

# NCNCA Equipment/Numbers Request Form 2026

<b>Name of Race:</b>		<b>Date of Race:</b>	
<b>Promoter's Club:</b>		<b>NCNCA Member (Yes or No):</b>	
<b>Promoter's Name:</b>		<b>Promoter's E-mail</b>	
<b>Work #:</b>		<b>Home/Cell #:</b>	
<b>Address for Race Day Delivery:</b>			
<b>Address for Prior Delivery:</b>			
<b>Phone # of Prior Delivery Location:</b>			

*Special Delivery Note: Most likely time of delivery, during weekdays prior to race weekend – usually Wednesday*

Note: Before filling out form below, please read all of the notes of the following page

<b>EQUIPMENT:</b>	<b># Available</b>	<b># Ordered</b>	<b># Delivered</b>	<b>Comments</b>
Lap/Finish Bell	2			
Lap Card Set	2			
Bullhorn	3			
Digital Finish Camera	4			
First Aid Kit	3			
Safety Vests	70			
Traffic Cones	330			
Stop/Slow Paddles	12			
CC Fencing (100' rolls)	40			
CC Fence Posts	53			
Post Driver	3			
<b>Traffic Standards:</b>				
Metal Tripod Stands	15			
<b>Fabric roll up signs (need stand or post):</b>				
-Flagmen Ahead Signs	8			
-Prepare/Stop Signs	8			
-Road Closed Signs	4			
-Road Closed Ahead signs	5			
-Caution Bike Race Signs	6			
-Two way Traffic	2			
<b>Metal signs (need barricade or post):</b>				
-bikes both ways	3			
-Road closed to through traffic	4			
-No right turn (arrow/circle)	2			
-No left turn (arrow/circle)	2			
-Detour arrow (to left)	3			
-Detour arrow (to right)	3			
Orange Flags	70			
Printing Stop watches (for officials' use)	4			
Sound Systems	2			
Generator	2		1	
Extension Cord (100')	2			
Tent (10x10 ez ups)	4			
Delineators	30			

1 km/200 Meter signs	1 set			
Push Brooms	4			
Bottle Grab system stands	4			

<b>Race Numbers &amp; Pins:</b>	
Numbers (100-Number) Sets =	
Pins =	
<i>Numbers: Cost of \$25.00/hundred</i>	
<i>Pins: \$20/box (1440 pins)</i>	

Check must accompany request at least 2 weeks prior to race or upon delivery) - May be delivered with equipment or shipped. If to be shipped, we need the address to ship to.	
Signature for receipt of Delivery:	
Print Full Name:	
Date:	

Further Ordering and Delivery Instructions can be found on Page 3

### How to get the equipment:

- 1) Fill out above form
- 2) Attach a Map for both addresses above
- 3) Mail/email this form at least two weeks before race to:
  - NCNCA Equipment, 19780 Soulsbyville Road, Soulsbyville, CA 95372. (209) 604-1354
  - OR BY e-mail to [velopro1@gmail.com](mailto:velopro1@gmail.com).

**Please do not send us (this) Page 3 when ordering**

### Information about NCNCA Equipment

- There is no charge to NCNCA **Platinum** member clubs for use and delivery of the equipment. For those below Platinum membership, there will be a delivery charge. For non-members, the fee is \$3.00 per rider in the event, \$.50 per mile for the delivery, and a \$70 flat fee (provided member clubs are not already using it). 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 [velopro1@gmail.com](mailto:velopro1@gmail.com)
- **Race numbers and pins** are available through this office as well. There is also a separate form on the NCNCA.org website. Numbers come in sets of 100 for \$25 (numbers available 1-1,000). Pins are 1440 in a box for \$20@. Numbers will be shipped UPS or delivered with equipment, so order early – 30 days minimum.
- If more than one event requests the same equipment for the same date, NCNCA Members conducting NCNCA or USAC races on the 2010 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.

### Descriptions/Notes:

- **Bells** are hand held bells with clappers, in the lap card cases
- **Lap cards** are on lap card boards, count up to 99 laps, both sets come with a stand.
- **Bullhorns** are electric, and are battery operated. Please turn volume to "0" at end of race, (and reverse a pack of batteries to avoid draining), 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 also run on regular current (best). They are each accompanied by a tripod. The officials may transport these to the next race; check with the Chief Ref at the end of the event. Cameras come in pair sets.
- **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 or your city's or club's mixed in to make the right number. Please check them – ours have yellow painted bases.
- **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), 3+' 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 or rope, 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 **do not** 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.** Fencing looks and works better if attached to a top rope stretched between permanent posts, such as parking meters, light poles and/or our posts
- **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. When driving, be sure to avoid underground water or other pipes!
- **Traffic Standards/Signs:** 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. Metal signs need support.
- **Sound Systems:** suitable for a small area, and must be plugged into household current or generator. Consists of mike, two speakers, amplifier, and cords. One has speaker horns, one has speaker boxes (much larger system)
- **Generator:** will supply current for sound and/or camera monitors (2,000 watt). It needs gasoline to operate, and should 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 will not start without enough oil or with too much, or if the generator is on even a little slope.
- **Extension Cords:** 100' to distance generator from announcer, or bring electricity from another source
- **Tents** are 10x10 easy-up; good for shade, light rain; can come with 1-3 walls as well.
- **Push brooms:** Sturdy brooms for moving glass, sand, or gravel. If your debris is deep (sand?) you will need to provide a shovel rather than trying to move it all with a broom.
- **1 km/200m signs.** Signs are small self standing, but identify the final km of road races or time trials
- **Delineators:** tall (48") narrow, lane reflectorized delineators with removable bases for transport
- **Bottle Grab System.** 1-4 stands that hold 3 bottles each, with sandbags and chains to stabilize them. DOES NOT come with water bottles; used for road races in feed zones.