# Appendix 1 Summary of the registration process

As of 15th August 2023

#### 1. Preamble

This section deals with the registration process for patrols not taking part in the World Championships Long Distance and the registration of patrols taking part in the World Long Distance Championships (ISMF WCH LD).

Patrols participating in the World Championship Long Distance refer to paragraph 2 of this appendix.

Before contacting the timekeeper's support for any questions relating to registration, mutations, changes to starting times or other matters, please consult the "Frequently Asked Questions" section posted online by the timekeeper at the following address: <a href="https://help.mso.swiss">https://help.mso.swiss</a>.

The support contact details can be found on the Internet home page of the timekeeper's help center.

## 1<sup>st</sup> paragraph Patrol registration (except ISMF – P5)

#### 1. Preparation

Deadline	Ac	Activity	
August 2023	-	Read the regulations and appendices on the www.pdg.ch website.	
	-	Gather all the data from the 4 patrol members before starting the registration process for the PdG.	
	-	Prepare all necessary documents and certificates (if requested).	
	-	Ensure that:	
		• The amount to pay the registration fee are available on your credit card or	
		• The bank transfer must be made no later than the 6 <sup>th</sup> October 2023 to validate the registration request.	

#### 2. Registration request

Deadline	Activity	
September 2023	- Register at www.pdg.ch from the 1 <sup>st</sup> September 2023 until the 30 <sup>th</sup> September 2023.	
	- UIAGM-licensed mountain guides must announce their license number and send a copy of their license or certificate to the PdG Command (see art. 10).	

## 3. Checks and verifications

Deadline	Activity		
October / November 2023	- Checking and verifying the data entered by the patrol leader during the registration process by the PdG Command.		
	- The PdG Command may request additional information's and proofs, including:		
	• Send a copy of a valid identity document;		
	<ul> <li>Send the military service booklet;</li> </ul>		
	• Or other documents requested by the PdG Command.		
	- After control and verification: possible change of the category P1 and P3 to P4 (in the event of failure to meet the deadlines, the patrol will automatically be transferred to category P4 for the draw).		

## 4. Draw and participation confirmation

Deadline	Act	ivity
Until the end of November 2023		Eventual drawing of lots for the category P4 by the PdG Command.
		Patrols admitted to the Patrouille des Glaciers will be informed from the 30 <sup>th</sup> November 2023 on.
		The confirmation contains the date, start time and category.
		Patrols which have not been retained for the PdG 2024 will receive a negative acknowledgment and their registration fee will be reimbursed until the 31 <sup>st</sup> December 2023.
	-	The decision is final and without any appeal.
		Once registration has closed, no changes to the entered data's will be possible until the 30 <sup>th</sup> November 2023.

## 5. Withdrawal of registration (unsubscribe)

Deadline	Activity		
Until the 29 <sup>th</sup> February 2024	-	The Patrol leader may withdraw the patrol's registration until the 29 <sup>th</sup> February 2024 for any reasons.	
	-	The withdrawal request should be sent by registered post to the PdG Command, Rue du Catogne 7, CH-1890 St-Maurice (VS).	
	-	The registration fee of 400 CHF will be reimbursed after the edition PdG 2024.	

## 6. Changes

Deadline	Activity		
Until the 24 <sup>th</sup> March 2024	- The patrol leader may announce any changes regarding the patrol, including the patrol leader on the timekeeper's IT platform until the 24 <sup>th</sup> March 2024.		
	- Change requests after this date will no longer be taken into account.		

#### 7. Validation and definitive participation

Deadline	Activity	
Until the 24 <sup>th</sup> March 2024	-	The Patrol leader validates the composition of his patrol on the timekeeper's IT platform as:
		1. Patrol leader;
		2. 2 <sup>nd</sup> patrol member;
		3. 3 <sup>rd</sup> patrol member.
	-	The composition of the patrol is definitive and no transfer of change of starting-time will be taken into account.
From the 25 <sup>th</sup> March 2024	-	The patrol leader will receive a communication from the PdG Command containing the day and time of the start as well as the bib / race number.

#### 2<sup>nd</sup> paragraph ISMF – P5 subscription

Patrols registering for the World Championships Long Distance should refer directly to the timekeeper, who will provide them with the information they need to register.

The competitors must hold a valid ISMF-license, be of the same nationality and belong to the same national federation.

If an ISMF-licensed athlete run with one or two non-ISMF licensed competitors, the team will not be considered in the ISMF-Ranking.

Deadlines are identical to those described in the 1<sup>st</sup> paragraph. Any request made after the deadline must be justified to the timekeeper.