

2020 Team Registration – UCI Mountain Bike Teams

UCI DataRide – Teams | Registration process

User guide

Note: This guide is provided to all 2019 teams with a login and a password. Should you be a new team, please contact offroad@uci.ch so we can provide you with login details.

Note to French speaking users: for technical considerations, the platform is only available in English, however, kindly be aware you can fill-in information in both Union Cycliste Internationale official languages: French or English.

TEAM REGISTRATION DEADLINE AND PAYMENT – 15 JANUARY 2020

Application criteria for UCI Mountain Bike Teams is as follows:

UCI Mountain Bike Endurance Team can apply for a registration only if the team is ranked with a total of minimum 75 points in the UCI endurance team ranking. The ranking is calculated as per article 4.11.006 and based on the riders individual UCI points in the first UCI XCO individual ranking of the season.

UCI Mountain Bike Gravity team can apply for a registration only if the team is ranked with minimum 1 point in the gravity team ranking. The ranking is calculated based on the final individual world cup standings of the previous year and the world championships results by attributing points as per the table in article 4.13.002.

All teams must submit their application and pay the standard fee of **EUR 2'500.-** (for further details regarding the fees, please refer to the [UCI MTB Financial Obligations](#)). **Payment should mention the exact name of the team it is related to.**

In addition, we also remind you that:

- **a rider cannot be considered as a team manager or staff member of a UCI MTB Team.**
- **the general email address of the team should not be the same as a rider's email.**
- **a team must imperatively have a team manager to be registered.**

You will find below the tasks that will be displayed on your dashboard and that you need to duly fill-in and submit prior to 15 January 2020:

View by task

SEASON	TASK	DISCIPLINE
2020 ▼		Mountain Bike ▼
Deadline	Task	
15.01.2020	Registration information	NEXT DEADLINE
15.01.2020	Payment of the registration fee	NEXT DEADLINE
15.01.2020	List of staff	NEXT DEADLINE
15.01.2020	List of riders	NEXT DEADLINE
15.01.2020	Jersey design	NEXT DEADLINE

REGISTRATION INFORMATION – 15 JANUARY 2020

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MTB TEST TEAM 03




SWITZERLAND (SUI)

UCI MTB Team

Nike – PUMA

 Jeremy Conrad

 hglids@hglis.hlogsha

 +1 123

 +213 4321

15.01.2020 - Registration information
NEXT DEADLINE

80%

 VIEW CHANGE HISTORY
 EXPORT PDF

+	1. Team name
+	2. Team Manager SUBMITTED
+	3. Details of the UCI team that will be published on UCI website SUBMITTED
+	4. Main sponsors SUBMITTED
+	5. Paying agent (art. 4.14.008) SUBMITTED

a) Team Name

The “2019 TEAM NAME” field is prefilled-in with the current team name registered with the UCI and cannot be modified.

The “2020 TEAM NAME” field must be filled-in with the team name you wish to use for the 2020 season.

The “TEAM CODE (3 characters upon availability)” field must be filled-in with the team three-letter code you wish to use for 2020 season.

When this information is saved as draft or submitted, the team name and team code are updated and displayed on your dashboard.

b) Team Manager

When this information is saved as draft or submitted, it is updated and displayed on your dashboard (highlighted in light yellow). The Team Manager entered in this section must be the same as the one entered in the List of licensed Staff section.

c) Details of the UCI team that will be published on UCI website

Data is pre-filled in from previous season. Please make sure to check and update the information if needed before submitting. Please make sure to enter the absolute URL, including the leading <http://> or <https://> (example: <http://www.example.com>).

Please note that this information will be displayed on the UCI website and therefore, visible to anyone checking the website.

d) Paying agent

Data is pre-filled in from previous season. Please make sure to check and update the information if needed before submitting. Please make sure to enter the absolute URL, including the leading http:// or https:// (example: http://www.example.com).

e) Main sponsors

If you have several main sponsors (up to two), please make sure to fill-in the first main sponsor before filling-in the second main sponsor. When this information is saved as a draft or submitted, it is updated and displayed on your dashboard below the team category.

Please refer to the excluded categories of sponsors set out at article 1.1.089 of the UCI Regulations. If one of your main sponsors is a betting company, please refer to article 1.1.090 of the UCI Regulations which lays down the conditions to fulfil.

LIST OF STAFF MEMBERS - 15 JANUARY 2020

There are two different sections in this task: list of licensed staff and list of non-licensed staff. All staff members contracted by the team, including on a temporary basis, licensed or not-licensed, must be registered in one of both lists.

Staff members who have a management role (Team Manager, Assistant Team Manager) must be licensed. We recommend that other staff members are licensed, but it is not mandatory.

The Team Manager listed in this section must be the same as the one listed in the Registration Information section.

Team Manager and Assistant Team Manager are prefilled-in from the current season on the list of licensed staff. Staff members who will not be contracted for the 2020 season can be removed from the list by clicking on the "X" button at the end of the line.

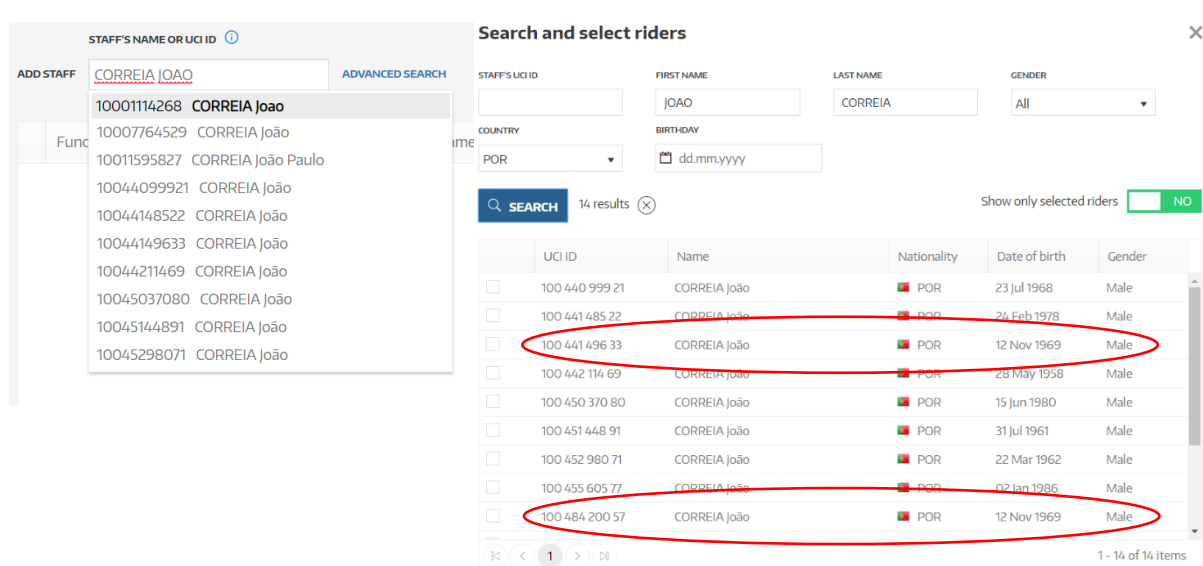
1. List of licensed staff							
STAFF'S NAME OR UCI ID							
ADD STAFF		ADVANCED SEARCH					
Function	UCI ID	Last name	First name	Nationality	Date of birth	Gender	
	100 025 943 28	REILLE	Christelle	FRA	05 Aug 1974	Female	

For each staff member, please open the individual line and fill-in and/or check the requested information. Please make sure to select the function which best fits the role of the staff member. You can then detail the different tasks of the staff member in the related field.

In order to add a staff member in the list of licensed staff, you can search the licence holder in the corresponding field or proceed with an advanced search.

The advanced search feature can help you in case there are several people with the same name. We kindly invite you to check the current licence of the person, on which the UCI ID is indicated. You can then select the correct person and add them to the list.

If there are several people with the exact same information (first name, last name, date of birth, nationality), please make sure to send the UCI (support.ucidata@uci.ch) a print screen like on this example as well as a copy of the licence, showing the UCI ID, so that we can merge both entries and only have the correct one left.



Search and select riders

STAFF'S NAME OR UCI ID

ADD STAFF **ADVANCED SEARCH**

STAFF'S UCI ID FIRST NAME LAST NAME GENDER

COUNTRY BIRTHDAY

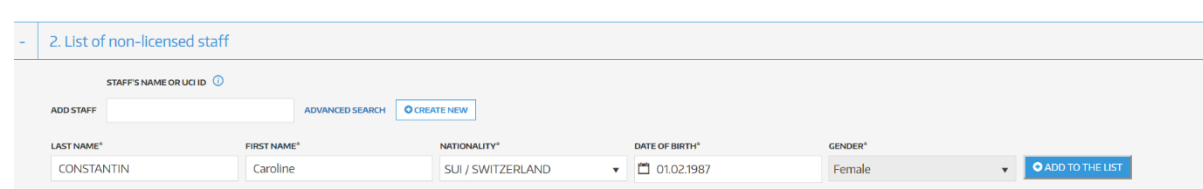
SEARCH 14 results

Show only selected riders ☐ NO

UCI ID	Name	Nationality	Date of birth	Gender
100 440 999 21	CORREIA João	POR	23 Jul 1968	Male
100 441 485 22	CORREIA João	POR	26 Feb 1978	Male
100 441 496 33	CORREIA João	POR	12 Nov 1969	Male
100 442 114 69	CORREIA João	POR	28 May 1958	Male
100 450 370 80	CORREIA João	POR	15 Jun 1980	Male
100 451 448 91	CORREIA João	POR	31 Jul 1961	Male
100 452 980 71	CORREIA João	POR	22 Mar 1962	Male
100 455 605 77	CORREIA João	POR	02 Jan 1986	Male
100 484 200 57	CORREIA João	POR	12 Nov 1969	Male

If a person doesn't exist in the database after having searched, we kindly invite you to contact the relevant National Federation, that will be able to issue the correct licence. A UCI ID will then be created, and the person will be available in the database.

The UCI is well-aware that some functions don't require a licence to be issued. In this case, we kindly invite you to select the list of non-licensed staff. In this one, you cannot search in the database, as these staff members do not have a licence and thus do not have a UCI ID. You will have to create a new contact and fill-in standard information.



2. List of non-licensed staff

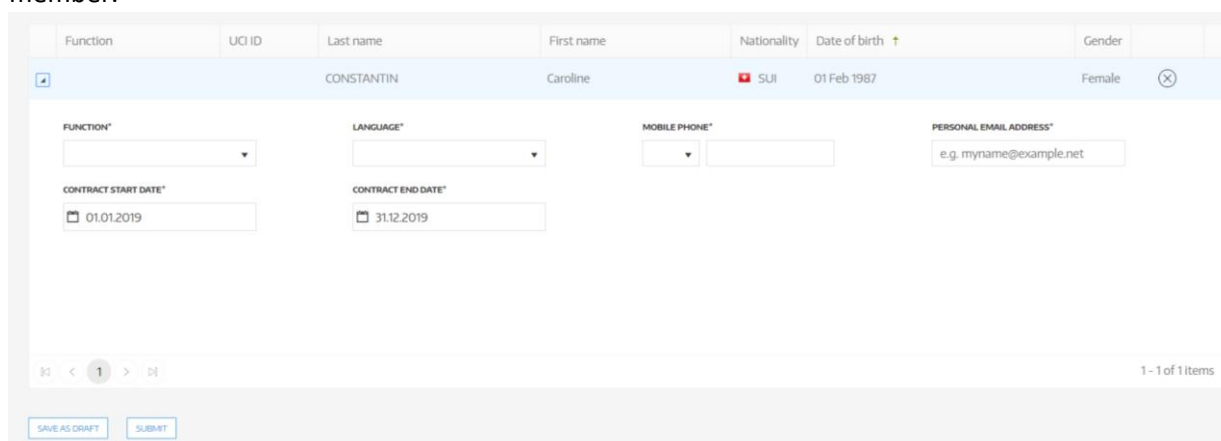
STAFF'S NAME OR UCI ID

ADD STAFF **ADVANCED SEARCH** **CREATE NEW**

LAST NAME* FIRST NAME* NATIONALITY* DATE OF BIRTH* GENDER*

CONSTANTIN Caroline SUI / SWITZERLAND 01.02.1987 Female **ADD TO THE LIST**

Afterwards, you will be able to fill-in the contract and role information, same as for a licensed staff member.



The screenshot shows a form for adding a staff member. At the top, there is a header bar with fields for Function, UCI ID, Last name, First name, Nationality, Date of birth, and Gender. Below this, the form is divided into several sections. The first section contains fields for FUNCTION*, LANGUAGE*, MOBILE PHONE*, and PERSONAL EMAIL ADDRESS*. The second section contains fields for CONTRACT START DATE* and CONTRACT END DATE*. At the bottom, there are buttons for 'SAVE AS DRAFT' and 'SUBMIT'. The form is currently displaying information for a staff member named CONSTANTIN, Caroline, with a nationality of SUI and a date of birth of 01 Feb 1987.

Once the staff members are added to both lists, please make sure to submit both of them before the deadline.

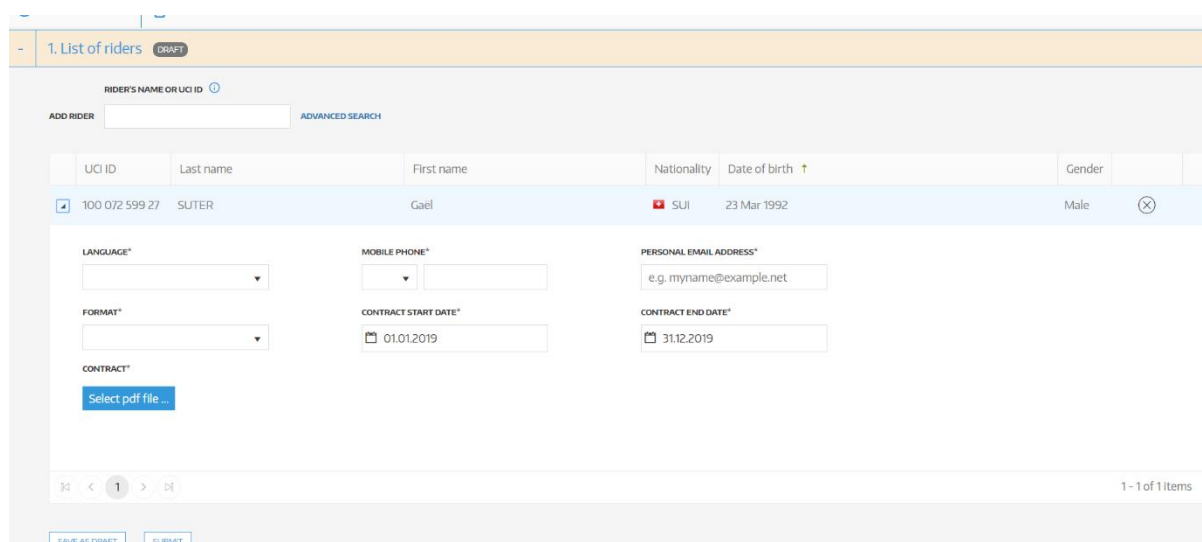
JERSEY DESIGN - 15 JANUARY 2020

A **.pdf** document must be submitted, showing the jersey design.

The maximum file size is 3MB. Should you have different jersey designs for Men and Women, please upload only one document with both jerseys included

LIST OF RIDERS - 15 JANUARY 2020

The list of riders is prefilled-in from the previous season. Riders who will not be contracted for the 2020 season can be removed from the list by clicking on the “X” button at the end of the line, similar to the list of staff feature. For each rider, please open the individual line and fill-in or check the requested information.



The screenshot shows the '1. List of riders' form. At the top, there is a header bar with fields for RIDER'S NAME OR UCI ID, ADD RIDER, and ADVANCED SEARCH. Below this, the form is divided into several sections. The first section contains fields for UCI ID, Last name, First name, Nationality, Date of birth, and Gender. The second section contains fields for LANGUAGE*, MOBILE PHONE*, and PERSONAL EMAIL ADDRESS*. The third section contains fields for FORMAT*, CONTRACT START DATE*, and CONTRACT END DATE*. At the bottom, there is a 'CONTRACT*' section with a 'Select pdf file...' button. The form is currently displaying information for a rider named SUTER, Gael, with a nationality of SUI and a date of birth of 23 Mar 1992.

Please make sure to fill-in all the information related to the riders' contract.

The number of riders per team is regulated as follows:

- | | |
|-------------------------------------|----------------------------------|
| → For a Cross-country team: | min. 3 riders and max. 10 riders |
| → For a Gravity team: | min. 2 riders and max. 10 riders |
| → For a Cross-country/Gravity team: | min. 3 riders and max. 10 riders |

Riders contract (in pdf) must be uploaded in the platform. The maximum file size is 1.5MB.

PAYMENT - 15 JANUARY 2020

All teams must submit their application and pay the standard fee of **EUR 2'500.-** (for further details regarding the fees, please refer to the [UCI MTB Financial Obligations](#)). **Payment should mention the exact name of the team it is related to.**

Bank	UBS Deutschland AG
Address :	Bockenheimer Landstrasse 2-4 D-60306 Frankfurt am Main Deutschland
Account Euros :	309.288.70D
IBAN :	DE27 5022 0085 1020 400012
BIC / Swift:	SMHBDEFFXXX
Beneficiary:	Union Cycliste Internationale 1860 – Aigle / Suisse

IMPORTANT: please give the exact team name on the payment details to your bank

If you have any question or face any difficulty linked to the system, please make sure to contact
support.ucidata@uci.ch

If you have any question or face any difficulty linked to the registration procedure, please make sure to contact
offroad@uci.ch

Union Cycliste Internationale

Sports Department

Ch. de la Mêlée 12

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Thank you for your collaboration. We wish you all the best for the 2020 season registration.