

NCNCA Equipment Request Form for 2006

Race Name: _____ Race Date: _____

Promoter's Club: _____ NCNCA Club? ___ Yes ___ No

Promoter's Name: _____

Promoter's email address: _____

Work Phone: _____ Home Phone: _____

Address for Race Day
Delivery: _____

Address for Prior
Delivery: _____

(most likely time of delivery, during weekdays prior to race weekend?
usually Wednesday)

Phone Number of Prior Delivery Location: _____

Note: Before filling out form below, please read all of the notes that follow.

EQUIPMENT: [#available] [#ordered] [#delivered] [comments]

Lap/Finish Bell: 2 _____

Lap Card Set: 2 _____

Bullhorn: 2 _____

Digital Finish Camera: 2 _____

First Aid Kit: 2 _____

Safety Vests: 30 _____

Traffic Cones: 300 _____

Stop/Slow Paddles: 10 _____

CC Fencing (100'roll): 40 _____

CC Fence Posts: 30 _____

Post Driver: 2 _____

Traffic Standards:

Metal Tripod Stands: 8 _____

Flagmen Ahead Signs: 4 _____

Prepare/Stop Signs: 4 _____

Road Closed Signs: 2 _____

Caution Bike Race Signs: 4 _____

Orange Flags: 20 _____

Extra Orange Flags: 30 _____

Sound System: 1 _____

Generator: 1 _____

Extension Cord (100?): 1 _____

Tent (10x10 ez ups): 1 _____

Digital Timing/Lap Clock: 1 _____

Push Brooms: 2 _____

Other: _____

Signature for receipt of Delivery: _____

Print Name: _____ Date: _____

How to get the equipment:

- 1) Fill out above form
- 2) Attach a Map for both addresses above
- 3) Mail this form at least two weeks before race to:

**NCNCA Equipment,
19780 Soulsbyville Road
Soulsbyville, CA 95372**

(209) 588-8297. You can FAX this form to **(209) 533-8234.** Or e-mail to **equipment@ncnca.org.** Please only send pages 1 and 2.

Information about NCNCA Equipment

There is no charge to NCNCA member clubs for use and delivery of the equipment. For non-members, the fee is \$1 per rider in the event, \$.50 per mile for the delivery, and a \$70 flat fee. However, if a promoter cancels an event without informing the equipment office at least three days prior to the event weekend, the club will be charged for the delivery. This service is only to transport the equipment to your race site (or prior delivery spot), not to operate or set it up. Your club is responsible for missing or damaged equipment, and will be billed for same.

If you wish to be informed about the status of your delivery, include a SASE with your request form or contact us by e-mail at veloprol@sonnet.com

Race numbers and pins are available through the NCNCA Bookkeeper at 9320 Village Tree Drive, Elk Grove, CA 95758, (916) 717-4864 (dentalpal@aol.com) . Numbers come in sets of 100 for \$18 (numbers available 1-1,000). Numbers will be shipped UPS, so order early, 30 days minimum.

If more than one event requests the same equipment for the same date, NCNCA Members conducting NCNCA, USCF or NORBA races on the 2005 NCNCA Calendar take precedence. Equipment may be split between races. Order _just _what you need.

If more than one event is one a weekend in the same area, it may end up being the responsibility of the two promoters to get the equipment to each other. The Equipment Director takes an annual vacation in late June, promoters during that time may need to cooperate to move the equipment.

Descriptions/Notes:

Bells: are electric, with dry cell batteries, or hand held bells with clappers

Lap cards: are on lap card boards, count up to 99 laps, one set comes with a stand.

Bullhorns: are electric, and are battery operated. Please turn volume to "0" at end of race, and be sure to store without turning on the siren switch.

Digital Finish Cameras: Sometimes come with the officials themselves, but be sure to order them anyway. They have adapters for plugging into car lighters or household current, and are equipped with batteries that will need charging before the race day. They are accompanied by a tripod. The officials may transport these to the next race; check with the Chief Ref at the end of the event.

First Aid Kits: are stocked with minor injury supplies, and are not meant to replace an EMT, paramedic or ambulance. If equipment is delivered after an event the previous day, these may be out of some items.

Traffic Cones: are standard 18" orange. We would like the same ones back that we deliver, not some of your city's or club's mixed in to make the right number. Please check them.

Stop/Slow Paddles: These are hand-held two-sided signs for halting or slowing traffic, usually at road races and time trials.

Crowd Control - Fencing: Comes in rolls of 100' length (some shorter rolls), 4' in height. This is orange plastic mesh "snow fence". The best thing to use for securing fence to posts and poles is white cotton sash cord, cut into two foot lengths. Please re-roll tightly after use, and tie near top and bottom. Remove all banners, strings, garbage and stickers before re-rolling, and *don't* use wire or zip ties to tie them up. Tightly means TIGHTLY. A roll should not be more than 11" in diameter for the stiffer fence, or 8" for the more flexible. *Your club will be charged \$5 for each roll that the equipment manager has to re-roll.*

Crowd Control - Fence posts: are 5' or 6' stakes to drive into the ground or secure against something (haybales? short fixed posts?) Support for the fencing is needed every 20 feet or so. The post driver assists in sinking the post in the ground. If you bend the pole while trying to get it out of the ground, be sure to re-bend and straighten it for the next user

Traffic Standards: are a set of tripod stand/mesh sign/brace that are Caltrans acceptable. The signs are to be spread on the orange kite-frame-like braces and affixed to existing poles or the tripods (thus you may not need the tripods, which are heavy and awkward). The tripods have spaces for two orange flags, for more visibility.

Sound System: suitable for a small area, and must be plugged into household current or generator. Consists of mike, two speakers, amplifier and cords.

Generator: will supply current for sound and/or camera monitors. It needs gasoline to operate, and will be delivered with a spare gas can. It may need oil (motor oil) to start; check the oil intake; oil should be up to the threads inside; the generator won't start without enough oil.

Extension Cord: 100' to distance generator from announcer, or bring electricity from another source

Tents: are 10x10 easy-up; good for shade, light rain; come with 1-3 walls as well.

Digital Timing/Lap Clock: 4'x1'x1' digital display clock/lap board; needs electricity, comes with tripod, for lap counting and for time trials or other race starts.

Push brooms: Sturdy brooms for moving glass, sand or gravel. If your debris is deep (sand?) you'll need to provide a shovel rather than trying to move it all with a broom.