

# EVENT SANCTIONING

## I. GENERAL

AVA and IVV require an event sanction for an event to have official status. The sanction allows the publication of the event in annual AVA and IVV Calendar of Events and includes the event for AVA provided liability insurance. The sanction authorizes the use of an official IVV Certification Stamp to record participation in the event. Inquiries concerning AVA-approved events in non-IVV countries must be addressed to the IVV Head Office.

## II. POLICY

A. All event sanctioning shall be submitted through the AVA Electronic Sanctioning System (ESS) located within the my.ava.org website.

1. A club that wants to conduct a volkssport IVV event will submit an AVA Electronic Sanction Request (ESR). This submittal will initiate the electronic process for review, approval, assignment of event number, and fee billing. Instructions for completing the ESR are shown on the my.ava.org web site. Contact your Regional Director with questions.
2. The Sanctioning Authority will approve the event sanction only after ensuring;
  - a) the club is in good standing,
  - b) the club will follow the rules for events, and
  - c) the sanction request is complete.
3. Clubs may appeal sanction denial first to the AVA Board Chair and then to the BOD.

B. The club decides the type, location, and date(s) for an event. The club will submit a separate AVA Electronic Sanction Request for each event.

1. For each Traditional volkssport event the club will submit an ESR. This request is to be entered into the AVA ESS no later than ninety days before the event start date. A sanction request is required for each route. Each route may have different distances or deviations to accommodate persons with special needs (e.g., to avoid stairs) and pets (e.g., to bypass pet prohibited areas), but separate routes require separate sanction requests.

2. For each Year-Round and Seasonal Event, the club will submit an Electronic Year-Round/Seasonal Sanction Request (YRE SR). Year-Round requests must be entered into the AVA ESS beginning on June 1 and before September 1 of the year before the start of the event. This information must be entered annually. This information also becomes the text for the Starting Point book for the next year. Accuracy is critical. Seasonal Events for the next year that are sanctioned during this time will also appear in the Starting Point book. Additional Seasonal Events scheduled to begin at least ninety days from the start date may be entered at any time during the calendar year but may not appear in the Starting Point book. A sanction request is required for each route.

Each route may have different distances or deviations to accommodate persons with special needs (e.g., to avoid stairs) and pets (e.g., to bypass pet prohibited areas), but separate routes require separate sanction requests.

3. The sanction request is to be entered into the AVA ESS no later than ninety days before the event start date. The Sanctioning Authority will review all event sanction requests to ensure they are complete and correct. The Sanctioning Authority must approve or not approve an event no less than sixty days before the event, or before October 1 for Year- Round Events. Sanctioning Authorities may approve sanction requests with less than 90 days' lead-time on a case-by-case basis to meet special circumstances/opportunities. Any deviation must be coordinated with the Events Coordinator at the AVA National Office to ensure timely delivery of the IVV Certification stamp(s).

4. Once an event has been approved, the event will be entered in the AVA Calendar of Events. At this time, the individual club shall enter additional or supplemental information about the event into the AVA ESS. The club shall enter supplemental information at least sixty days before the start date of the event. Failure to do so may result in the event being cancelled by the Sanctioning Authority.

5. Supplemental information about an event may be changed, expanded, or deleted after initial entry into the ESS.

6. Clubs may reschedule events canceled due to weather or safety conditions, including a government authority's declaration of a state of emergency, by having the Sanctioning Authority change the event date without paying an additional sanction fee. This change of date must be posted to the ESS by the Sanctioning Authority no later than the day of the canceled event.

7. A Sanctioning Authority may stop shipment of event materials, for cause, by notifying the AVA National Office. The Sanctioning Authority may also cancel a sanction before or during an event if there is reason to believe the club is not following the policies for events or if the event is unsafe. Clubs may appeal sanction cancellation first to the AVA Board Chair and then to the BOD.

C. Per Participant Sanction Fee: To help support those clubs whose events regularly have insufficient paying participants, a club may indicate they are requesting the Per Participant Sanction Fee (PPSF) method on the ESR and request approval from their Regional Director. If allowed, and after submitting their after-action report, the club will be billed for every participant in lieu of the standard sanctioning fee.