

1. Date: Check with the race coordinator for the Lone Star Runners Club to see if the date is clear.  
Dan Hatch @ 356-7381 email: [dan@flash-tech.net](mailto:dan@flash-tech.net)
2. Distance
3. Location
4. Course
5. Sponsors:
6. Race Permit: City of Amarillo Traffic: <http://www.ci.amarillo.tx.us/departments/traffic/parade.htm>  
Permit request must be sent in no later than 30 days before the race. No fee.  
What age groups 5 year or 10 year.  
5 year: 19 & under, 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60-64, 65-older  
10 year: 19 & under, 20-29, 30-39, 40-49, 50-59, 60-69, 70-older  
Registration Forms: get a copy to Dan Hatch [dan@flash-tech.net](mailto:dan@flash-tech.net) to put on the Lone Star Runners Club website as soon as possible.  
Traffic control (Police & AES) The Police contact is: Sgt. Steve Davis, Motorcycle Police  
The cost depends on how many Police Officers you need.  
You can call the city at 378-3000 and ask for Steve Davis.  
AES is the volunteer group that helps. They ask that you make a donation to the AES  
You can find out who the contact person is by calling the City Emergency Management Department at 378-3004 and asking them who you contact and the number.  
Advertising ?  
Door Prizes: ?
7. Awards:
8. T-Shirts
9. Race Numbers: You can buy them several places with the name of the race on them. Here are a few.  
<http://www.rainbowracing.com/Custom-B.htm> They also have some plain numbers in stock that can be sent fairly soon.  
<http://www.eventsonline.ca/bibnumbers/>  
<http://www.theathleticline.com/>  
<http://www.racebibs.com/>  
You will need them with pull tabs.  
Runners World Magazine has a sponsorship which they supply the Runners World Numbers free and in return after the race you supply them with a list of all the runners names and address.  
[http://www.runnersworld.com/cda/racefinder/intro/0,7141,s6-239-283-284-0-0-0-0,00.html?location=\\_\\*bottomnav\\*](http://www.runnersworld.com/cda/racefinder/intro/0,7141,s6-239-283-284-0-0-0-0,00.html?location=_*bottomnav*)
10. Some of the services the Lone Star Runners Club offers:
  - If you supply us with 340 unfolded entry forms by the 20<sup>th</sup> of the month we will insert them into our newsletter for a \$25. charge to help with postage.
  - If you would like to send them out yourself, we can get you a copy of members address gum labels for \$10.00
11. The Lone Star Runners Club has race equipment we rent out or we do timing.  
Currently we charge \$100 to rent the equipment which is a large finishline clock hand held timing device finish shoot, etc.  
Our timing fees are in the process of being change due to our purchasing chip timing system as of 7/1/10 and we should have the fees set by 8/1/10.