



2006 EVENT SANCTION APPLICATION

This application is to be completed by officials of the BMW CCA hosting body that is planning to put on a Club Race. The application has several functions:

1. Providing information which must be reviewed by BMW CCA Club Racing prior to granting specific approval for the Race.

NOTE: Processing of the insurance application for the Race is dependent on this approval.

2. When fully executed, it constitutes a contract for organizational responsibility between the Chapter and BMW CCA Club Racing.

The application must be completed and signed by the Event Chairman and current Chapter President or hosting body representative, and then forwarded to BMW CCA Club Racing. The application is approved when it is signed by the Chairman of BMW CCA Club Racing, and a copy is returned to the Chapter or other hosting body. In order for all parties to have sufficient opportunity to review and discuss the plans for the event, it is recommended that this application be submitted no later than 120 days prior to the Race and **MUST be submitted no later than 60 days prior to the event.**

If a race event is held in conjunction with another racing group (SCCA, NASA, PBOC, VARA, etc), all questions must still be answered in full. "Supplied by xxx" or "handled by xxx" is not an acceptable answer!

Tips for quick approval:

- 1) Always ensure that you are getting an ALS or ALCS ambulance, and note that in the application. Check your contracts to make sure!
- 2) Always include a track map with manned flagging stations indicated, even if another group or the track is providing the flagging.
- 3) Ensure that your Chapter President signs this document. We are now confirming each sanction application with the Chapter President.



2006 EVENT SANCTION APPLICATION

Proposed Date(s) _____ Hosting Body _____

Name of Event _____

EVENT CHAIRMAN

Event Chairman _____ Home Phone _____

Address _____ Work Phone _____

_____ Fax # _____

Email _____

TRACK DATA

Race Track _____

Configuration Name (if required) _____

Contract with Track (Y/N) _____ Date Contract Signed _____

Chapter Person Responsible for Flagging _____

Home Phone _____ Work Phone _____

Email _____

FLAGGING / MAP

Plans for Flagging: Describe in detail (**include track map**) the number of flag stations, how many you propose to use with how many people per station, how the track is normally staffed for an SCCA, Chapter, or Vintage Race (note that if you propose lighter staffing, you must explain in detail why you believe this will be adequate), the experience of the flaggers you plan to have for the Club Race, the complement of flags for each station, and the types of communication, fire and safety systems which will be used. **THIS IS NOT OPTIONAL.**

A track layout with ALL flagging stations that are to be manned is REQUIRED.

► Your application WILL BE REJECTED without this map ◀

PIT AND GRID

Person Responsible _____

Experience _____

Home Phone _____ Work Phone _____

Email _____

How many Pit and Grid people will be used? _____

Indicate the normal location of the false grid for races at this track **on the flagging map.**

ASSISTANTS

Timing and Scoring Assistant #1 _____

Home Phone _____ Work Phone _____

Timing and Scoring Assistant #2 _____

Home Phone _____ Work Phone _____

Registrar _____

Home Phone _____ Work Phone _____

Email _____

Tech assistant #1 _____

Home Phone _____ Work Phone _____

Tech assistant #2 _____

Home Phone _____ Work Phone _____

EMERGENCY SERVICES

BMW CCA Club Racing requires a **MINIMUM** of one **ACLS or ALS** (Advanced Life Support) ambulance at the event at all times, and recommends at least two).

Number and type (ALS, ALCS, BLS) of ambulances manned and ready to respond **AT THE TRACK** _____

Other emergency services planned _____

Number and type of tow trucks available _____

TRACK INFORMATION

What is the length of the track in the configuration you plan on running? _____

How many cars per race group do you plan on using as the maximum? _____

(No more than 25 per track mile rounded up to the closest digit)

Where will the Rookie meeting be held? _____

Will the track or suitable facility be open for Registration/Scrutineering the night before?

What track facilities/equipment are available for tech and impound? (shed, etc) _____

What provisions for scales and ramps have been made? _____

Who will be in charge of the scales and ramps _____

Home Phone _____ Work Phone _____

Email _____

ENDURO INFO

Is an endurance race planned? _____ If so, what length? _____

How many pitstops of what duration will be required? _____

If so, does the track have a functioning hot pit timing loop? _____

If not, what arrangements been made for volunteers to man both the pit entry and pit exit points? _____

DRIVER SCHOOL COMBINED EVENT INFO

Will the race event be held in conjunction with a BMW CCA Driver's School? _____

If so, Event Chairman _____ Home Phone _____

Email _____

Is the Liability Insurance Program for Club Racing understood by the hosting body? _____

When will the insurance application and premium be submitted _____

Who within the hosting body is responsible for insurance? _____

Home Phone _____ Email _____

Any other information the Committee should know about the plans for this race? Please attach any supporting documentation on a separate page at the end of the application.

RACING BODY COMBINED EVENT INFO

Will the race event be held in conjunction with a racing event hosted by another race sanctioning body? _____

If so, Event Chairman _____ Home Phone _____

Email _____

Sanctioning Body Corporate Name: _____

Is the Liability Insurance Program for Club Racing understood by the hosting body? _____

When will the insurance application and premium be submitted, and who within the hosting body is responsible? _____

Any other information the Committee should know about the plans for this race? _____

Does the other racing body recognize and use the 13/13 "vintage" racing rules? _____

Will race groups be shared with non-BMW Club Racing Vehicles (Y/N) _____

If race groups will be shared, with what classes and car types _____

SOCIAL EVENTS

Will there be a social event at the track or other facility? _____
If so, please describe the function, the location and the date and time _____

PROMOTIONS

Plans for Promotion and Sponsorship (*Note: ALL local sponsors must be coordinated and approved by BMW CCA Club Racing*) _____

Complete list of local event sponsors _____

Are any local sponsors direct competitors of national sponsors? _____

TRAVEL INFORMATION

Nearest Airport _____

Race Headquarters Hotel _____

Address _____ Phone _____

Hotel website _____

Will the hosting body make reservations for Club Racing stewards _____

Person responsible for steward accommodations _____

Home Phone _____ Email _____

SANCTION APPLICATION SIGNATURES

Event Chairman: _____ date: _____

Print Name _____ Email _____

BMW Chapter President: _____ date: _____

Print Name _____ Email _____

BMW CCA Club Racing Approval: _____ date: _____

Please submit to:

David McIntyre, Chairman

BMW CCA Club Racing

214 Paterson Rd

Fanwood, NJ 07023-1024

Home 908-322-0392

Office: 646-254-2442

► You may submit scanned copies, but must also mail originals ◀

Email: chairman@bmwccaclubracing.com