



Secretary: 2 Berrima Court, Glen Forrest, WA 6071

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Phone: 0428 405 668

Dear Race Director

EVENT NAME SUNDAY DD MM 2024 LOCATION

Thank you from the MAWA committee and all MAWA members for your work as Race Director for your event NAME on Sunday DDMMYYY starting at XX am at LOCATION.

Read the Race Director's page on the MAWA website under [Road](#). This includes:

- Race Director's information
- Safety Checklist
- Equipment List
- Race Director's letter
- RD expense claim form

Your Helpers list will be sent to you by Jim Langford jimrun@inet.net.au

Please check your course map on the MAWA website under Road for accuracy. This is the route that has been booked with the local authorities. Tell me or John Fisher johnrwwfisher1@gmail.com 0418 555 977 or any of the Committee of significant changes to a course one month in advance. Changes may need clearance through the local authorities.

Please arrange to pick up the equipment from the Race Director at the Sunday run before your event. Please wash the Hi Vis vests.

Please make sure that no permanent markings are made on any part of the course. If you purchase flour or chalk please use the RD expense claim form. The official timing clock and an A3 laminated course map will be delivered on the day of your run.

After your event please stack the equipment together for collection by the next Race Director. Per guidance on the [Race Director Information](#) send Barbara Blurton the names of your helpers, extra helpers and 'no shows'. Please send a very short race report to Vic Waters.

Thank you for your efforts as Race Director. The success of our 100% volunteer club is built on the concrete work of runners like you. Please ask if we can be of any support. Please confirm to me that you have received this information. If you have any queries please contact John Fisher.

Regards

Gillian Young
Secretary
MAWA