

## **ENTRY PROCESS**

Where an event (or part thereof) is anticipated to reach capacity, the capacity will be published prior to entries opening.

The Event capacity will be determined by reviewing (with the event organisers) the type of event, venue, schedule, volunteer availability, support facilities and infrastructure etc. From this, and using an average of attending schools in the previous years, a maximum number of riders per school will be determined and advertised prior to entries opening.

Schools have until the advertised cut-off date to get their allocated number of entries in. A waiting list will be used to gather any additional entries (on top of their allocation) from schools. Schools who have not utilised their full allocation prior to the cut off will have deemed to have waived their remaining entries and these will be passed to the waitlist.

If entries have not yet reached the maximum capacity after the cut-off date then any remaining entries will be offered to those schools on the waiting list.

CNZS reserves the right to determine which riders and/or schools from the waiting list will be offered entries from first. In deciding on which riders/schools will be accepted into the event (where entries exceed the maximum number allowed), CNZS may take into account any of the following criteria:

- Entries received by the advertised due date
- Payments made by the advertised due date
- Prior history of the school in participation at the particular event
- Prior history of the school in support of the particular event (providing volunteers etc.)
- Past performance of riders at the particular event and at other CNZS or CNZ events
- The total number of riders entered into the particular event by that one school
- The total number of riders entered into the particular age/gender category