

# International Association of Athletics Federations

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M/33/08  
Monaco, 19 December 2008

**To: MEMBER FEDERATIONS**  
Copy: Council Members  
Committee/Commission Chairpersons  
Area Associations  
RDCs / HPTCs  
Dentsu/AMS

Dear General Secretary,

## **RE. 2009 MEMBER FEDERATION DEADLINES AND CLOSING DATES OF IAAF HEADQUARTERS**

Please find herewith a list of documents for submission to the IAAF with their respective deadlines, as well as a list of dates on which IAAF Headquarters will be closed.

IAAF Headquarters shall be closed from Wednesday, 24 December 2008 until Sunday, 4 January 2009 included and will reopen on Monday, 5 January in the morning (Monaco time).

We hope this information will be useful to you for preparing the busy year ahead and wish you a happy and health holiday season.

Kind regards,

Pierre Weiss  
General Secretary

## Deadlines for Member Federations 2009

Deadlines	Documents to Submit to the IAAF <i>(and to relevant entities as required)</i>
January 20 2009	Letter of Intent – Candidatures to Organise – 2010 World Cross Country Championships <i>(Circular M/28/08 dated 12 December 2008)</i>
January 28 2009	Preliminary Entries – 2009 World Cross Country Championships – Amman, Jordan <i>(Circular M/24/08 dated 27 October 2008)</i>
February 12 2009	Rule Change Proposals to amend IAAF Competition Rules and Constitution 47 <sup>th</sup> IAAF Congress – Berlin, Germany <i>(Circular M/31/08 dated 19 December 2008)</i>
February 15 2009	Team Insurance World Athletics Series Competitions 2009 <i>(Circular to be published January 2009)</i>
	Participation Forms – 2009 World Athletics Day <i>(Circular to be published January 2009)</i>
March 15 2009	Letter of Intent – Candidatures to Organise – WXC2011, WAF2011, WHM2011, WRW2012, WJC2012 <i>(Circular to be published January 2009)</i>
March 16 2009	Final Entries – 2009 World Cross Country Championships – Amman, Jordan <i>(Circular M/24/08 dated 27 October 2008)</i>
March 31 2009	2008 Annual Report <i>(Circular to be published January 2009)</i>
	*Whereabouts Information for all athletes in the IAAF Registered Testing Pool Quarter 2/2009 (April-June 2009)
April 8 2009	Preliminary Entries – 2009 World Youth Championships – Südtirol, Italy <i>(Circular to be published January 2009)</i>
April 15 2009	<b>Preliminary Entries (including Congress Delegates) – 2009 World Championships in Athletics – Berlin, Germany</b> <b><i>(Circular M/22/08 dated 5 September 2008)</i></b>
	Additional IAAF Certified Implements requests – 2009 WCH – Berlin, Germany <i>(Circular M/22/08 dated 5 September 2008)</i>
	Exceptional travel requests with quotes – 2009 WCH – Berlin, Germany <i>(Circular M/22/08 dated 5 September 2008)</i>
May 11 2009	Candidatures for IAAF Athletes' Commission Elections – 2009 WCH – Berlin, Germany <i>(Circular M/32/08 dated 19 December 2008)</i>
May 31 2009	Competition Results and Post-Event Reports – 2009 World Athletics Day <i>(Circular to be published January 2009)</i>
June 22 2009	Final Entries – 2009 World Youth Championships – Südtirol, Italy <i>(Circular to be published January 2009)</i>
June 30 2009*	*Whereabouts information for all athletes in the IAAF Registered Testing Pool Quarter 3/2009 (July-September 2009)
August 3 2009	Final Entries – 2009 World Championships in Athletics – Berlin, Germany <i>(Circular M/22/08 dated 5 September 2008)</i>
August 11 2009	Preliminary Entries – 2009 World Half Marathon Championships – Birmingham, GB & NI <i>(Circular to be published May 2009)</i>
September 28 2009	Final Entries – 2009 World Half Marathon Championships – Birmingham, GB & NI <i>(Circular to be published May 2009)</i>
September 30 2009	*Whereabouts information for all athletes in the IAAF Registered Testing Pool Quarter 4/2009 (October-December 2009)
December 31 2009	*Whereabouts information for all athletes in the IAAF Registered Testing Pool Quarter 1/2010 (January-March 2010)

\* This deadline only concerns Member Federations with athletes in the Registered Testing Pool

## IAAF Headquarters – Closing Dates 2009

Calendar	
January 1 <sup>st</sup> 2009 ( <i>Thursday</i> )	New Year's Day
January 27 2009 ( <i>Tuesday</i> )	Sainte Devote – Patron of Monaco
April 13 2009 ( <i>Monday</i> )	Easter Monday
May 1 2009 ( <i>Friday</i> )	Labour Day
May 21 2009 ( <i>Thursday</i> )	Ascension
May 22-24 2009 ( <i>Friday-Sunday</i> )	Monaco Formula 1 Grand Prix
June 1 <sup>st</sup> 2009 ( <i>Monday</i> )	Pentecost
June 11 2009 ( <i>Thursday</i> )	Feast of Corpus Christi
November 2 2009 ( <i>Monday</i> )	All Saints ( <i>November 1<sup>st</sup> 2009 - Sunday</i> )
November 19 2009 ( <i>Thursday</i> )	National Holiday
December 24 2009 - January 3 2010 ( <i>dates tbc</i> )	Holiday Office Closing