**OFA Event Sanction Program Application Form**

*This is a fillable form. Please complete, save the file and upload* [*here>>*](http://www.fencingontario.ca/index.cfm?ID=127) *when ready to submit.*

|  |
| --- |
| Applicant Information: The following information **must** be filled out in its entirety. |
| |  |  | | --- | --- | | Submission Date: |  | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Club Name: |  | Key Contact Name: |  |  | |  |  |  | First | Last | |
| |  |  |  |  | | --- | --- | --- | --- | | Email: |  | Phone #: |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Address: |  | City: |  | Postal Code: |  |  |  |  |  |  | | --- | --- | --- | --- | | Name of Event: |  | Dates of Event: |  |   Please select the type of sanction you are applying for. By selecting the sanction level, you agree to pay the corresponding sanctioning fee (online) at the time of submission. *Applications for special event sanction must only fill out the above section and select their fee level below. By submitting this application it is understood that the applicant has reviewed both the current* [*OFA Event Sanction Policy and Procedures*](http://www.fencingontario.ca/UploadedFiles/OFA_Sanction_Policy_and_Procedures_2015_FINAL.pdf) *and the* [*OFA Tournament Specification document*](http://www.fencingontario.ca/UploadedFiles/OFA_Sanctioned_Tournament_Specifications.pdf)*:*   |  |  |  | | --- | --- | --- | | OFA Sanction Fee Structure: | | | | **Event Type** | **Fee** | **Selection** | | Special Event | $25.00 |  | | Competition Category 2 | $100.00 |  | | Competition Category 3 | $50.00 |  | | Competition Category 4 | $25.00 |  | | Competition Category 5 | $25.00 |  |   Please enter the names of event personnel:   |  |  | | --- | --- | | Head Official |  | | Head Armourer |  | | Head Secretariat |  | | Floor Manager |  |   Please enter the number of referees expected:   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | U | RC | R | P | N | F | |  |  |  |  |  |  |   **Note:** You will be required to complete and upload the proposed referee list when submitting this application. [Download the fillable referee list form here>>](http://www.fencingontario.ca/images/sitepicts/OFA_Sanction_Official_List.docx) |
| Please indicate the number of volunteer participation:  **Venue Details:**   |  |  | | --- | --- | | Name of Venue: |  | | Street Address: |  | | City: |  | | Description of Venue: |  | | Type of Floor Surface: |  | | Dimensions of Competitive Area: |  | | Available First Aid Facilities: |  | | Special Features: |  |   Number of Competition Pistes:   |  |  | | --- | --- | | Non-Conductive: |  | | Conductive: |  | | Wheel Chair: |  |   **Note:** Please complete the Competition Event Details (Appendix I found below). Any application submitted without this information will be rejected.  **Reminders:**   1. This form is to be submitted 7 days prior to date of Special Event or June 30th for Category 2-5 events to be included in the official OFA competition season schedule. 2. All [OFA policies and procedures](http://www.fencingontario.ca/UploadedFiles/OFA_Sanction_Policy_and_Procedures_2015_FINAL.pdf) are to be followed for your event. 3. You will be required to upload the proposed competition floor plan (in the online area) when submitting this application. 4. All listed venues qualify as safe and appropriate places to conduct fencing activities. 5. You are to assume the responsibility for the fair and safe running of competitions. 6. You are required to send the results to the OFA within 3-days after the event (Category 2-5). 7. You are required to provide an [event/program report](http://www.fencingontario.ca/images/sitepicts/_thumbs/Files/OFA_Post_Event_Report.docx) within 7-days after completion of the event.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Status (for office use only) | | | | | | |  |  |  |  | | Status of Approval: |  | Accepted |  | Accepted Pending Changes |  | Declined |  |  | Approved Classification: |  |  |  |  |  | | --- | --- | --- | |  |  |  | | OFA Representative |  | Date |   **Notes:**   |  | | --- | |  |   **APPENDIX I**  **Competition Event Details:**   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | **Event** | **Event Type** | **Weapon** | **Gender** | **Age** | **Category** | **Expected Participants** | **Expected Start Time** | **Expected Finish Time** | **Date** | | ***Example:*** | ***SWF*** | ***I*** | ***F*** | ***W*** | ***Sr*** | ***2*** | ***32*** | ***9:00 am*** | ***11:00 am*** | ***Saturday*** | | 1. |  |  |  |  |  |  |  |  |  |  | | 2. |  |  |  |  |  |  |  |  |  |  | | 3. |  |  |  |  |  |  |  |  |  |  | | 4. |  |  |  |  |  |  |  |  |  |  | | 5. |  |  |  |  |  |  |  |  |  |  | | 6. |  |  |  |  |  |  |  |  |  |  | | 7. |  |  |  |  |  |  |  |  |  |  | | 8. |  |  |  |  |  |  |  |  |  |  | | 9. |  |  |  |  |  |  |  |  |  |  | | 10. |  |  |  |  |  |  |  |  |  |  | | 11. |  |  |  |  |  |  |  |  |  |  | | 12. |  |  |  |  |  |  |  |  |  |  | | 13. |  |  |  |  |  |  |  |  |  |  | | 14. |  |  |  |  |  |  |  |  |  |  | | 15. |  |  |  |  |  |  |  |  |  |  | | 16. |  |  |  |  |  |  |  |  |  |  | | 17. |  |  |  |  |  |  |  |  |  |  | | 18. |  |  |  |  |  |  |  |  |  |  | | 19. |  |  |  |  |  |  |  |  |  |  | | 20. |  |  |  |  |  |  |  |  |  |  | | 21. |  |  |  |  |  |  |  |  |  |  | | 22. |  |  |  |  |  |  |  |  |  |  | | 23. |  |  |  |  |  |  |  |  |  |  | | 24. |  |  |  |  |  |  |  |  |  |  | | 25. |  |  |  |  |  |  |  |  |  |  | | 26. |  |  |  |  |  |  |  |  |  |  | | 27. |  |  |  |  |  |  |  |  |  |  | | 28. |  |  |  |  |  |  |  |  |  |  | | 29. |  |  |  |  |  |  |  |  |  |  | | 30. |  |  |  |  |  |  |  |  |  |  | | 31. |  |  |  |  |  |  |  |  |  |  | | 32. |  |  |  |  |  |  |  |  |  |  |   Legend (Please use the following codes):  **Event Type:** Individual (I), Team (T) **Weapon:** Foil (F), Epee (E), Sabre (S) **Gender:** Male (M), Female (F)  **Age:** U11, U13, U15, Cdt, Jr, Sr, Vet **Category:** 1, 2, 3, 4, 5 **Date:** Day of the week |