

# REQUIRED DOCUMENT

## REQUEST FOR SCHEDULING AN INDOOR TRACK AND FIELD MEET ON OUTDOOR FACILITIES

This form must be used to notify the NCHSAA of any indoor track and field meet your school plans to schedule using outdoor facilities.

Return form to:  
Chiquana Dancy  
[chiquana@nchsaa.org](mailto:chiquana@nchsaa.org)  
Fax# 919-240-7399

**\*\* A minimum of five teams is required to participate. Anything less than five must be approved by the NCHSAA. \*\***

**\*Request for meet must be approved before meet may be held \***

**\*\*Official results must be sent to Chiquana Dancy within 48 hours following the meet\*\***

Host School: \_\_\_\_\_

Meet Director: \_\_\_\_\_ Email \_\_\_\_\_

Scheduled Date and Time: \_\_\_\_\_

List the Schools Participating:

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

Signature of Host School Principal: \_\_\_\_\_

Signature of Host School Athletic Director: \_\_\_\_\_

**Failure to properly request and be granted permission to hold an indoor track and field meet on outdoor facilities is subject to a \$400.00 fine for failure to comply with the penalty code (illegal contest).**

**Failure of a Meet Director to submit all meet results within the 48 hour period from the time of event will result in a fine of \$100.00 (in conjunction with the penalties and fines regulations outlined in the *NCHSAA Handbook*) and that entire team being ineligible to compete in the Indoor Track State Championships.**