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April 29, 2012

Dear National Federations, Technical Officials, Event Organisers and Future ITU World Championship hosts;

Please consider the attached application as an invitation to participate in the ITU Technical Education Seminar in Auckland, New Zealand, on the occasion of the [**Barfoot&Thompson World Triathlon Grand Final Auckland**](http://auckland.triathlon.org)**.**

The Technical Education Seminar will be geared to the ITU Observers Program, open to future confirmed ITU World Triathlon Series and World Cup host organisations and cities, as well as bid organisations and cities for non-confirmed ITU World Triathlon and World Cup events (all disciplines).

The Seminar will commence on Friday October 19th and Saturday October 20th and will consist of two days of formal education, followed by a series of practical components in all relevant areas of interest. Please see below the schedule for details:

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| Friday(19 Oct 2012) | 1.00pm-2.00pm |  | ITU Office, Heritage Auckland | Seminar’s registration |
| Friday(19 Oct 2012) | 2.00pm-4.00pm | Session # 1 | ITU Office, Heritage Auckland | :Organizing a World Triathlon Series Event and World Cup Event |
|   |   |   |   |   |
| Saturday(20 Oct 2012) | 2.00pm-3.00pm | Session # 2 | Race Venue | Tour of Venue and back of house for seminar’s participants |

Please complete the attached registration form and return to johanne.sussburckel@triathlon.org by Friday,September 21, 2012

**Other Relevant Information:**

The Seminar will be hosted by the ITU Sport Department at no cost. However, there are a number of social functions for which you may wish to participate.

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| **Opening Ceremony and Pasta Party** | Thursday Oct 18 at 5.00pm |
| **ITU Paratriathlon Workshop**  | Friday Oct 19 at 08:30am |
| **Final Banquet and Closing Ceremony** | Monday Oct 22 at 6.30pm |

You may purchase tickets for the Opening Ceremony/Pasta Party and Final Banquet/Closing Ceremony from the LOC at The Cloud / Expo Marque in the race venue area.

ITU Technical Education Seminar- Observers’ Program

Auckland, New Zealand 19-20 October 2012

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|  **ITU OBSERVER PROGRAM APPLICATION FORM** |
| Name of ITU Event you will organise |  |
| Date of Event |  |
| Location of Event |  |
| Event Website (if applicable) |  |
| Observers’ Information |
| Name of key contact*(last name, first name)* |  |
| Postal Address |  |
| Phone |  |
| E-mail |  |
| Additional Participant | 1.  |
| Email |  |
| Additional Participant | 2.  |
| Email |  |
| Additional Participant | 3.  |
| Email |  |
| Programme expectations\*Please, provide a brief comment on your expectations and goals of attending the ITU Observer Program |  |

**Please email applications to** **johanne.sussburckel@triathlon.org** **by Friday,September 21, 2012**