

MIKES IDIOT SHEET FOR TRIAL ORGANISERS.

1. Contact Landowner for Permission and Confirm Date.
2. Sort out Officials, Clerk of Course, Secretary of Meeting and Club Stewards
Fill in Permit Application Sheet and Regulation sheet (2 Copies)
3. Take completed forms to a Board meeting for the Centre Secretary to sign
prior to the Publication of the Regulations,
Then give all the forms to the Permit Secretary with a cheque for
£. made payable to R Savery.
The Permit No and the ACU Steward will be allocated at the Board Meeting.
If you cannot attend the Board Meeting the completed forms can be posted
to John Willis (Centre Sec) prior to the Board Meeting so that the above
actions can be dealt with. The Permit will be sent to the Organising Clubs Sec
of the Meeting, together with the Insurance and Accident forms.
4. Some Landowners may require a copy of the Permit & ACU Insurance policy.
5. If your Trials route crosses a Footpath or Bridle Way you will require
Authorisation from the Local County Council prior to the meeting. Cost is
£50 plus VAT .You should apply about 6 weeks before the event.
6. Fax or Post details of your event to T& MX News for Regs Available.
There are pre-printed forms in T& MX News.
7. Sec of the Meeting to produce Signing On Sheet for the Riders.
Signing on sheets are available from the ACU or on the western centre website.
A list of competitors for the ACU Steward. All paper work to include Permit
No. Under 18 yr old riders require a Parent or Guardian to sign on as well
8. After event , within 48hrs Complete Accident Form (Only if there are any)
and send to insurers, Alexander Forbes Risk Services.
Work out Results, (or get somebody else to) and send to all riders, ACU
Steward, Trials Recorder, website editor if you wish to have your results posted on the
website, and don't forget the Observers they like a copy as
well. Ensure Organising Club Name ,Date of Event, Permit No,Riders Name,
Class,Club ,M/C and of course his/her Score is on the Result Sheet.
9. Within 2 wks complete Insurance Form and send to Mrs H Eeles (Centre Treasurer)
with a set of Results and the correct Money. Cheque payable to Western Centre.AC.U.
10. If no Protests are received File away Entry Forms, Permit and a copy of
Results in a safe place. They have to be kept for 4 yrs.

Useful Addresses

Centre Secretary.
John Willis.
1 Gannet Close. Brockworth.
Gloucester . GL3-4UT.
Tel- 01452-864711

Centre Treasure.
Mrs E Eeles.
6 Westfield Ave.
Tewkesbury. Glos.
Tel-01684-295012.

Centre Trials Recorder.
.Tom Welch
Laburnam Cottage.
Bailey Lane End.
Ross-on Wye.
Tel- 01989-750298.