CLUB MEET APPLICATION FORM
TRACK & FIELD 2025/26

To make a booking complete & submit this booking form to Athletics Victoria (sportdelivery@athsvic.org.au)

Review Page 2 in regards to required submission period

Club/Group:

Contact Person:

Address:

Suburb: Postcode:

Contact Number: Email:

MEET DETAILS

Competition Date: Competition Alternative Dates:

Track
Start Time: Finish Time:

Field
Start Time: Finish Time:

COMPETITION EVENTS

100m ☐	1,500m ☐	Steeplechase ☐	Relay Events ☐	High Jump ☐	Shot Put ☐
200m ☐	3,000m ☐	Sprint Hurdles ☐	*Relay Distances*	Pole Vault ☐	Discus ☐
400m ☐	5,000m ☐	Long Hurdles ☐		Long Jump ☐	Hammer ☐
800m ☐	10,000m ☐	Racewalk ☐		Triple Jump ☐	Javelin ☐

Other ☐ Please List Other Events:

Event Details *(include age group and specification details for events on offer)*:

PERMIT REQUEST

Club Meet ☐
(No Qualification or Records Valid)

Australian Athletics Domestic Permit ☐
(National Qualification & State Record)

World Athletics Permit ☐
(F-Level Permit, International Qualification & National Record)

EQUIPMENT & ASSISTANCE REQUIRED

Please Note: *Charges will be based on the level of services and equipment required by the event organiser.*

Pre-Event

Event Promotion ☐
(AV Calendar & Website)

Timetabling ☐

AV Portal Entry Set Up ☐
(AV Portal Set Up)

Meet Manager Set Up ☐

Services

First Aid Booking ☐

Results Hub ☐
(Meet Manager Required for ResultsHub)

Officials ☐

Equipment

Photo Finish ☐
(Camera, Start Kit, Computers)

PF Finish Light ☐
(Confirm with AV if required)

Meet Manager ☐
(Required if Photofinish being used)

EDM ☐
(Electronic Field measure equipment)

Competition Equipment ☐
(Eg. Start Blocks, Cones, Implements)

Athlete Bibs ☐
(Must be used for State & National/WA Permit meets)

Leg Numbers ☐
(events 800m and over)

PA Equipment ☐

Marquees ☐

AV Van ☐

If you have ticked Competition Equipment, please list requirements:

PERMIT REQUIREMENTS

Permit Level	Officials	Equipment	Venue
Club Meet *No permit required*	Minimum level 1/2 officials are used and can be supplemented by using club volunteers and helpers.	All equipment must meet the health and safety regulations as defined in the Athletics Victoria Venue Audit.	Venue must be safe for use
Australian Domestic Permit Meet *Applications must be submitted to Athletics Victoria no later than 45 days before the event date.*	Minimum required Qualified Officials: **Track*** 1x Track Referee *(Min Level 2 Official)* 1x Chief Starter 1x Chief Timekeeper 2x Photo Finish Operators *(Events 800m and shorter)* 3x Manual Timekeepers **Field** 1x Field Referee *(Min Level 2 Official)* **Per Field Event Site*:** 1x Event Chief 1x Event Judge ***Further Assistance from volunteers may be required***	Photofinish must be used for all Track events 800m and below *Note: Timing gates are not acceptable* Events 800m and over may use 2x manual timekeepers or 3x manual timekeepers to allow ratified State Records Must have a wind gauge in use and a reading recorded for horizontal jumps and events 200m and below. All track and field equipment, weights and implements must adhere to World Athletics technical regulations. *https://www.athletics.com.au/implement-weight-specifications/*	Venue is **strongly encouraged** to be a listed **World Athletics Certified Class 1 or 2 Track**. Venue **MUST** be approved by **Athletics Victoria** for competition.
World Athletics – F Permit Meet *Applications will be reviewed and considered by Athletics Australia. All applications must be submitted a minimum of **10 weeks before the event date**.*	Minimum required Qualified Officials: **Track*** 1x Track Referee *(Min Level 3 Official)* 1x Chief Starter 1x Chief Timekeeper 2x Photo Finish Operators *(Minimum of one PF operator to be approved as a National Photo Finish Judge)* 3x Manual Timekeepers **Field** 1x Field Referee *(Min Level 3 Official)* **Per Field Event Site*:** 1x Event Chief 2x Event Judge ***Further Assistance from volunteers may be required***	*Photofinish must be used for all Track events* *Note: Timing gates are not acceptable* If events over 800m are not timed using electronic timing, events must have 3x manual timekeepers Must have a wind gauge in use and a reading recorded for horizontal jumps and events 200m and below. All track and field equipment, weights and implements must adhere to World Athletics technical regulations. *https://www.athletics.com.au/implement-weight-specifications/*	Venue **MUST** to be a listed **World Athletics Certified Class 1 or 2 Track**. Venue **MUST** be approved by **Athletics Victoria** for competition.