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**Date** xx May 2017

[www.hmrc.gov.uk](http://www.hmrc.gov.uk)

**Our ref**  
**Your ref**

Dear Sirs

## **European Customs Sports Association Cycling Championship – Essex, England**

UK Revenue and Customs Sports and Leisure (RCSL) have pleasure in issuing this invitation to all European Customs Sports Association (ECSA) member countries to participate in the fourth European Customs Sports Association (ECSA) Cycling Championship, to be held in the United Kingdom between Thursday 21<sup>st</sup> September and Saturday 23<sup>rd</sup> September 2017.

### **Arrival**

**The nearest Airport is London Stansted.** Competitors are encouraged to arrive on or before the morning of 21<sup>st</sup> September. Arrival details should be notified to Andrea Scott-Lewis, email: [andrea.scott-lewis@hmrc.gsi.gov.uk](mailto:andrea.scott-lewis@hmrc.gsi.gov.uk) **as soon as possible.** Where possible we will look to provide assistance with travel from and to the above airport on Thursday 21<sup>st</sup> September and Saturday 23<sup>rd</sup> September.

Anyone travelling outside these dates, or from different UK Airports, may need to arrange their own travel to the event. Andrea Scott-Lewis can provide assistance with transfers.

### **Accommodation**

Two night's accommodation for Thursday 21<sup>st</sup> to Saturday 23<sup>rd</sup> September 2017 has been arranged at a Premier Inn budget hotel, on the edge of the town and near beautiful cycling country.

Non-participating guests will also be welcome to come along, subject to space being available, they will be able to accompany the cyclists as spectators and attend the presentation and prize giving.

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Information is available in large print, audio tape and Braille formats.  
Type Talk service prefix number – 18001



Awarded for excellence



Any special accommodation needs should be notified to Andrea as soon as possible and recorded on the accommodation form.

## **Meals**

Breakfast will be provided at the hotel each morning. An evening meal will be arranged each evening. There will be presentations and prize giving after the event on Friday 22<sup>nd</sup> September.

Any special dietary needs should be recorded on the accommodation form.

## **Competition:**

### **Thursday 21<sup>st</sup> September 2017:**

Arrivals and collection from the airport close to the venue. If ECSA participants cannot arrive at this one and have to use another airport in the country then Andrea can help with transfers. An evening cycle ride may be an option.

### **Friday 22<sup>nd</sup> September 2017:**

The ECSA event will run concurrently to the UK RCSL event which consists of Regional Team Road Championships (for teams of 2 or 3 riders with the top 2 scores per team counting).

### **Event format (subject to final confirmation – all distances approximate):**

50 mile competition with a maximum time limit of 6 hours  
75 mile competition  
100 mile championship with a maximum time limit of 8 hours

A non-competitive 30 mile ride will take place at the same time, non-participating guests are welcome to join in.

Presentations and prize giving will follow.

### **Saturday 23<sup>rd</sup> September 2017:**

If required, return to designated airport on Saturday or details of suggested leisure cycling rides in the local area can be made available for those wishing to stay longer (at extra cost).

## **Entry details**

Entries are required on the attached form by close of play 31 July 2017.

Please confirm your preferred arrival and departure points in the UK so help can be given to get participants to the venue and accommodation.

## **Costs**

The total cost of accommodation to each participant will be **€130** for 2 nights, including dinner, bed and breakfast. There will also be a **€20** competition entry fee.

Extra night's accommodation is available on application but may be in a different hotel nearby or within easy travel.

Non-cyclist residential package **€130** per person, dinner bed & breakfast for 2 nights.

## Payment

All payment should be made in € by bank transfer, along with the submission of entry forms. Bank account details are listed below. Please note any bank charges will be the responsibility of the country making the payment.

Bank name: For & Behalf of Revenue & Customs Sports & Leisure  
Account No: 44822055  
Sort Code 20-82-94  
BIS Swift Code: BARC GB22  
IBAN: GB69 BARC 20829444822055

## Entries

Entry and accommodation forms should be completed and returned to the event coordinator, Andrea Scott-Lewis, email: [andrea.scott-lewis@hmrc.gsi.gov.uk](mailto:andrea.scott-lewis@hmrc.gsi.gov.uk) as soon as possible and before the closing date of **Sunday 31 July 2017**. If you have any questions, please do not hesitate to contact Andrea.

**RCSL looks forward to welcoming our ECSA colleagues to the United Kingdom, to an enjoyable event and to old friendships being renewed and new ones made.**

Yours faithfully



**NIGEL GREEN**

Chairman, HM Revenue & Customs Sports & Leisure