



AMA Event Checklist



BEFORE THE MEET...

- [] SANCTION PACKET Includes insurance certificate, invoice, referee report form, ICO Injury Report form, sanction certificate, data plate, adult release forms, one each of minor release form/minor's understanding form.
- [] SUPPLIES Supplies need to be ordered from the AMA Club Department. **Allow 4-6 weeks for delivery** – adult releases, minor releases, liability posters, data cards, AMA membership application pads, data plate slide machines, etc.

DURING THE MEET...

- [] LIABILITY POSTER Must be posted in sign-up area.
- [] SIGN UP All participants must sign the proper releases and data card. Legal guardians must sign releases and data card along with a minor. If data cards are not being used, the data card wording must appear on the entry form.
- [] ICO Must be present at meet to investigate and report any incidents and injuries.
- [] SERIOUS INJURY i.e., head, neck, back, spine, burns – **CALL AMA @ 1-800-262-5646.**

AFTER THE MEET...

- [] ICO INJURY REPORT If **ANY** injuries occur, complete and mail **WITHIN 24 HOURS**. Include the signed release form and data card of all injured riders with report. **NOTE:** You **MUST** use the injury report provided. Ambulance reports **WILL NOT** be acceptable without it. **IF YOU HAVE NO INJURIES**, mark the proper box on the front of the referee report. There is no need to send the ICO report of this box is checked.
- [] RELEASE FORMS All ORIGINAL Adult Release and Minor Release forms and the AMA copy of the Data Card are to be sent to the AMA with the Referee Report
- [] REFEREE REPORT Fully complete and mail to AMA with Injury Report form, all release forms and AMA data cards **WITHIN 14 DAYS**. Include AMA membership applications and proper fees.
Blue – Enduro
Tan – Dirt Track
White – All Other