

# HOW TO SUBMIT AMA OFF-ROAD RESULTS

REVISED

New for 2013, all off-road organizers must submit complete results from their meets for use in the AMA Off-Road Rider Advancement System rankings. AMA Off-Road meets include Enduro, Hare Scrambles, Desert Scrambles, European Scrambles, Mud & Snow Scrambles, Grand Prix, Cross Country, Hare and Hound and like type meets.

## RESULTS DEADLINE AND SUBMISSION METHODS

- Results must be transmitted electronically in Excel spreadsheet format.
- Must list riders in Overall finish position. Include PRO/AA, "A", "B" and "C" riders. We will calculate the top 15% for each class. If the class has no skill designation ie: A, B or C, do not include in the overall results.
- \*Within 14 days following the meet (MUST include complete information).
- AMA National meets: must have Top 20 Overall submitted by 10AM EST Monday and complete class results by Tuesday AM following the meet.
  - Email results to: [offroadresults@ama-cycle.org](mailto:offroadresults@ama-cycle.org)

## FORMAT FOR EXCEL SPREADSHEET FILE

Follow the steps below so we may obtain the proper information to avoid follow-up correspondences.

1. Fill in your results data using ALL CAPITALIZATION in all cells (see example)
2. Format your file with the following columns (see example):
  - a. **CLASS NAME:** per the AMA Racing Rulebook and AMA Supplemental Rules
  - b. **OVERALL CLASS:** All riders in a class ie: A, B or C in their Overall Class Finish Position
  - c. **FINISH POSITION:** Overall
  - d. **MEMBERSHIP CARD NUMBER:**
    - i. CURRENT MEMBERS - Use full correct AMA or ATVA membership card number
    - ii. RENEWING MEMBERS - If known, please use their membership card number, otherwise use number found at the top right of their membership booklet receipt
    - iii. NEW MEMBERS - Enter number found at the top right of their membership booklet receipt
    - iv. DO NOT under any circumstances fabricate a membership number for any rider
  - e. **FIRST NAME**
  - f. **LAST NAME**
  - g. **CITY**
  - h. **STATE/PROVINCE**
  - i. **BIKE BRAND**

**Please name your file with: club/organizer name, sanction # and date.  
Example: FTR319266\_3-17-13**

## Example

| CLASS NAME | OVERALL CLASS | FINISH | AMA/ATVA# | FIRST NAME | LAST NAME | CITY        | STATE | BIKE BRAND |
|------------|---------------|--------|-----------|------------|-----------|-------------|-------|------------|
| OPEN A     | OVERALL A     | 1      | 123456    | JAMES      | BROWN     | REDDING     | CA    | KTM        |
| OPEN A     | OVERALL A     | 2      | 234567    | BILL       | JONES     | SAN JOSE    | CA    | HSB        |
| OPEN A     | OVERALL A     | 3      | 345678    | HARVEY     | MUSHMAN   | SACRAMENTO  | CA    | YAM        |
| OPEN A     | OVERALL A     | 4      | 456789    | JAY        | HALL      | SPRINGFIELD | IL    | GAS        |
| OPEN A     | OVERALL A     | 5      | 567891    | RICK       | CLAYPOOLE | WEST        | OR    | SUZ        |
| OPEN A     | OVERALL A     | 6      | 678912    | MIKE       | LAROCCO   | ELKHART     | IL    | KAW        |
| OPEN A     | OVERALL A     | 7      | 789123    | JEREMY     | MCGRATH   | ENCINO      | CA    | HON        |
| 250 A      | OVERALL A     | 8      | 891234    | ROBERT     | SMITH     | LOS ANGELES | CA    | HSQ        |
| 250 A      | OVERALL A     | 9      | 912345    | JAMES      | GOODMAN   | MODESTO     | CA    | BET        |
| 250 A      | OVERALL A     | 10     |           |            |           |             |       |            |
| 250 A      | OVERALL A     | 11     |           |            |           |             |       |            |
| OPEN B     | OVERALL B     | 1      |           |            |           |             |       |            |
| OPEN B     | OVERALL B     | 2      |           |            |           |             |       |            |
| 250 B      | OVERALL B     | 3      |           |            |           |             |       |            |
| 250 B      | OVERALL B     | 4      |           |            |           |             |       |            |
| 250 B      | OVERALL B     | 5      |           |            |           |             |       |            |
| 250 B      | OVERALL B     | 6      |           |            |           |             |       |            |
| 250 B      | OVERALL B     | 7      |           |            |           |             |       |            |
| OPEN C     | OVERALL C     | 1      |           |            |           |             |       |            |
| OPEN C     | OVERALL C     | 2      |           |            |           |             |       |            |
| OPEN C     | OVERALL C     | 3      |           |            |           |             |       |            |
| 250 C      | OVERALL C     |        |           |            |           |             |       |            |
| 250 C      | OVERALL C     |        |           |            |           |             |       |            |

If your organization uses computer software that does not have the ability to create a tab delimited text file and/or an MS Excel spreadsheet, please contact Tamra Jones at (614) 856-1900 ext. 1235 or [tjones@ama-cycle.org](mailto:tjones@ama-cycle.org) to discuss options to use your program for AMA Off-Road results submission.

If you cannot provide the results in Excel format, we may be able to have your results entered for a fee.

Recommended scoring systems: MotoTally, CheckPoint and Race Timer System.