



## USSA RACE RESULT DOCUMENT PACKETS – ALPINE

All results must be submitted electronically to USSA. USSA will not manually input race results. Results exported from the scoring software in XML format should be emailed to [results@ussa.org](mailto:results@ussa.org). The XML file should be attached to your email. No subject. Remember, each codex, Male and Female, are treated separately and require all items below.

### **Race Result Document Packet**

1. Race Transmittal Sheet
2. Report of the Technical Delegate
3. Timing and Data Technical Report
4. Official Results
5. USSA Penalty Calculation (if applicable)
6. Report(s) by the Referee
7. Program/Team Captains Meeting minutes
8. Minutes of the Jury (without protest)

Additional Forms - if applicable

1. Protests and Minutes of Jury Decision (with Protests)
2. American Specialty Insurance Reports for any injured athletes
3. TD Accident Report

### **Preparation of documents to submit electronically.**

1. Scan Documents as PDF in the order above
2. File name must be the USSA codex. X9999
3. Email each file individually as an attachment using the codex as the subject to: [resultpackets@ussa.org](mailto:resultpackets@ussa.org)

### **Paper Copy Submittal (Only if not submitted electronically)**

Mail to: Janet Larson  
USSA Eastern Results  
PO Box 1720, Station A  
Rutland, VT 05701

### **Head Tax Documents**

Complete USSA Head Tax Form **for Scored Races** (available in Master Packet) and mail to USSA Eastern Results with Race Packet to address above.

### **NYSSRA Documents Required for each race**

For NYSSRA you will submit your results electronically via your RA ID on the NYSSRA web site. Upload the XML file using the Upload Race File tab

### **NYSSRA requires the following documents to be mailed along with the head tax check.**

- USSA Technical Delegate Report
- USSA Technical Delegate Expense Report (for ALL events)
- NYSSRA Head Tax report form

Mail to:

NYSSRA  
5 Southside Dr. Suite 11-173  
Clifton Park, NY 12065



New York Ski Racing Association, 5 Southside Dr. Suite 11-173, Clifton Park, NY 12065  
518.302.6052 518.314.0632(fax) [www.nyssra.org](http://www.nyssra.org)