

CONFIDENCE LEADERSHIP ENCOURAGEMENT

ACHIEVEMENT CONFIDENCE

RUN! JUMP! THROW! ENCOURAGEMENT ACHIEVEMENT

**HERSHEY'S**



**TRACK & FIELD GAMES** TM



**Official  
Rule Book  
& Manual  
2013**

RUN! JUMP! THROW! LEADERSHIP



# Mission

## *To provide*

a quality recreation and school program where children have fun and are introduced to physical fitness through basic track and field events such as running, jumping and throwing.

**Please check the Hershey's Track & Field Games Website for event registration and administration, resource tools and additional information.**

[www.hersheystrackandfield.com](http://www.hersheystrackandfield.com)

***Check out our partner organizations at:***

**Athletics Canada Website:**

[www.athleticscanada.com](http://www.athleticscanada.com)

**Key Club International Website:**

[www.keyclub.org](http://www.keyclub.org)

**National Association for Sport and Physical Education Website:**

[www.naspeinfo.org](http://www.naspeinfo.org)

**National Recreation and Park Association Website:**

[www.nrpa.org](http://www.nrpa.org)

# Easy Steps to Hosting a Qualified Local Meet:

## 1. Logistics

Secure a location for the track meet, date and time. All you need is a place to run, jump and throw – a track is not even necessary.

## 2. Contact Your State/Provincial/Territory (S/P/T) Chair

You can find your S/P/T Chair by going to public website, click on Organizers tab > Find a State/Provincial/Territory Chair. They will be a good resource in helping you plan your event and answering any questions regarding the program in your state/province/territory.

## 3. Access Our On-Line Event Manager Program

You can access Event Manager from public website by clicking the “Login to Event Manager” button. Event Manager is our administrative program that allows you to qualify as an HTFG meet and includes helpful information and material to make hosting a track & field event easy.

- A. Register your account profile as a Local Coordinator.
- B. Register your event by going to Events>Add Event. Your event will have to be approved by your S/P/T Chair in order to post to public website. You have the option to register your event as a Closed Meet for school fun/field days, programs with specific enrollment, or meets restricted by a local agency/organization; your event will post to public website as a Closed Meet.
- C. After the event, log back into Event Manager to submit the Meet Results form and the Participation Report. These forms are required to complete the on-line program process as a qualified meet. If you use Hytek meet manager program to run/organize your meet, event manager is compatible for importing and exporting.
- D. Under Resources on the homepage, click the Reference Materials link to access forms, flyers, certificates, merchandise catalog, etc.

## 4. On-line Participant Registration

On-line registration for local meet participants is available on public website. When you register your event, provide specific instructions regarding registration for your meet in the “Registration Information” box; the registration instructions will post to public website along with your event information. As a Local Coordinator, you will receive an email notification letting you know when someone registers. You also can access registrant information within event manager under “Event Registrations” to export data in an excel spreadsheet.

## **5. Gather Equipment – Free Activation Kit**

The most important items of equipment are softballs, measuring tapes, batons and stopwatches. As a new coordinator or community, your S/P/T Chair will submit your name to receive a free Activation Kit which includes items mentioned above (while supplies last).

## **6. Recruit Volunteers**

The number of volunteers will depend on the size of your meet. Keep in mind, some volunteers could perform several duties. Potential volunteers include recreation department staff members, PTO/PTA members, service clubs (Key Club, Kiwanis, etc.), track clubs, parents or members of a high school track team.

### **Five Helpful Tips:**

- 1.** Make it fun for the kids, volunteers, and you!!
- 2.** Don't wait until the last minute to round up volunteers.
- 3.** Each participant must register by completing a Local Entry Form. Local entry forms can be found in our rulebook and in event manager by going to the Resources area and clicking on Reference Materials. Parents also can register their child online under the Parents tab.
- 4.** Consider sponsorships to provide ribbons, t-shirts, etc. Certificates and flyers are available in event manager by going to Reference Materials under the Resources area.
- 5.** Remember, your kids could qualify for their Regional Team and experience an all-expense paid trip to Hershey, Pa. in August to compete in the North American Final.

Hershey's Track & Field Games is solely funded and sponsored by The Hershey Company and partnered with the National Recreation and Park Association (NRPA), Athletics Canada, the National Association for Sport and Physical Education (NASPE) and Key Club International.



# Table of Contents

	<b>2</b>	Key Dates and Rule Changes for 2013
	<b>3</b>	Letter from the Founder
	<b>4-5</b>	State/Provincial/Territory Chairs and Regional Coordinators
	<b>6</b>	Highlights of the Rules
	<b>7-15</b>	Official Rules
	<b>16-20</b>	Meet Manual
	<b>21</b>	Guidelines for Participants
	<b>22-23</b>	Track and Field Event Forms
	<b>24-25</b>	Official Local Entry Form
	<b>26</b>	Hershey's Track & Field Games Fact Sheet
	<b>27-28</b>	Press Releases
	<b>29-30</b>	Notes
<b>Inside Back Cover</b>		Local Meet Certificate
<b>Back Cover</b>		Regional Map

# North American Final Meet Schedule

## Henry Hershey Field Milton Hershey School

1... Girls Lg. Jp. (9-10).....	10:15A	20... Boys 100m (11-12).....	11:30A
2... Boys Lg. Jp. (9-10).....	10:15A	21... Girls 100m (13-14).....	11:35A
3... Girls S. Throw (9-10).....	10:15A	22... Boys 100m (13-14).....	11:40A
4... Boys S. Throw (9-10).....	10:15A	23... Girls Lg. Jp. (13-14).....	11:40A
5... Girls 1600m (13-14).....	10:15A	24... Boys Lg. Jp. (13-14).....	11:40A
6... Boys 1600m (13-14).....	10:25A	25... Girls S. Throw (13-14).....	11:40A
7... Girls 800m (11-12).....	10:35A	26... Boys S. Throw (13-14).....	11:40A
8... Boys 800m (11-12).....	10:40A	27... Girls 200m (9-10).....	11:55A
9... Girls 800m (13-14).....	10:45A	28... Boys 200m (9-10).....	12:00P
10... Boys 800m (13-14).....	10:50A	29... Girls 200m (11-12).....	12:05P
11... Girls Lg. Jp. (11-12).....	10:50A	30... Boys 200m (11-12).....	12:10P
12... Boys Lg. Jp. (11-12).....	10:50A	31... Girls 200m (13-14).....	12:15P
13... Girls S. Throw (11-12).....	10:50A	32... Boys 200m (13-14).....	12:20P
14... Boys S. Throw (11-12).....	10:50A	33... Girls 400m (9-10).....	12:30P
15... Girls 50m (9-10).....	11:05A	34... Boys 400m (9-10).....	12:35P
16... Boys 50m (9-10).....	11:10A	35... Girls 400m (11-12).....	12:40P
17... Girls 100m (9-10).....	11:15A	36... Boys 400m (11-12).....	12:45P
18... Boys 100m (9-10).....	11:20A	37... Girls 4 x 100 (13-14).....	12:55P
19... Girls 100m (11-12).....	11:25A	38... Boys 4 x 100 (13-14).....	1:05P

Awards will be presented after each event.

Medals and certificates will be awarded to all participants.

## Key Dates and Rule Changes for 2013

### Page

4-5 .....	State/Provincial/Territory Chairs and Regional Coordinators
6 .....	Highlights of the Rules
21 (#14) .....	Guidelines for Participants
24-25 .....	Official Local Entry Form

### Page - Rule - Section - Article

11-6-1-1 & 2 .....	Age Groups	Born in 2003 - 2004 (9 and 10 year olds)
11-6-1-1 & 2 .....	Age Groups	Born in 2001 - 2002 (11 and 12 year olds)
11-6-1-1 & 2 .....	Age Groups	Born in 1999 - 2000 (13 and 14 year olds)
14-9-1-4 & 5 .....	North American Final/Regional Team Selection	
15-9-3-1 to 3 .....	District Level Information	
15-10-1-1 .....	State/Provincial/Territory Meet Deadline	July 6, 2013
15-10-2-1 .....	Regional Team Deadline	July 12, 2013
15-10-3-1 .....	North American Final	August 1-4, 2013

**\*All changes/highlights are in bold type within the respective sections throughout the rule book.**

# Letter from the Founder



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The purpose of Hershey's Track & Field Games is to promote physical fitness and participation for the youth of North America. I must stress the importance of the basic philosophy of this program - to stimulate the participation of all eligible children. It is no way to be construed as an all-star program for chosen individuals.

Learning, participation, enjoyment and physical exercise are the main elements of this program. At all times we shall strive to maintain the conduct of this program at a very basic level for these children. Therefore, it is of the utmost importance to stress participation at local park and recreation departments, schools and other community service organizations.

Through proper guidance and assistance, it is our firm belief and hope that we may positively shape the direction of the future of these children.

A handwritten signature in black ink, appearing to read "Donald P. Cohen". The signature is fluid and cursive, with a long horizontal line extending from the end.

**Donald P. Cohen**  
**Founder**  
**Hershey's Track & Field Games**



# State/Provincial/Territory Chairs

## Region 1

### *Regional Coordinator*

**Deb Weinreis (2013)**

**Fridley, MN**

**(763) 571-1305**

**weinreis@mnrecpark.org**

Ryan Sparrow (2004)

Channahon, IL

**(708) 466-6899**

ryan.sparrow@sbcglobal.net

Ezra Alexander (2008)

Gary, IN

(219) 886-7099

ealexander@ci.gary.in.us

Terry Gray (2004)

Marshalltown, IA

(641) 754-5715

tgray@ci.marshalltown.ia.us

Justin Lippe (2011)

Okemos, MI

(517) 485-9888

jlippe@mrpaonline.org

Deb Weinreis (2000)

Fridley, MN

(763) 571-1305

weinreis@mnrecpark.org

Tina Werner (1991)

Jefferson City, MO

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**Teresa Featherstone (2013)**

**Columbus, OH**

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**Carla Warwick (2013)**

**Mississauqa, ON**

**(905) 997-2713**

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Kurt Wachholz (1996)

West Allis, WI

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wachk@wawm.k12.wi.us

## Region 2

### *Regional Coordinator*

**Audree Jones-Taylor**

**Oakland, CA (1993)**

**(510) 238-7532**

ajones-taylor@oaklandnet.com

Marc Brust (2008)

Peoria, AZ

(623) 773-7129

marc.brust@peoriaaz.gov

Judi Baxter (1987)

(Northern)

Santa Rosa, CA

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judibax@sonic.net

Ann Kassel-Wilkes (1998)

(Southern)

San Bernardino, CA

**(951) 314-0485**

**ann\_wilkes712@yahoo.com**

Craig S. Mayeda (2006)

Kapolei, HI

(808) 768-3007

cmayeda@honolulu.gov

**Tanja Ramociotti (2013)**

**Sparks, NV**

**(775) 353-7898**

**tramociotti@ci.sparks.nv.us**

Paul Foster (2009)

Richfield, UT

(435) 896-5546

paulfoster@richfieldcity.com

## Region 3

### *Regional Coordinator*

**Dennis Cook (2010)**

**Seattle, WA**

**(206) 684-7094**

dennis.cook@seattle.gov

Rachel Parra (2006)

Nikishi, AK

(907) 776-8800

rparra@borough.kenai.ak.us

**Sheryl Mack (2013)**

**Edmonton, AB**

**Alberta & Northwest Territories**

**(780) 427-8792**

**sherylmack@athleticsalberta.com**

Darcy Russell (2001)

Winfield, British Columbia

British Columbia & Yukon

(250) 766-3365

billanddarcy@telus.net

Dave Landrum (2004)

Hagerman, ID

(208) 837-4505

dlandrum57@yahoo.com

Josh Zapata (2008)

Colstrip, MT

(406) 748-3326

jzapata@colstriparks.com

Rich Ekman (2006)

Bend, OR

(541) 389-7275

rich@bendparksandrec.org

Jeanette Sieler (2011)

Lacey, WA

(253) 312-5254

jsieler@ci.lacey.wa.us

## Region 4

### *Regional Coordinator*

**Rebecca VanPool (1993)**

**Oklahoma City, OK**

**(405) 834-3782**

**beckyvanpool@cox.net**

Tina Worrell (2009)

North Little Rock, AR

(501) 791-8543

arhtfg@nlrpr.org

Frank Wittenberg (2001)

Lafayette, LA

(337) 291-8375

fwittenberg@

lafayettegov.net

Larry Davis (1999)

Gulfport, MS

(228) 868-5889

ldavis@gulfport-ms.us

Jennifer Harvey (2011)

Rio Rancho, NM

(505) 891-7810

jharvey@ci.rio-rancho.nm.us

Jeff Hill (1996)

Norman, OK

(405) 366-5479

jeff.hill@normanok.gov

Jose Hernandez (2011)

San Juan, PR

(787) 513-2892

jose.hernandez38@upr.edu

Jay Williams (2004)

Texas City, TX

(409) 643-5987

jwilliams@texas-city-tx.org

Note: (Year) – year named Regional Coordinator and State/Provincial/Territory Chair



# State/Provincial/Territory Chairs

## Region 5

### **Regional Coordinator**

**Les Giddens (1993)**

Fremont, NE  
(402) 727-1322  
lgiddens@q.com

Marc Rademacher (2007)  
Fort Collins, CO  
(970) 221-6309  
mrademacher@fcgov.com

Connie Smith (2008)  
Emporia, KS  
(620) 340-6300  
kansashershey@hotmail.com

Diana Stevens (2004)  
Winnipeg, MB  
(204) 925-5744  
diana\_stevens@shaw.ca

Bob Barr (1991)  
North Platte, NE  
(308) 535-6774  
barrrd@ci.north-platte.ne.us

Terry Wallace (2006)  
Devils Lake, ND  
(701) 662-8243  
twallacedlpb@gondtc.com

Janine Platana (2004)  
Saskatoon, SK  
(306) 664-6744  
athletics@sasktel.net

**Kelly Elletson (2013)**  
**Spearfish, SD**  
**(605) 722-1430**  
**kelly.elletson@cityofspearfish.com**

Kari Kivisto (2006)  
Cheyenne, WY  
(307) 637-6423  
kkivisto@cheyennecity.org

## Region 6

### **Regional Coordinator**

**Brent Diesel (2002)**

Dover, NH  
(603) 749-2757  
wbdiesel@myfairpoint.net

Dave Thomas (2002)  
Quispamsis, NB  
Atlantic Provinces  
New Brunswick  
Nova Scotia  
Prince Edward Island  
(506) 849-4347  
atlantic.hershey@gmail.com

**Matt Scofield (2013)**  
**New Britain, CT**  
**(860) 826-3358**  
**mscofield@newbritainct.gov**

Annmarie Sargent (2004)  
Leominster, MA  
(978) 534-7529  
a21sargent@verizon.net

Tim Baude (2005)  
Bangor, ME  
(207) 992-4490  
tim.baude@bangormaine.gov

Christine Collins (2011)  
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wolferecassist@metrocast.net

Doug Halliday (2012)  
Paradise, NL  
(709) 743-4138  
doug@pgtfc.com

Matt La Fazia (2006)  
Johnston, RI  
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**Todd Goodwin (2013)**  
**South Burlington, VT**  
**(802) 846-4121**  
**tgoodwin@sburl.com**

## Region 7

### **Regional Coordinator**

**Dave Williams (2012)**

Illion, NY  
(315) 894-5636  
firebirddw@yahoo.com

**Shawn Baker (2013)**  
**Wilmington, DE**  
**(302) 576-3810**  
**sbaker@ci.wilmington.de.us**

Luna Harrison (2009)  
Washington, DC  
(202) 698-2249  
luna.harrison@dc.gov

Gene Neal (1996)  
Silverspring, MD  
(240) 793-2614  
omega.coach1@verizon.net

Jonathan Allen (2004)  
North Brunswick, NJ  
(732) 425-3520  
jonathan.allen27@yahoo.com

**Lauren Primerano (2013)**  
**(NY East)**  
**Bronx, NY**  
**(718) 218-2380**  
**lauren.primerano@parks.nyc.gov**

Dave Williams (2003)  
(NY West)  
Ilion, NY  
(315) 894-5636  
firebirddw@yahoo.com

Jeff Hall (2010)  
State College, PA  
(814) 231-3071  
jhall@crcog.net

Serge Thibaudeau (1998)  
Laval, QC  
Quebec/Nunavut  
(514) 252-3041  
sthibaudeau@athletisme.qc.ca

## Region 8

### **Regional Coordinator**

**Gregg Barnhill (2005)**

North Myrtle Beach, SC  
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dgbarnhill@nmb.us

Julius Shine (2008)  
Mobile, AL  
(251) 208-1630  
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Renae Nottage (2012)  
Miami, FL  
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rn1@miamidade.gov

Misty Sroczynski (2009)  
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msroczynski@augustaga.gov

Jackie French (1993)  
Lexington, KY  
(859) 288-2955  
jackief@lexingtonky.gov

Jane Bailey (1989)  
Raleigh, NC  
(919) 831-6836  
jane.bailey@raleighnc.gov

George Lloyd (2005)  
Mauldin, SC  
(864) 288-1332  
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Thomas Laird (2007)  
Murfreesboro, TN  
(615) 893-1802  
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Paul Berryman (2004)  
Virginia Beach, VA  
(757) 496-6766  
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Joan Lovejoy (2011)  
Huntington, WV  
(304) 696-5954  
jlovejoy@ghprd.org

\*See Hershey's website for updated information:

[www.hersheystrackandfield.com](http://www.hersheystrackandfield.com)

# HIGHLIGHTS OF THE RULES

*The information below will assist you in conducting a local Hershey's Track & Field Games meet.  
This information is taken from the Official Rule Book.*

**1. The only restriction for participation is age. A participant's age is as of December 31, 2013.**

**Born in 2003-2004  
(9 & 10 Year Olds)**

**Born in 2001-2002  
(11 & 12 Year Olds)**

**Born in 1999-2000  
(13 & 14 Year Olds)**

***A participant must compete in his/her age group and sex division.***

2. Participants who take part in Junior Varsity or Varsity Track Programs or are members of a Track Club are eligible to participate in the Hershey's Track & Field Games as long as the state/provincial/territory high school athletic governing body does not prohibit participation.
3. Participants may not wear shoes designated for spikes. In field events, any shoes designed for turf sports are not allowed.
4. Participants may not compete in their bare feet, slippers or socks.
5. Participants may not wear jewelry, hair beads and decoration, or sunglasses (unless prescription).
6. Starting blocks are not permitted.
7. A participant may compete in only three events [this may be two running events (includes relays for 13-14 age group) and a field event or two field events and a running event] up to and including the state/provincial/territory meet. For 9-10 and 11-12 age groups, the relay does not count as a running event because 9-10 and 11-12 relays do not advance to the North American Final.
8. A participant who displays unsportsmanlike conduct will be disqualified from meet in progress and shall not advance to the next level of competition.
9. Times will be recorded to the nearest 100th of a second and distances will be measured in feet and inches to the nearest one quarter inch (except in Canada).
10. In the case of ties for first place, there must be a run off for the running event. In the field events the contestant with the best second throw or jump will be declared the winner.
11. Each running competitor is allowed one false start.
12. All local meet winners must have their age verified at the local level competition.
13. In the relay, the acceleration zone will not be used and aids may not be used.
14. A competitor should be excused from a field event so that he/she may participate in a running event. The individual shall return to the field event immediately following the completion of that running event.
15. A participant may enter only one local and/or district meet (where applicable) or they will be disqualified from meet in progress and shall not advance to the next level of competition.
16. A participant must participate in the state/province/territory in which he/she resides.
17. Lane and position can be drawn by chance or seeded.
18. Most local, district (where applicable) and state/provincial/territory meets will be held rain or shine.
19. There must be at least 5 participants from each state/province/territory in each region that qualify for the North American Final Meet. All regional winners will qualify for the North American Final Meet.
20. Age groups 9-10 and 11-12, 4x100 Relays, will not qualify for the North American Final.

## Rule 1

### definitions

#### Section 1

##### field events

**article 1** A flight is a round of trials for contestants in the Softball Throw and the Standing Long Jump.

**article 2** A foul is one which is counted as a trial, but which is not measured because of some violation of the rules.

**article 3** The scratch mark is the line which is used in the Standing Long Jump and the Softball Throw to mark the limit beyond which a competitor may not touch during competition.

**article 4** All field events in the U.S. will be measured in feet and inches to the nearest one quarter inch (except Canada which will use the Universal metric standard measurement).

**article 5** In Canada, the field events will be measured in universal metric at local, district and provincial meets. The meters will be converted to feet and nearest quarter inch when submitted to the Regional Coordinator for the North American Final Meet.

#### Section 2

##### finish

**article 1** A dead heat is a situation in which two runners cross the finish line at exactly the same instant. This results in a tie if winning places are involved. Refer to Page 9 - Rule 3 - Section 2.

**article 2** The finish tape is a soft material which can be stretched across the track directly above the finish line to aid the judges in determining which runner crosses the finish line first.

#### Section 3

##### general conditions

**article 1** A preliminary flight or heat is the first level of competition in any event which qualifies participants for the next level of competition.

**article 2** To qualify is to win the right to participate in a semi-final or final race or flight by meeting certain standards in an earlier race or flight.

**article 3** To scratch is to designate the withdrawal of an entry before competition begins.

**article 4** No spikes or shoes designated for spikes will be allowed on the track. In field events, any shoes designed for turf surface sports (natural or artificial) are not allowed, e.g., football/soccer shoes. The participant's shoe cannot be used to gain an advantage. Any violation of this rule will cause disqualification of the participant in the event in which the illegal shoes were worn. A shoe is a covering for the foot and must be used by participants. The Aqua Sock (or similar footwear) is permissible. The use of ballet-type slippers or socks does not meet the requirements of this rule. No athlete will be allowed to compete in bare feet.

**article 5** The proper track uniform consists of a minimum of a jersey or blouse, boxer-type trunks or shorts, sweats, long pants, leotards or tights which are not objectionable, and shoes. (See Rule 2, Competitors and Attendants, Section 3, Art. 1, 2, and 3). Jewelry, hair beads and decoration, sunglasses (except prescription) shall not be allowed during competition.

**article 6** Unsportsmanlike conduct is conduct which is unfair or language which will bring discredit to the individual or the team: disrespectfully addressing an official; using profanity; criticizing an opponent or an official; throwing a baton following a relay.

#### Section 4

##### relays

**article 1** The baton is the implement which is used in a relay race and is handed by each runner to the succeeding teammate.

**article 2** An exchange zone is designated for exchanging the baton during relay races. It is an area the width of one lane and 20.11 meters (22 yards) long.

**article 3** A relay is a race during which four runners participate as a team. An individual leg of the relay is finished when the incoming runner passes the baton to the succeeding runner.

**article 4** A relay leg is the distance over which one runner of a relay team must run. Each runner may run only one leg of the relay.

**article 5** In the sprint relay, outgoing runners waiting for the baton must take positions and begin running inside the passing (exchange) zone. The baton will be passed within the exchange zone (it is only the position of the baton which is decisive and not the position of the body or limbs of the competitor).

#### Section 5

##### starting

**article 1** The starting runner may not touch the scratch line or the ground in front of it until after the starting gun has been fired.

**article 2** A staggered start is a method of equating the distance for all competitors when a race is run in lanes around one or more curves (200M or 400M). The runner or relay team assigned to the second and each succeeding lane starts a specified distance ahead of the runner on the left.

**article 3** In the 800 and 1600 meter races, a curved starting line (waterfall) will be used so that each competitor will run the same distance going into the curve. (See Rule 5, Section 1, on Lane Infractions)

**article 4** Starting blocks are not permitted.

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**Section 6**  
track events

**article 1** Course is a general term used to indicate the path of a runner. In races where each runner is required to remain in a specified lane, the course is the same as the lane.

**article 2** A heat is a preliminary race to eliminate slower competitors so the final race will include as many of the fastest competitors as desired. When there are a great number of entries in a given event, the heats could be arranged in preliminary and semi-final rounds (the number of final competitors is at least equal to the number of awards to be given). A final heat may or may not be conducted at local, district and state/provincial/territory meets based upon a decision of the meet committee.

**article 3** To jostle is to run against or elbow another runner. It is a form of crowding or bumping between two runners which hampers or impedes one of them.

**article 4** A lane is the course which is marked on the track for a race. A runner must stay in this prescribed path unless informed otherwise by the starter. Lanes vary in width depending upon the size of the track and the number desired for a given meet. Lanes should be one meter, seven centimeters (42 inches) wide whenever possible. (See Rule 5, Sections 1 and 2)

**article 5** A runner is a participant in a race. Other terms used to designate a participant are contestant and competitor.

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**Section 7**  
track meet

**article 1** All distances except field events will be measured in meters. Field events will be measured in feet and inches to the nearest one quarter inch (except in Canada).

**article 2** If preliminary heats are conducted, only winning times/marks for the final event will be submitted (i.e., heat or trial times/marks will not be submitted).

**article 3** The Board of Review is the administrative body responsible for the proper conduct of a track meet. The committee for the North American Final consists of three members of the Board of Directors.

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**Rule 2**  
*competitors & attendants*

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**Section 1**  
participation limitation

**article 1** Each competitor is individually responsible for promptly reporting for each event entered. He or she must report to the Clerk of Course or bullpen for any running event or the designated area for field events.

**article 2** The following is allowed event participation per age group at the local, district (where applicable) and state/provincial/territory meets: 9&10 may participate in one (1) field event and two (2) running events and the relay; or two (2) field events and one (1) running event and the relay\*. 11&12 may participate in one (1) field event and two (2) running events and the relay; or two (2) field events and one (1) running event and the relay\*.

13&14 may participate in one (1) field event and two (2) running events; or two (2) field events and one (1) running event.

\*Since the 4x100 relay does not advance to the North American Final for the 9&10 and 11&12 age groups, they are allowed the extra event at the local, district and/or state/provincial/territory meet level.

If a competitor exceeds the event limit, the event that puts the competitor over the limit as specified above shall cause the competitor to be disqualified from the event(s) exceeding the limit. In the case it is the 4x100 relay, the team may move forward with an eligible substitute from the meet where the infraction occurred. This rule does not apply to competition at the North American Final. An individual will be selected to compete only in one event at the North American Final. This one event may be a running event, a relay event (13&14) or a field event.

**article 3** Attendants may not accompany a competitor to the starting area. Any competitor will be disqualified if, in the opinion of the meet referee, the runner has in any way been aided by a coach, teammate or anyone connected directly or indirectly with the individual concerned. Such aid includes running alongside a teammate, being stationed at various points near the track, or located near any of the field events for the purpose of aiding or coaching the competitor after the race or field event has been started.

**article 4** A competitor officially becomes a participant when he or she, or a relay team of which they are a member, reports to the Clerk of Course or to the Judge of a field event in which he or she is entered. Participant will not be permitted to enter the competition after the Clerk closes the entries in the running events, or in the field events after the Judge has determined the places for the competition.

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## Section 2 disqualification

**article 1** Any competitor who is disqualified for unsportsmanlike conduct shall be ineligible for further participation in the meet in progress and shall not advance to the next level of competition. Unsportsmanlike conduct is defined as a competitor who displays inappropriate behavior(s) or willfully fails to follow the direction of the meet referee and/or meet director.

**article 2** Any competitor who is disqualified for competing in more than one local and/or district meet shall be ineligible for further participation in the meet in progress and shall not advance to the next level of competition.

**article 3** Any competitor who is disqualified for competing in the wrong age group; wearing illegal shoes; aiding a participant directly or indirectly by accompanying participant to the starting area, running along side participant, being stationed at points along the track to aid /coach participant; or exceeding the allowed event limit shall be disqualified from that event.

**article 4** At the North American Final, any cause for disqualification shall first be discussed with the competitor's regional coordinator. At the state/provincial, district and local meets, the meet director or his/her representative will inform the participant of the disqualification.

**article 5** At all meets, all protests must be filed with the Meet Referee in writing within fifteen (15) minutes of the ruling (disqualification). At the North American Final Meet, these protests must be submitted by the Regional Coordinator.

**article 6** At the North American Final, a Board of Review shall serve as the final Board of Review relative to all protests. This board shall consist of three members from the Board of Directors.

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## Section 3 uniforms

**article 1** A competitor must be in the proper track uniform and wearing the assigned contestant number (when numbers are used) before being permitted to compete.

**article 2** The recommended uniforms for the state/provincial/territory meet will consist of the official youth program t-shirts provided by Hershey's Track & Field Games, shorts (boxer-type trunks, gym trunks, sweats, long pants, leotards or tights which are not objectionable), and shoes. Relay teams may run in leotards or tights which may or may not match in color.

**article 3** The proper uniform for the North American Final will consist of the official youth program shirt, as issued, shorts (boxer-type trunks, gym trunks, sweats, long pants, leotards or tights which are not objectionable), and shoes. Relay teams may run in leotards or tights which do not match in color.

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## Rule 3 awards

### Section 1 awards

**article 1** The Board of Directors encourages the continued use of awards for participants. The Hershey's Track & Field Games Office will continue to provide certificates and ribbons for participants at each state/provincial/territory meet. At the North American Final, medals and certificates will be awarded to all participants.

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## Section 2 ties

**article 1** A tie in a running event occurs when two or more runners cross the finish line at exactly the same time. If the time is equal, the runner with the higher picked place is the winner. If place and time are the same, the persons involved will rerun the race at an appropriate time during the meet. When two or more runners or relay teams, running in separate heats or sections, have identical times, those involved will rerun the race at an appropriate time during the meet.

**article 2** When there is a tie for places in field events determined by distance, the higher place is awarded to the competitor whose second best performance is better than the second best performance of any other competitor tied for that place.

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## Rule 4 start & finish

### Section 1 start

**article 1** The starting of each race shall be done by the report of a pistol fired so that its smoke or flash will be visible to the timers or other sounding device. A whistle or starting pistol of any caliber may be used.

**article 2** For an unfair start, the starter or assistant starter shall recall the runners by a second shot. If any competitor is in motion after a starter gives an order to "Set," the starter shall not fire the pistol or blow the whistle and will ask the athletes to stand.

**article 3** The starter must receive a hand signal or whistle from the head judge that the judges are ready. When communicating with the starter, the

head finish judge should use the following signals: (1) to indicate ready, move one arm upward full extension and down to the side five times in succession accompanied by the use of a whistle; (2) to indicate not ready, move both arms to full extension and criss-cross them. Do not use whistle.

**article 4** In starting sprints, the starter shall direct the competitors "On your marks." At this signal, the competitors will immediately take their proper positions on their starting lines. After they have taken their positions and are steady on their marks, the starter shall instruct them to "Set." At this command, all competitors shall at once, and without delay, assume their full and final set position in such a manner that no part of their bodies touches on or over the starting line. After an interval of approximately two seconds, when all competitors are set and motionless, the starter shall fire the pistol, or blow the whistle.

**article 5** For races of 800 meters and longer, the starter will use the command "On Your Marks" and, when all competitors are steady, shall fire the pistol, or blow the whistle.

**article 6** A false start occurs when a runner fails to comply with the starter's commands; or when a runner leaves the mark with a hand or foot after the "Set" instruction, but before the pistol is fired or whistle blown or when a runner leaves the mark without the pistol being fired or whistle blown. The offenders shall be warned the first time and shall be disqualified from the event on the second violation. If a competitor uses tactics at the starting line which are designed to disconcert, he or she will be warned. If the runner's action is repeated, the contestant shall be disqualified from the event.

**article 7** No starting equipment for the runners will be allowed.

**article 8** In the state/provincial/

territory and North American Final meets, all lanes (and positions) may either be drawn by chance or seeded.

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## Section 2 finish

**article 1** The finish line is a line on the ground across the track from finish post to finish post. It shall be indicated by a mark drawn just outside the measured course so that the inner edge of the mark coincides with the actual finish line. The competitors place in the order in which any part of their bodies (e.g., torso, as distinguished from head, neck, arms, legs, feet or hands) reaches that edge of the finish line first crossed by the competitor.

**article 2** For the purpose of aiding the judges, but not to be used as a finish line, soft material may be stretched across the track at the finish (approximately one meter, 21.92 centimeters or four feet above the ground). This soft material shall be "breasted" by the competitor or competitors finishing and must not be seized by the hand. A soft material in white, yellow or orange has been found to be satisfactory.

**article 3** State/provincial/territory times for running events will be recorded to the 100ths. It is strongly suggested that all meets should be recorded to the 100ths in running events.

**article 4** Video replay equipment, other than the official equipment approved by the Board of Review, shall not be used to make decisions related to the meet.

**article 5** The Board of Review may approve the use of an official Full Automatic Timing system (FAT) to verify the outcome of any race (use must be determined before the event begins). When using the FAT system, the standard conversion does not apply to

Hershey's Track & Field Games meets.

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## Rule 5 *running infractions*

### Section 1 lane infractions

**article 1** When a race is run in lanes, each competitor shall keep his or her own position in the course during the entire race. A competitor who, without being fouled and while running around a curve, gains an advantage by stepping on or over the inside lane line may be disqualified from the event. A competitor who, without being fouled and while running around a curve, steps on or over this lane line for three or more consecutive steps either with one or both feet shall be disqualified from the event.

**article 2** In a race involving a curve and where lanes are not specified, a runner may change toward the inside or outside of the track when he or she is one full running stride (2.2 meters, seven feet) in advance of the runner whose path is crossed. It is not a foul if a runner crosses to the inside or outside if this action does not interfere in any way with another competitor's stride.

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### Section 2 interference

**article 1** If any runner impedes another competitor by jostling or running across an opponent's path, deliberately runs on or inside the track curb (or painted line), or illegally runs outside the assigned lane or course, the referee shall disqualify the runner, or in a team race, the entire team from the event.

**article 2** If interference occurs in any preliminary heat, the referee may allow the offended runner or team to start in a subsequent heat in the same round of heats if a lane is available, or in the next round of heats, just as if the runner or the team had won a place. If interference occurs in the final heat, the referee may order a new race between all of those who, in his opinion, are entitled to the privilege.

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### Section 3 aiding competitor

**article 1** Aiding a competitor is defined as: (a) anyone associated directly or indirectly with a competitor who paces the contestant by running, or taking a position along the track for the purpose of coaching or otherwise assisting the runner; (b) a competitor who is a lap behind the leading runner paces or otherwise assists a teammate or impedes another runner; (c) any runner intentionally leaves the track and re-enters to continue the race; or (d) contestants who join hands or grasp each other in order to finish a race in a tie. For any such act(s), the competitors shall be disqualified from the event.

**article 2** The use of any aid during a race (including carrying a baton, except in a relay) is prohibited. This includes the use of a mark of any type on the track for a relay.




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## Rule 6 age groups, sex division & eligibility

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### Section 1 age groups

**article 1** Contestants will compete in events according to their age. There will be three age groups:

**Born in 2003 or 2004  
(9 and 10 year olds)**  
**Born in 2001 or 2002  
(11 and 12 year olds)**  
**Born in 1999 or 2000  
(13 and 14 year olds)**

**article 2** Competitors will determine which age group to enter by calculating their age on **December 31, 2013. Nine-year-olds must be born during 2004, ten-year-olds must be born during 2003, eleven-year-olds must be born during 2002, twelve-year-olds must be born during 2001, thirteen-year-olds must be born during 2000 and fourteen-year-olds must be born during 1999.**

**article 3** All contestants must compete in their respective age groups.

**article 4** Any contestant who enters or competes in an age group which he or she does not legally belong will be disqualified from that event.

**article 5** Each contestant must show documented proof of age to the local sponsoring agency.

**article 6** Proof of age will be approved only after viewing a birth certificate or equivalent legal document, such as passport, adoption papers, certified school record, baptismal certificate, 1-94 card or hospital certificate. The state/

provincial/territory chair must verify the age of each North American finalist with the child's local sponsoring agency.

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### Section 2 sex division

**article 1** Contestant will compete within one sex division. Males will compete with males and females will compete with females.

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### Section 3 eligibility

**article 1** The intent of Hershey's Track & Field Games is to provide a basic playground form of participation for the beginning athlete. Any boy or girl 9-14 years of age is eligible to participate in the program as stated in Rule 6, Section 1, Article 1. Children with disabilities are welcome to participate and will be accommodated whenever reasonably possible.

**article 2** Eligible children must compete in the program in the state/province/territory in which they live. Any eligible child who lives outside the jurisdiction of a local sponsoring agency in his or her state/province/territory, may participate in the program with the permission of the agency. A participant may enter only one local and/or district meet (where applicable) or they will be disqualified from meet in progress and shall not advance to the next level of competition.

**article 3** Any question regarding eligibility will first be referred to the state/provincial/territory chair. If the question is unresolved, it shall then be presented to the regional coordinator. If the regional coordinator is unable to resolve the question, it shall be presented to the Board of Review. The ruling of this Committee is final.

## Rule 7 track events

### Section 1 age groups

#### Boys & Girls (9-10)

1. 50 Meter Dash (54 yds., 24.5 inches)
2. 100 Meter Dash (109 yds., 13 inches)
3. 200 Meter Dash (218 yds., 26 inches)
4. 400 Meter Dash (437 yds., 16 inches)
- ★ 5. 4 x 100 Meter Relay (437 yds., 16 inches x 4)
6. Standing Long Jump
7. Softball Throw

#### Boys & Girls (11-12)

1. 100 Meter Dash
2. 200 Meter Dash
3. 400 Meter Dash
4. 800 Meter Run (874 yds., 32 inches)
- ★ 5. 4 x 100 Meter Relay
6. Standing Long Jump
7. Softball Throw

#### Boys & Girls (13-14)

1. 100 Meter Dash
2. 200 Meter Dash
3. 800 Meter Run
4. 1600 Meter Run (1,749 yds., 28 inches)
5. 4 x 100 Meter Relay
6. Standing Long Jump
7. Softball Throw

★ Age groups 9-10 and 11-12, 4x100 Relays, will not qualify for the North American Final.

### Section 2 relays

**article 1** Relays are races between teams of four contestants, no one may run more than one leg. The members of a team may be changed until a preliminary heat has been run. After a heat has been run, only an injured or ill member of the original

relay team may be replaced by another runner. The disabled athlete may not enter further competition in the meet.

**article 2** It is permissible for the order of running to be changed between heats and succeeding rounds or the final.

**article 3** Each runner shall carry a baton in hand and shall pass it to the succeeding teammate. The first runner shall start with the baton and the last runner shall carry the baton across the finish line.

**article 4** In relay races, the baton must be passed while it is within a 20.11 meter (22 yard) exchange zone. The exchange zone is determined by lines drawn perpendicular to the inside lane line and 10 meters (11 yards) on each side of the exchange zone mark. The lines marking the limits of the exchange zone are included in the 20.11 meter measurement. The acceleration zone shall not be used.

**article 5** The baton must actually be handed, not thrown, from one competitor to the succeeding teammate. This teammate may not take sole possession of the baton outside the exchange zone. If the baton is dropped in the exchange zone, in a legitimate attempt to hand it, either runner may retrieve it without penalty provided the runner does not interfere with an opponent. If the baton is dropped outside the exchange zone, it must be retrieved by the runner who dropped it.

**article 6** After passing the baton, the relieved runner should stand still or jog straight ahead unless he or she is in the inside or outside lane. In these cases, the relieved runner shall step off the track as soon as possible.

**article 7** A team shall be disqualified for failure to pass the baton in accordance with the rules. The referee also may disqualify a team for other running infractions.

The rules relative to fouling, coaching or impeding a runner apply to relay races as they do to all other track events, except within the exchange zone. In this case the runner who passes the baton and his/her successor who receives it may overlap each other. The incoming runner shall not assist his/her teammate by pushing him/her.

**article 8** Throwing the baton following the finish of any relay is unsportsmanlike conduct and will cause the relay team to be disqualified.

**article 9** The relay baton shall not exceed 29.9 centimeters (11.81 inches) in length. Its circumference shall be at least 10.16 centimeters (4 inches) and no more than 12.7 centimeters (5 inches). It shall be a smooth, hollow tube made in one piece. The baton shall be made of wood, metal, plastic or other rigid material. It shall weigh at least five decagrams, or 1.766 ounces. The use of tape to wrap the baton is prohibited.

## Rule 8 field events

### Section 1 general rules

**article 1** Contestants shall report promptly to the Event Judge at the designated location when the event is announced. A contestant shall be charged with an unsuccessful attempt if he or she does not complete a trial or pass it within two minutes after being called for a trial unless excused by the Event Judge to participate in another event.

**article 2** A competitor excused to compete in another event shall return to the excused event immediately following the completion of the other event.



**article 3** In both field events, participants will have two successive attempts. The order of the third attempt will be decided by the officials in the local, district and state/provincial/territory meets. At the North American Final Meet, order will be decided by shortest to longest distance for the third attempt.

**article 4** All field events will be measured in feet and inches to the nearest one quarter inch (except in Canada).

**article 5** In all field events, the measurements shall be measured and be recorded with the "zero" end of the measuring tape held at the point of a contestant's landing and the feet and inches markings at the center point of the scratch line.

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## Section 2 standing long jump

**article 1** All competition in the Standing Long Jump will be on a flat surface. A Long Jump pit may be used. It is recommended that two judges (one on either side to measure length) be used.

**article 2** A competitor may (1) rock forward and backward, lifting heels and toes alternately on the surface, but may not lift either foot completely off the ground or slide it along in any direction on the ground; (2) both feet must be parallel to each other, an equal distance from the scratch line before jumping; (3) both feet must leave the ground at the same time.

**article 3** The jumper must take off from behind the scratch line. If the jumper's shoe extends over the scratch line or makes a mark in front of it, the jump shall not be measured, but shall count as a trial.

**article 4** Each jumper is entitled to three trials. Each trial shall be recorded. The contestant with the longest jump shall be considered the winner.

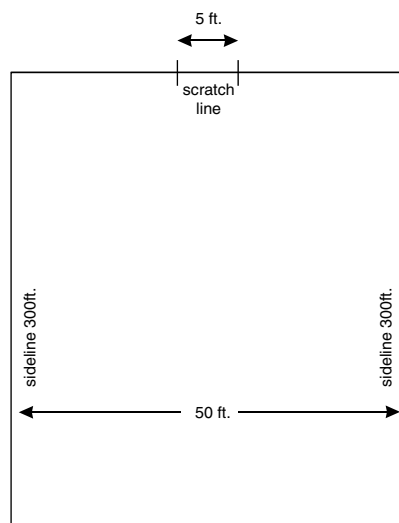
**article 5** In the case of a tie, the contestant whose next best performance is better than the second best performance of any other competitor tied for that place shall be declared the winner.

**article 6** Each legal jump shall be measured perpendicularly to the scratch line or its extension to the point touched by the person or apparel of the jumper which is nearest the scratch line or its extension.

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## Section 3 softball throw

**article 1** The ball throwing competition will be conducted using a softball with a minimum circumference of 30.14 centimeters (11 7/8 inches), and a maximum circumference of 30.78 centimeters (12 1/8 inches). The minimum weight of the softball must be 17 decagrams (six ounces) and its maximum weight must be 19.13 decagrams (6.75 ounces).



**article 2** The throw may be from either a standing position or on the run.

**article 3** No glove, tape or other foreign substance may be applied to the throwing hand unless it is required for medical reasons.

**article 4** Stepping on or over the scratch line constitutes a foul. A contestant must throw within the five foot throw marks. A contestant is permitted one run-up without releasing the ball. Failure to release the ball on a second run-up shall constitute a trial (foul).

**article 5** Each thrower will be allowed three (3) trials. The longest trial will be considered the winner.

**article 6** In case of a tie, the contestant whose next best performance is better than the second best performance of any other competitor tied for that place shall be declared the winner.

**article 7** Each legal throw will be measured for distance from a point at the center of the five foot throw marks to the spot where the ball lands between two parallel sidelines.

**article 8** The throw must be made from inside the five-foot throw marks indicated on the scratch line. The ball must land inside the fifty-foot wide parallel sidelines. The line is out of bounds. The measurement is taken from the center of the five-foot throw marks located on the scratch line to the point touched by the ball which is nearest the scratch line.

**article 9** Throws will be conducted in flights as stated in Rule 8, Section 1, Art. 3 and Rule 1, Section 1, Art. 1. (It is suggested that approximately eight competitors make up one flight).



## Rule 9

### *general program information*

#### Section 1

north american final / regional level

**article 1** It is the duty of the regional coordinator to select the regional first place winners of the respective region based on the state/provincial/territory final results forwarded to the regional coordinator by the chair of each state/province/territory in his or her region. Among the criteria for selecting this team will be time and distance comparisons of the winners of each state/province/territory. This team will represent the region at the North American Final. Regional teams will not include 9-10 and 11-12, 4x100 Relays. The regional coordinator, in selecting the regional team, shall designate the makeup of this team so that each state/province/territory in said region is represented by not less than five (5) participants.

**article 2** A participant may be selected to represent a region in one event only. The one event may be a running event, a relay event or a field event.

**article 3** In order to represent a region, a relay team must be the original four individuals who competed as a team in winning their event in the state/provincial/territory meet. Exceptions must be approved by the regional coordinator.

**article 4** Once the regional team has been selected, original team members who cannot compete in the North American Final due to illness or other circumstances shall have a replacement named by the Regional Coordinator.

**article 5** Participants selected for the North American Final will

be required to participate in the program from August 1 through August 4, 2013. Participants are not permitted to leave the facilities or events with their parent/guardian prior to designated early checkout unless withdrawing completely from the North American Final weekend and any future participation in the Hershey's Track & Field Games (HTFG). Exceptions may be granted at the sole discretion of the HTFG office for extraordinary circumstances.

**article 6** The appointment of the regional coordinator is subject to the approval of the Board of Directors.

#### Section 2

state / provincial / territory level

**article 1** Each year a state/provincial/territory chair will be appointed. His or her responsibility will be to coordinate the program.

**article 2** Each state/province/territory may be divided into geographic districts representing the entire state/province/territory. The number of districts shall be sufficient to allow for maximum participation. Each state/provincial/territory chair will be responsible for ensuring that the program is conducted in a non-discriminatory manner in accordance with all applicable laws within his or her state/province/territory.

**article 3** Each state/province/territory must hold at least one state/provincial/territory meet. Exceptions must be approved by the Board of Directors.

**article 4** It is the responsibility of the state/provincial/territory chair to provide a complete list of the state/provincial/territory meet winners to the regional coordinator within two (2) days of the conclusion of the state/provincial/territory meet. This list must be submitted electronically using the online event manager program at

[www.hersheystrackandfield.com](http://www.hersheystrackandfield.com). All running distances will be run in the metric measurement. Field events will be reported in feet and inches to the nearest one quarter inch (including Canada).

**article 5** The winners of the state/provincial/territory meet shall be eligible for selection as members of the regional team which will advance to the North American Final with the exception of the 9-10 and 11-12, 4x100 relay teams. No child who meets the eligibility requirements should be discouraged from competing so long as that child can compete safely.

**article 6** It is the duty of the state/provincial/territory chair to inform all entrants on the standard local participation form that not every winner in the state/provincial/territory meet will automatically be selected to participate in the North American Final. Due to the rule of geographical distribution ("...not less than five from each state/province/territory.."), it is not possible, nor is it the intent of the program, to establish a winners only program.

**article 7** Each state/provincial/territory chair may formulate a plan of action that will incorporate the rules set forth in the Official Rule Book.

**article 8** All ribbon and certificate awards for the state/provincial/territory finals will be provided by the Hershey's Track & Field Games and sent to each state/provincial/territory chair.

**article 9** Chaperones for the North American Final must be a minimum age of 21 years at the time of selection.

**article 10** Due to the process involved with selecting the regional team, no state/provincial/territory meet results shall be posted online until after August 1 of each year. Check with the state/provincial/territory chair after August 1 to see if results will be posted (optional). North American Final meet results are posted on the Hershey's Track & Field Games website.

**Section 3**

district level

(where applicable)

**article 1** Each State/Provincial/Territory Chair will determine if district meets will be part of their program. The district meet coordinator will be responsible for organizing and administering the district track and field meet with approval from the State/Provincial/Territory Chair to determine number of district meets within the state/province/territory and locations.

**article 2** Each district meet will be a qualifying meet whereby local meet participants/winners will advance to the district meet level. District meets are not open and must be acknowledged/approved by the State/Provincial/Territory Chair.

**article 3** Each district meet coordinator will ensure that all participants are registered on the required HERSHEY'S Track & Field Games local entry form to confirm participation approval by parent/guardian and confirm that participants are competing in the appropriate age group.

**article 4** All ribbon awards are to be uniform and standardized. A merchandise catalog is available within the on-line Event Manager program for ordering ribbons, t-shirts, etc., if interested.

**Section 4**

local level

**article 1** It is the philosophy of the Hershey's Track & Field Games that any eligible child be given an opportunity to participate.

**article 2** Each local participating agency shall hold qualifying trials to determine the best competitors.

**article 3** All participants must register on the standardized entrance form, a sample of which is included in the Rule Book and Manual and also available in the resources area of the online event manager program at [www.hersheystrackandfield.com](http://www.hersheystrackandfield.com).

**article 4** Local meet directors may supplement the local program by conducting events for participants under 9 years old (as of December 31). The events and age grouping will be at the discretion of the local meet director. Note: These participants will not be able to advance to the next level of competition.

**article 5** All ribbon awards are to be uniform and standardized. A merchandise catalog is available for ordering ribbons.

**Rule 10**  
*official dates***Section 1**

state/provincial/territory final

**article 1** All state/provincial/territory meets must be completed by July 6, 2013. The results of the state/provincial/territory meets must be submitted electronically using the online event manager program at [www.hersheystrackandfield.com](http://www.hersheystrackandfield.com). All results must be submitted online no later than July 8, 2013.

**Section 2**

regional results

**article 1** The regional coordinators must prepare their regional teams and submit names electronically by using the online event manager program at [www.hersheystrackandfield.com](http://www.hersheystrackandfield.com) no later than July 12, 2013.

**Section 3**

north american final

**article 1** The North American Final will be held August 1-4, 2013. The competition will take place at Henry Hershey Field, on the campus of Milton Hershey School, Hershey, PA.

**Rule 11**  
*rules interpretation***Section 1**

general rules

**article 1** These rules have been adopted by the Board of Directors.

**article 2** Interpretation of these rules by the Board of Directors is final.

**article 3** The National Federation of State High School Track and Field Rules govern the conduct of the Hershey's Track & Field Games except when noted in this Official Rule Book. New State/Provincial/Territory Chairs will receive a copy of the Federation Rule Book.

**article 4** A competitor officially becomes a participant when he or she, or a relay team of which they are a member, reports to the Clerk of Course or to the Judge of a field event in which he or she is entered. Participant will not be permitted to enter the competition after the Clerk closes the entries in the running events, or in the field events after the Judge starts competition.

**Rule 12**  
*description of final facilities***Section 1**

general rules

**article 1** The North American Final will be held at Henry Hershey Field, Milton Hershey School. All running events will be held on an all-weather Recortan Track. Each of the eight lanes is 48 inches wide. The markings are consistent with international rules and include a 50 Meter Dash start line. The Softball Throw will be conducted on a grass-covered field. The Standing Long Jump will be conducted from a scratch board into a raised sand-filled pit.

# Local, District or State/Provincial/Territory Meets

## Suggested Planning

### Equipment List

#### Administrative

Clipboards  
 Computer, Printer, Copy Paper  
 Extension cords  
 Pens, Pencils, Paper Clips, Scissors  
 Scotch Tape/Masking Tape  
 Stapler/Staples

#### Meet Materials - Softball Throw

Softballs  
 Area marked for SBT scratch line  
 Measuring tape (300')  
 Traffic cones for aiming marks

#### Meet Materials - Standing Long Jump

Measuring tape (50')  
 Rakes and brooms

#### Meet Materials - Running Events

Batons  
 Flags for relay zones  
 Starting guns, blanks or other starting device  
 Stop Watches/Timing device

#### Miscellaneous

Area for Awards/Awards stand  
 Designated area for Announcer  
 Prepared materials for Announcer  
 Refreshments  
 Signs/Banners  
 Tables/Chairs  
 Tents for clerk of course area or shade  
 Walkie Talkies  
 Water/Ice and ice chests  
 Public address system/bullhorn  
 United States/Canadian Anthem  
 Hershey Rule Book and Manual

### Meet Director

1. Responsible for overall coordination and accountability for the entire meet.
2. Set date; reserve field (designate parking area, sprinklers, etc.).
3. Order awards, participation certificates and ribbons, if used.
4. Contact Starter and Clerk of Course. Send both the Rule Book before the meet.
5. Reserve use of scoreboard (if available).
6. Contact concessionaire.
7. Contact sound system contractor.
8. Make all arrangements for guest athlete, i.e. invitation, responsibilities, confirmation and thank you letters.
9. Invite previous participants to attend-let them pass out ribbons at awards table.
10. Develop a Schedule of Events.
11. Contact Medical Services (First Aid, Ambulance, etc.) and send confirmation letter. Confirm with phone call.
12. Secure announcer and send confirmation and thank you letter.
13. Reserve table and chairs and arrange for pick-up and delivery the day of the meet.
14. Arrange for van/truck to haul meet equipment.
15. Arrange for restroom facilities.

### District or State/Provincial/Territory Chair

*Keep State/Provincial/Territory Chair informed about the status of these responsibilities:*

1. Obtain local track meet results from participating cities.
2. Compile local track results for meet program.
3. Prepare and print program (front cover and any photos). Print enough copies for athletes and spectators.
4. Create event/heat sheets.
5. Include volunteer schedule in program.

### Volunteer Coordinator

*Keep Local Meet Director informed about the status of these responsibilities:*

1. Recruit volunteers.
2. Make volunteer phone calls, indicate times available, send confirmation letters.
3. Type volunteer assignments.
4. Publicity
5. Send confirmation letters.
6. Send thank you notes.

# Local Meet Check List

## *miscellaneous*

<b>task</b>	<b>completed</b>
register local meet within HTFG event manager _____	_____
availability of field _____	_____
pre-meet publicity _____	_____
marking of field _____	_____
concession stand _____	_____
first aid/ambulance _____	_____
public address system _____	_____
meet publicity (TV/paper) _____	_____
post-meet publicity _____	_____
meet clean-up _____	_____
post-meet, submit meet results & participation report within HTFG event manager _____	_____

## *awards*

<b>item</b>	<b>completed</b>
certificates _____	_____
ribbons _____	_____
medals _____	_____
shirts _____	_____
other _____	_____

## *supplies*

<b>item</b>	<b>completed</b>
starting gun/whistle _____	_____
starter gun shells _____	_____
batons _____	_____
official softballs - 12" _____	_____
50 ft. measuring tape _____	_____
300 ft. measuring tape _____	_____
finish line string (optional) _____	_____

# Registration

## *check-in guidelines*

1. Collect a completed and signed copy of the official HERSHEY'S Track & Field Games local entry form for each participant.\*
2. Verify age of participant and event age group (birth certificate).
3. Participants check in by stating name, age and event. Confirm that each participant is entered in the event for which he/she is registered. Place a check mark opposite the name when they check-in. If their name is not on the list, contact the Local Meet Director.
4. Give each participant a "Certificate of Participation" (Master copy available in the Rule Book and on the [hersheystrackandfield.com](http://hersheystrackandfield.com) website).
5. Give each participant a program with order of events.
6. Give a hand out with next level of competition to those that qualify.

\* The local meet coordinator should retain the local entry forms and forward copies to the next level meet director of those athletes advancing.

# Volunteers

## *recruitment*

1. Refer to list of previous year volunteers/officials-phone numbers and previous year's assignment sheets.
2. Set up a grid-like volunteer assignment sheet (sample on next page)
3. Call people personally and fill out volunteer/officials grid. Follow-up until you have recruited enough volunteers/officials.
4. Send confirmation letter out no later than one week before meet.
5. Type staff/volunteer/officials assignment sheets.
6. Send thank you notes.

# Directional Signs

Restroom	Registration	Concessions
Information	Awards Table	First Aid
Softball Area	Standing Long Jump	Clerk of Course area

# Meet Officials' Job Duties

## *head finish official*

1. Designate Finish Line officials who will time first, second, and third, (etc.) place finishers.
2. Oversee Finish Line Area.
3. At the beginning of each race, ask timers to be ready with their watches cleared.
4. In the relays, get signal from passing zone judges that the teams are ready at each zone.
5. Notify starter with flag or whistle when ready.
6. After relays, check with passing zone judges to make sure that the hand-offs were in the zones. Notify recorder if there was a violation.
7. Deliver event results to recorder before next race.

## *recorder*

1. Ask for place finishers in order of 1st through last place.
2. As times are recorded, note whether they are in order of places. If there is a time error, the picker's choice takes precedence over the timer's results, PLACES STAND. Give both runners the lowest of the two times.
3. Remind timers not to clear their watches until given the okay.
4. Get event sheets prior to each race.
5. Deliver event sheets to the results table.

## *timers*

1. Your job is to time an assigned place in each race.
2. There should be two watches, if possible, for first place.
3. Practice starting, stopping and resetting your watch a few times before an actual race.
4. Be alert to the Head Official—that person is in contact with the starter. He or she will tell you when to be ready and the distance of the race. Hand signal will be used with whistle to inform the starter.
5. Your timing cue is the smoke from the starter's pistol, not the sound.
6. After a race, go out onto the track with your picker and escort the runner back to the recorder. Only announce your time to the recorder.
7. Announce the time when asked, after the picker has given the runner's name.
8. Don't clear your watch until the recorder has okayed it.
9. All heats are timed-be prepared.
10. Picker selection takes precedence over stop watch results.

## *finish judges*

1. In each race, your primary job is to pick the place finisher that you've been assigned.
2. Immediately after each race, go out onto the track and greet the child you've chosen. Escort the participant to the recorder, and ask them for their name.
3. Announce to the recorder the place and the participant's name.
4. In the event of a preliminary heat, some pickers may have to escort their finishers to the waiting area for the final heat.
5. All finishers get to pick up participation ribbons (if used) at the awards table. Race results may also be available.
6. In the case of the dashes, there may be more than one judge on the first two places required.

## *clerk of course*

1. Responsible for recording the name and number of each competitor and shall assign each runner to the proper heat and starting position. He/she is responsible for giving all necessary instructions concerning the rules governing the race.
2. Final check to make sure shoes and uniform comply with Rule Book.
3. Assign running numbers when applicable

# Local/district meet officials/volunteers

This list of officials/volunteers can be overlapped for local meet purposes.

Depending upon the number of participants in the meet, you will need the following Meet Officials:  
Arrange an officials organization meeting prior to the start of the meet.

Meet Director/  
Meet Referee

---

Announcer/  
Awards Presenter

---

Recorder

---

Clerk of Course

---



---

Finish Judges/  
Timers (1-8)

---



---



---



---



---



---



---



---

Head Judge/  
Head Timer

---



---

Starter

---

Turn/Lane Inspectors-  
can use field event  
officials (3)

---



---

Softball Throw  
Judge/Measurer

---

Recorder

---

Ball Chaser  
(use volunteers/kids)

---

Standing Long Jump  
Judge/Measurer

---

Recorder

---

Note: Some of these volunteers can be used to register participants before the meet.

## Procedures for the Day Before Meet

1. Get van/truck and load equipment.
2. Confirm sound system.
3. Confirm concessions.
4. Confirm first aid needs.

## Procedures for Day of Meet

1. Set up field, signs, tables, copy of program, and large schedule of events.
2. Set up computer equipment and give the clerk results from last year as reference.
3. Check to make sure the following are ready: sound equipment, awards area, timing devices, announcer, medical and restrooms.
4. Mark 50 meter (54 yards, 24.5 inches) start line.
5. Mark 1600 meter start line which is 30' and 8" less than a mile.
6. Set up softball throw areas: have lines marked on field and have 300 ft. measuring tape (measure in feet and inches to the nearest one quarter inch-except in Canada-See Rule 8).
7. Set up for standing long jump; rake, measuring tape (measure in feet and inches to the nearest one quarter inch-except in Canada-See Rule 8).

## Announcer

1. Greet announcer and confirm everything needed (chair, table, set-up of speakers) is available.
2. Review the program and schedule of events.
3. List any key speakers, guest, or special concerns.

This would include announcements such as:

- Please stay off the track
  - Upcoming events, final heats
  - Location of restrooms, concessions
  - Winner of each event
  - Ribbons that haven't been picked up
  - That not all state/provincial/territory winners will be advancing to the regional team for the North American Final meet (remind everyone that the 9-10 and 11-12, 4x100 relays do not advance)
4. Every 20-25 minutes monitor the announcer and ask if there's anything else that they need (refreshments, missing information, etc.).
  5. Announce the regional selection process, i.e., "that 5 must qualify rule" several times during the meet. All regional winners will qualify for the North American Final Meet with the exception of 9-10 and 11-12, 4x100 Relays. (See rule 9, article 1.)

## Emergency First Aid

1. Greet Emergency Medical personnel and show them where they will be located during the meet.
2. Check on any additional items needed.
3. Periodically, check with first aid to see if there are any problems.
4. At the end of the meet, go over any medical concerns and thank the first aid staff for their participation.



# Guidelines for Participants

1. Unsportsmanlike conduct will disqualify a participant from the meet in progress and from advancing to the next level of competition, i.e., disrespect, profanity, throwing a baton, etc.
2. A runner must stay in the lane assigned for the 50 meter, 100 meter, 200 meter, and 400 meter dashes and the 4 x 100 meter relay.
3. It is the participant's responsibility to report to the bullpen area for an event on time. Participant must listen for the announcement of his/her event.
4. The following shall require disqualification of a participant from the event: competing in the wrong age group; wearing illegal shoes; aiding a participant directly or indirectly by accompanying participant to the starting area, running along side participant, or being stationed at points along the track to aid / coach participant; exceeding the allowed event limit; causing a second false start; receiving a second warning at starting line for actions that confuse/upset other competitors; gaining an advantage by stepping on or over an inside line on a curve; stepping on or over a lane line for three or more consecutive steps with one or both feet on a curve; or causing interference of another runner.

The following shall require disqualification of a participant from meet in progress and advancing to the next level of competition: unsportsmanlike conduct and participating in more than one local and/ or district meet.

5. Lane and position may be drawn randomly or seeded according to guidelines adopted by the Board of Review.
6. In the relay event, the baton must be passed within the exchange zone. No aid may be used on the track. The baton must be handed, not thrown. The runner passing the baton should remain in the lane so as not to interfere with a runner in another lane. Rules relative to fouling, coaching, or impeding a runner apply to relays.
7. A regulation baton must be used. It may not be wrapped with tape.
8. A participant may be excused from a field event to participate in a running event. The individual should return directly to the field event following the running event.
9. No spikes or shoes designated for spikes will be allowed on the track. In field events, any shoes designed for turf surface sports (natural or artificial) are not allowed. The participant's shoes cannot be used to gain an advantage. No athlete will be allowed to compete in bare feet. (See Rule 1, Section 3, Article 4)
10. Jewelry, hair beads and decoration, sunglasses (except prescription) shall not be allowed during competition.
11. A participant may enter only one local and/or district meet.
12. The winners at local meets advance to district meets (where applicable) and/or state/provincial/territory meets.
13. Selection to the Regional Team is *not* automatic by winning first place at the state/provincial/territory meet. Each state/province/territory is represented by no less than five (5) participants. All regional winners will qualify for the North American Final Meet with the exception of 9-10 and 11-12, 4x100 Relays.
14. **Participants selected for the North American Final will be required to participate in the program from August 1 through August 4, 2013. Participants are not permitted to leave the facilities or events with their parent/guardian prior to designated early checkout unless withdrawing completely from the North American Final weekend and any future participation in the Hershey's Track & Field. Games (HTFG). Exceptions may be granted at the sole discretion of the HTFG office for extraordinary circumstances.**







## Relay Team (circle age)

Born in 2003 or 2004  
(Boys 9-10)

Born in 2001 or 2002  
(Boys 11-12)

Born in 1999 or 2000  
(Boys 13-14)

1. \_\_\_\_\_  
(First Name) (Last Name)

2. \_\_\_\_\_  
(First Name) (Last Name)

3. \_\_\_\_\_  
(First Name) (Last Name)

4. \_\_\_\_\_  
(First Name) (Last Name)

## Relay Team (circle age)

Born in 2003 or 2004  
(Girls 9-10)

Born in 2001 or 2002  
(Girls 11-12)

Born in 1999 or 2000  
(Girls 13-14)

1. \_\_\_\_\_  
(First Name) (Last Name)

2. \_\_\_\_\_  
(First Name) (Last Name)

3. \_\_\_\_\_  
(First Name) (Last Name)

4. \_\_\_\_\_  
(First Name) (Last Name)

## REGULATIONS

### Eligibility

Name of School/Community \_\_\_\_\_

City, State/Province/Territory \_\_\_\_\_

Age as of December 31, 2013 \_\_\_\_\_

\*All participants must compete in their age group and sex division.

\*A legal birth document must be presented to the local organizer.

### PARENT/GUARDIAN CONSENT:

Emergency Information: \_\_\_\_\_  
Parent or Guardian's Name Phone Number

Emergency name and number other than listed above: \_\_\_\_\_

The above named participant and the participant's parent/guardian have requested registration of the participant in the Hershey's Track & Field Games. In consideration of such registration, the right of the participant to compete in the Hershey's Track & Field Games and the use by the participant of the sponsoring agency's facilities and equipment, both the participant and the parent/guardian each acknowledge that the participant will be competing in the Hershey's Track & Field Games, traveling, and using sponsoring agency's facilities at the participant's sole risk and the participant, on his or her own behalf and on the behalf of his or her heirs, executors, administrators and assigns hereby releases, discharges and agrees to hold harmless The Hershey Company, the National Recreation and Park Association, the National Association for Sport & Physical Education, Key Club International and Athletics Canada and each of their officers, directors and any subsidiary companies. **We understand that those participants who advance to the state/provincial/territory level and are winners at that level do not automatically advance to the regional level for the North American Final meet. This is covered under Rule 9, Article 1 in the rule book.** We also agree to allow the Hershey's Track & Field Games to use and reproduce the participant's name and/or likeness and/or information concerning the participant and to circulate the same for any and all purposes in any manner. We certify that the information on this participation form is correct. I understand that the North American Final meet is managed by The Hershey Company and that all qualifying meets for the North American Final meet are managed by a sponsoring agency. I understand and agree that this release will apply to any and all events and activities my child may participate in as a participant in Hershey's Track & Field Games including travel to and from the North American Final and all activities that are a part of the Finals. **I further understand and agree that if my child qualifies for and chooses to participate in the North American Final meet, they will be required to participate in the program from August 1 through August 4, 2013. Participants are not permitted to leave the facilities or events with their parent/guardian prior to designated early checkout unless withdrawing completely from the North American Final weekend and any future participation in the Hershey's Track & Field Games (HTFG). Exceptions may be granted at the sole discretion of the HTFG office for extraordinary circumstances.**

\_\_\_\_\_  
(Signature of Parent or Guardian)

\_\_\_\_\_  
(Date)

# Hershey's Track & Field Games

## *Fact Sheet for 2013*

### **what**

Hershey's Track & Field Games

### **who**

Boys & girls, ages 9 to 14

### **where**

Meets are held and sponsored by local park and recreation departments and other locally based organizations, agencies and schools in all 50 states, the District of Columbia, Puerto Rico and Canada. State/provincial/territory finalists are eligible for selection to Regional Teams. All regional winners will qualify for the North American Final Meet with the exception of 9-10 and 11-12, 4x100 Relays. To ensure fair representation of participants from all 50 states, the District of Columbia, Puerto Rico and Canada, a minimum of five finalists are selected from each state/provincial/territory group to be part of the regional team attending the North American Final at Henry Hershey Field on the campus of Milton Hershey school, in Hershey, PA.

### **when**

April, May, June and July-Local/District/State/Provincial/Territory meets.  
Saturday, August 3, 2013-North American Final Meet in Hershey, PA.

### **why**

To promote physical fitness, participation, friendship and sportsmanship.

### **north american sponsor**

The Hershey Company

### **partners**

The National Recreation and Park Association, Athletics Canada, Key Club International and National Association for Sport and Physical Education.

### **general**

The Hershey's Track & Field Games has been a national event and now a North American event for the past thirty-three years. Initiated as a playground track and field program in 1975 in Charleston, WV, by Dr. Donald P. Cohen, Hershey's Track & Field Games has become the largest youth sports program of its kind in North America. The program was offered on a state-wide level in West Virginia in 1976, became a 10-state regional event in 1977, and offered nationally in 1978. Participants from Ontario, Canada, participated at the first North American Final in 1997. In 2011, participants from Puerto Rico participated at the North American Final for the first time.

### **events**

#### Track

50 meter dash  
100 meter dash  
200 meter dash  
400 meter dash  
\* 4 x 100 meter relay  
800 meter run  
1600 meter run

#### Field

Standing Long Jump  
Softball Throw

Hershey's Track & Field Games  
The Hershey Company  
100 Crystal A Drive  
Hershey, PA 17033  
717-534-8087 (Bus.)  
717-534-7078 (Fax)

\* Age groups 9-10 and 11-12, 4x100 Relays, will not qualify for the North American Final.

# Sample Press Release Announcing a Local Meet

**Local Contact:**

**(Name)**

**(Title)**

**(Address)**

**(Phone)**

**State/Provincial/Territory Contact:**

**(Name)**

**(Title)**

**(Address)**

**(Phone)**

## For Immediate Release

(City)-(Date)- Approximately (#\_\_\_\_\_) 9 to 14 year old boys and girls from (City or Town) will compete (Date) at (Location) in the (City or Town) running of the Hershey's Track & Field Games.

Winners in the (City or Town) meet will advance to the district/state/provincial/territory meet on Saturday, May/June \_\_\_\_\_. Local/District meet winners will advance to the state/provincial/territory meet in June/July \_\_\_\_\_. State/provincial/territory meet winners do not automatically advance to the North American Final. They are entered into a regional pool and become eligible for selection to a Regional Team which will travel to Hershey, Pennsylvania, to compete in the North American Final, held Saturday, August 3, 2013. All regional winners will qualify for the North American Final Meet with the exception of 9-10 and 11-12, 4x100 Relays.

Events will include the 50 meter dash, 100 meter dash, 200 meter dash, 400 meter dash, 800 meter run, 1600 meter run, 4 x 100 meter relay, standing long jump, and softball throw.

The Hershey's Track & Field Games has involved millions of youngsters from all 50 states, the District of Columbia, Puerto Rico and Canada. It is solely sponsored by The Hershey Company and partnered with the National Recreation and Park Association, Athletics Canada, Key Club International and National Association for Sport and Physical Education.

The state/provincial/territory sponsor of this program is (agency \_\_\_\_\_). The local sponsor of this program is (agency \_\_\_\_\_).

Hershey's Track & Field Games is designed to encourage physical fitness among youth and emphasize participation and sportsmanship.

# Press Release

**Local Contact**

Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Phone \_\_\_\_\_

**State/Provincial/Territory Contact**

Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Phone \_\_\_\_\_

## 2013 Hershey's Track & Field Games

### \_\_\_\_\_ Meet Results

Girls or Boys Ages \_\_\_\_ & \_\_\_\_ (born in \_\_\_\_\_ or \_\_\_\_\_)

**50 Meter Dash (9-10)**

Place	Name	Community	Time
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____

**100 Meter Dash (9-10, 11-12, 13-14)**

Place	Name	Community	Time
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____

**200 Meter Dash (9-10, 11-12, 13-14)**

Place	Name	Community	Time
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____

**400 Meter Dash (9-10 & 11-12)**

Place	Name	Community	Time
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____

**800 Meter Run (11-12 & 13-14)**

Place	Name	Community	Distance
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____

**1600 Meter Run (13-14)**

Place	Name	Community	Distance
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____

**4 x 100 Meter Relay (9-10, 11-12, 13-14)** 9-10 and 11-12, 4x100 Relays, will not qualify for the North American Final.

Place	Name	Community	Time
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____

**Softball Throw (9-10, 11-12, 13-14)**

Place	Name	Community	Distance
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____

**Standing Long Jump (9-10, 11-12, 13-14)**

Place	Name	Community	Distance
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____
5th	_____	_____	_____
6th	_____	_____	_____
7th	_____	_____	_____
8th	_____	_____	_____



# NOTES

# NOTES

CONFIDENCE LEADERSHIP ENCOURAGEMENT

ACHIEVEMENT CONFIDENCE

RUN! JUMP! THROW! ENCOURAGEMENT ACHIEVEMENT



# 2013

## CERTIFICATE OF PARTICIPATION

---

In acknowledgement of your participation  
 in the local meet of the 36th annual  
 Hershey's Track & Field Games held on:

At

We congratulate you and wish you  
 success on your future endeavors.

---

Local Meet Coordinator



National Recreation and Park Association



Athletics Canada  
Athlétisme Canada



KEY CLUB®

RUN! JUMP! THROW! LEADERSHIP

# HERSHEY'S

## TRACK & FIELD GAMES <sup>TM</sup>



### KEY CLUB<sup>®</sup>



Hershey's Track & Field Games is solely funded and sponsored by The Hershey Company and partnered with the National Recreation and Park Association (NRPA), Athletics Canada, the National Association for Sport and Physical Education (NASPE) and Key Club International.