

# SCOTIA SERIES DATE APPROVAL PROCESS

## **STAGE 1 – PRE-EXISTING COMPETITION APPLICATIONS**

Scotia Series Competitions held in the current calendar year must submit the **Scotia Series Date Approval Application** to the NSEF by **December 1<sup>st</sup>** to confirm next year's date to have priority over new competition dates.

### Date Approval Process

1. Same date as the current year will receive immediate approval.
2. If applying for a different date by December 1<sup>st</sup>:
  - i. Indicate on the Date Approval Application up to three choices for the new date.
  - ii. Applications will be processed in order of receipt.
  - iii. The first-choice date will be approved if there is no existing competition on that date.
  - iv. If there is an existing competition on the first-choice date, it will be evaluated using the distance consideration, as follows:
    - Competitions that are more than 100km driving distance\* apart will be approved.
    - Competitions 100km or less driving distance apart \* will be given approval if no other same discipline- specific competition is held on that date. Some exceptions may apply.
  - v. If the first-choice date is not approved, the second-choice date and third-choice date will be considered using the same process.
  - vi. Competitions that do not receive “new date” approval for one of the three indicated choices will be advised and given an opportunity to choose another date **by December 14<sup>th</sup>**.
3. Upon approval, the date will be confirmed and posted on the NSEF Calendar of Events.

## **STAGE 2 - PRE-EXISTING COMPETITION APPLICATIONS RECEIVED AFTER DECEMBER 1ST & NEW COMPETITION APPLICATIONS**

Beginning December 15<sup>th</sup>, stage 2 applications will be processed in order of receipt.

### Date Approval Process

1. First-choice date will be approved if there is no competition on that date.
2. If there is an existing competition on the first-choice date, it will be evaluated using the distance consideration, as follows:
  - i. Competitions that are more than 100km driving distance\* apart will be approved.
  - ii. Competitions 100km or less driving distance apart\* will be given approval if no other same discipline-specific competition is held on that date. Some exceptions may apply.
3. If the first-choice date is not approved, the second-choice date and third-choice date will be considered using the same process.
4. Competitions that do not receive “new date” approval will be advised. An opportunity to choose another date will be given using the process as above.
5. Upon approval, the date will be confirmed and posted on the NSEF Calendar of Events.

\*Distance will be determined via Google Maps using the 100Series Highways as the main route.