The chairman will write to the individual within 7 days of receiving the request informing them of the decision taken.

## **7. Pulling out of the London Marathon**

- 7.1 Should any successful ballot winner wish to withdraw from the London Marathon they must inform the club chairman and the club secretary. This place will then be given to the drawn reserve, should the London Marathon organisers still be able to change the entry details. If the deadline for transfers has passed, then that place is lost for the year.
- 7.2 If the reserve is unable to run the race then the other reserves are placed into a ballot and a name is drawn – this person will receive the ballot place.

**Agreed by Management Committee Monday 27<sup>th</sup> May 2019**