

How To Submit A Record Application

USATF

When a national record is to be claimed, the Association, club, or organization sponsoring or conducting the competition at which the performance was made shall take all necessary steps to have the record applied for, including:

- a) Completing and submitting the appropriate record application form. Track and field record applications (including race walking events on the track) should be sent to the National Records Chair or the appropriate sport committee Records Chair. Road record applications and all long distance record applications should be sent to Andy Carr, Long Distance Running Recordkeeper; c/o Atlanta Track Club; 3097 E Shadowlawn Avenue NE; Atlanta, GA 30305.
- b) All Masters and Youth Athletics record applications must be accompanied by proof of birth date. Acceptable forms of proof include a birth certificate, passport, certified baptismal record, driver's license, or US government identification or equivalent proof. Letters from civil, military, or academic officials are not sufficient. In Masters Athletics, the birth certificate must be certified and a driver's license is not acceptable.
 - For Masters and Youth records, if they have previously had their birthdate verified, you don't need to supply new data. If they are Pacific Association members, go to the PAUSATF website / Membership / Members / Member List (<https://pausatf.org/data/members.php>) and look for their name. If there is a "v" next to their age then it has been previously verified.

Note: The USATF Record Form may be used for all records.

NCAA

Use the USATF Record form. These records forms should be given to the respective NCAA liaison, used as the basis for the record and kept on file at the NCAA national office.

High School

Individuals interested in submitting a record application are encouraged to do so. **Simply complete the form, and forward it to the member state athletic/activity association in your particular state, along with documentation of the performance.**

California Interscholastic Federation
4658 Duckhorn Dr. Sacramento, CA 95834
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Once the state association receives your submission, it will review the application and documentation. If the submission is accepted, it will be signed by the state association and then forwarded to the NFHS. **(Note: do not send the form directly to the NFHS,** as the application will not be accepted without approval of the member state athletic/activity association.) The application for record shall be received by the NFHS within six months from the date of the performance.