

**SUPPLEMENTARY REGULATIONS**  
**2021 Festival of Superkarts State Title & Victorian Superkart Club Series**  
**PHILLIP ISLAND GRAND PRIX CIRCUIT VICTORIA**  
**Saturday 13th & 14th November 2021**



Authority	<p>This event will be conducted under the FIA International Sporting Code including Appendices and the National Competition Rules (NCR) of Motorsport Australia, the Superkart Racing-Standing &amp; Technical Regulations, these Supplementary Regulations and any Further Regulations or instructions which may be issued and will be subject to <b>Motorsport Australia Permit No 321/1411/01</b></p> <p>This Event will be conducted under and in accordance with Motorsport Australia OH&amp;S, Motorsport Australia Safety 1st and Risk Management Policies, which can be found on the Motorsport Australia website at <a href="http://www.motorsport.org.au">www.motorsport.org.au</a>.</p>								
Promoter	<p>The Phillip Island Auto Racing Club Ltd. ACN 004351446, Po Box 6091, Vermont South, 3133 and the Organising Committee consisting of the Event Director, Secretary of the Meeting, Clerk of the Course</p>								
Organising Committee	<p>Clerk of Course – Warren Reid (Lic #8831) Secretary of the Meeting – Theresa Ford (1002751)</p>								
Stewards									
Judge of Fact	<p>Clerk of Course, Chief Time Keeper, Starter</p>								
Event Description	<p>The event will be a <b>Club Superkart</b> Race and is a Round of the Victorian Superkart Club series. To be held at Phillip Island Circuit. The Circuit is 4.45 km in length, hotmix surface and racing will be in an anti-clockwise direction.</p>								
Entries	<p>Entries will <u>open</u> on publication of these regulations and <u>close</u> on the 09/11/2021 Entry is Via VSKC Website or Manual entry form and fees sent to:</p> <p style="text-align: center;"><b>Entry Secretary – Rod Clarke</b> <b>27 Candlebark Close Diamond Creek</b> Entry Fee as detailed in the Entry Form <b>TO BE ELIGIBLE TO COMPETE DRIVERS MUST BE A FINANCAL MEMBER OF THE VICTORIAN SUPERKART CLUB Inc. AND HOLD A Motorsport Australia Circuit Licence with provisional endorsement or Superior.</b></p> <p style="text-align: center;"><b>Organisers reserve the right to refuse any entry in accordance with the NCR's.</b></p>								
Insurance	<p>Certain public, property, professional indemnity and personal accident insurance is provided by Motorsport Australia in relation to the Event. Further details can be found in the Motorsport Australia Insurance Handbook, available at <a href="http://www.motorsport.org.au">www.motorsport.org.au</a>.</p>								
Classes	<p>The following classes will be catered for: - 125cc Max Junior, 125cc Max Light 125cc Max Heavy</p> <table><tr><td>125cc Stock</td><td>125cc</td><td>250cc Nat</td><td>250cc Int</td></tr><tr><td>Honda</td><td>Gearbox</td><td></td><td></td></tr></table>	125cc Stock	125cc	250cc Nat	250cc Int	Honda	Gearbox		
125cc Stock	125cc	250cc Nat	250cc Int						
Honda	Gearbox								
Superkart Races	<p>Classes will be separated into 2 groups, to be announced in further regs or information. There will be one practice and one qualifying per group. Competition will be <b>three heats of six laps &amp; one heat of seven laps</b>, all awarded points. A maximum of 60 superkarts will be allowed on the circuit at any one time. The winner will be the driver with the highest points. In the case of a tie the highest place getter of the tie in the final will be declared the winner. Grids will be 2x2. Grid positions for Heat 1 will be decided on qualifying times. Heats 2, 3 &amp; 4 grids will be determined from the accrued points in the previous heat/s, with the exception of "P" plate drivers who will remain at the rear of the grid. Racing will be as per the 2021 VSKC Club Series rules. Flags or lights will be used for starting. Saturday and Sunday are 95dB(A) days.</p>								
Protests	<p>Any protests must be lodged in accordance with the NCR's of Motorsport Australia.</p>								
Abandonment	<p>Abandonment, cancellation and postponement will be in accordance with the NCR's.</p>								
Prizes	<p>Electronic timing will be used. Trophies will be awarded for 1st/2nd/3rd in each class, provided there are five (5) genuine entries with the exception of sponsored classes.</p>								
Drivers Briefing Notes	<p>Will be emailed to competitors prior to the event</p>								
Racing Starts General	<p>Approx. <b>10.45 a.m.</b> Fuel must be in accordance with Schedule G of the Motorsport Australia Manual.</p>								

**Alcohol, Drugs and Other Substances**

The holder of a Motorsport Australia Licence (or a Licence issued by another ASN) may be tested for the presence of any drug or other banned substance and subject to a penalty for a breach of the Australian National Anti-Doping Policy and/or the Motorsport Australia Illicit Drugs in Sport (Safety Testing) Policy at [www.motorsport.org.au](http://www.motorsport.org.au).

Consumption of alcohol in the paddock, pits or any other Reserved Area is prohibited until all Competition is concluded each day. The holder of a Motorsport Australia Licence (or a Licence issued by another ASN) may be tested for the presence of alcohol by a Motorsport Australia Accredited Testing Official (CATO) in accordance with the Motorsport Australia Alcohol Policy at [www.motorsport.org.au](http://www.motorsport.org.au)

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# 2021 FESTIVAL of SUPERKARTS

## STATE TITLE & VICTORIAN SUPERKART CLUB SERIES

### PHILLIP ISLAND GRAND PRIX

### CIRCUIT VICTORIA



# Entry Form

This entry form must be read in  
Conjunction with the Meeting  
Supplementary Regulations of which  
it forms a part

**Date  
received**

Held under the International Sporting Code of the FIA and the National Competition Rules of Motorsport Australia  
**Permit No 321/1411/01**

Entrants should indicate hereunder the category of events they desire to nominate for.

The organizers reserve the right to enter cars in events deemed appropriate subject to not being in conflict with the National Competition rules.

<b>ENTRIES OPEN ON PUBLICATION OF REGULATIONS</b>	<b>ENTRIES CLOSE 09/11/2021</b>
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Entry Forms and Entry Fees Must be forwarded to:  
**Event secretary 27 Candlebark Close Diamond Creek**  
**Entry Fee for the meeting**  
**\$400.00 (Senior) & \$300.00 (full time student) will be accepted.**  
**Second Entry Discount will be \$200.00**  
**Ditto marks or "As Above" will not be accepted**  
**ALL PAYMENTS MUST BE MADE PAYABLE TO: VICTORIAN SUPERKART CLUB**  
**EFT: BSB: 033179 ACC 155520 PLEASE USE NAME + RACE NO AS REF**  
**Organisers reserve the right to refuse any entry in accordance with the Motorsport Australia NCR & VSKC 2021 club series rules.**

Competitor (Owner of Vehicle):		Licence No.	Level	Expires
Address (For all Correspondence):		Postcode:	Dorian Timer No.	
Telephone (Daytime):	Telephone (Mobile):	Telephone (A/H):		
E-mail:				

Driver:		Licence No.	Level	Expires
Street Address: (Driver)				
Telephone (Daytime):	Telephone (Mobile):	Telephone (A/H):		
E-mail:				

Make of Kart:	Model:	Year:	Capacity: CC.
Colour:	Log Book No:	Dorian No:	Class:

Club:	Club Membership No:	Expiry Date:	Preferred Racing No:
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**Please read and sign the disclaimers on the reverse side. This entry is not valid if these disclaimers are not signed, all details completed, and all due fees paid. PTO →**

### **RISK WARNING, DISCLAIMER AND INDEMNITY**

**Motorsport Activities are inherently dangerous recreational activities and there is significant risk of injury, disability or death. If you do not wish to be exposed to such risks, then you should not participate in the Motorsport Activities.**

I acknowledge that the risks associated with attending or participating in Motorsport Activities include but are **NOT LIMITED** to the risk that I may suffer harm because of:

- motor vehicles (or parts of them) colliding with other motor vehicles or persons or property.
- other participants acting dangerously or with lack of skills.
- high levels of noise exposure.
- acts of violence and other harmful acts (whether intentional or inadvertent) committed by persons attending or participating in the event; and
- the failure or unsuitability of facilities (including grand-stands, fences, and guard rails) to ensure my safety.

### **EXCLUSION OF LIABILITY, RELEASE & INDEMNITY**

In exchange for being able to attend or participate in the Motorsport Activities, **I agree:**

- to **release** Motorsport Australia and the Entities to the extent that any or all of them are providing Recreational Services from all liability for:
  - my **death**.
  - any **physical or mental injury** (including the aggravation, acceleration or recurrence of such an injury);
  - the contraction, aggravation, or acceleration of a **disease**.
  - the coming into existence, the aggravation, acceleration or recurrence of any other **condition, circumstance, occurrence, activity, form of behaviour, course of conduct or state of affairs:**
    - that is or may be harmful or disadvantageous to me or the community; or
    - that may result in harm or disadvantage to me or the community,howsoever arising from my participation in or attendance at the Motorsport Activities.
- to **indemnify and hold harmless and keep indemnified** Motorsport Australia and the Entities to the maximum extent permitted by law in respect of any Claim by any person; and
- to attend at or participate in the Motorsport Activities at my own risk.

I understand that:

- nothing in this document excludes, restricts or modifies any rights that I may have as a result of significant personal injury that is caused by the Reckless Conduct of Motorsport Australia and the Entities as the supplier of the Motorsport Activities and Recreational Services.
- nothing in this document prevents Motorsport Australia and the Entities from relying on any laws (including statute and common law) that limit or preclude their liability.
- nothing in this document excludes any term or guarantee which under statute cannot be excluded, however the liability of Motorsport Australia and the Entities is limited to the minimum liability allowable by law.
- nothing in this document precludes me from making a claim under a Motorsport Australia insurance policy where I am expressly entitled to make a claim under that insurance policy; and
- Motorsport Australia has arranged for limited personal injury insurance coverage which may provide me with some protection for loss, damage, or injury that I may suffer during my participation in the Motorsport Activities. I acknowledge and accept that the insurance taken out by Motorsport Australia may not provide me with full indemnity for loss, damage, or injury that I may suffer during my participation in the Motorsport Activities, and that I may have to pay the excess if a Claim is made under an insurance policy on my behalf. I agree that my own insurance arrangements are ultimately my responsibility and I will arrange any additional coverage at my expense after considering Motorsport Australia's insurance arrangements, this document and my own circumstances.

**Where Motorsport Activities are held in the following jurisdictions, I acknowledge that I have also read and accept the following warnings:**

Under the Australian Government Consumer Law (which is part of the Competition and Consumer Act 2010 (Commonwealth)), several guarantees are implied into contracts for the supply of certain goods and services. You agree that the application of all or any of the provisions of Subdivision B of Division 1 of Part 3-2 of the Australian Consumer Law (i.e. guarantees relating to the supply of services), the exercise of rights conferred by those provisions, and an liability of Motorsport Australia and the Entities for a failure to comply with any such guarantees, are excluded. However, such exclusion is limited to liability for:

- Death, physical or mental injury (including aggravation, acceleration or recurrence of such an injury of the individual);
- Contraction, aggravation or acceleration of a disease of an individual; or
- The coming into existence, the aggravation, acceleration or recurrence of any other condition, circumstance, occurrence, activity, form of behaviour, course of conduct or state of affairs in relation to an individual that is or may be harmful or disadvantageous to the individual or the community or that may result in harm or disadvantage to the individual or the community.

This exclusion does not apply to significant personal injury suffered by the reckless conduct of Motorsport Australia and the Entities.

### **WARNING APPLICABLE IN RELATION TO MOTORSPORT ACTIVITIES HELD IN VICTORIA**

#### **WARNING UNDER THE AUSTRALIAN CONSUMER LAW AND FAIR-TRADING ACT 2012:**

Under the Australian Consumer Law (Victoria), several statutory guarantees apply to the supply of certain goods and services. These guarantees mean that the supplier named on this form is required to ensure that the recreational services it supplies to you:

- are rendered with due care and skill;
- are reasonably fit for any purpose which you either expressly or by implication, make known to the supplier; and
- might reasonably be expected to achieve any result you have made known to the supplier.

Under section 22 of the **Australian Consumer Law and Fair-Trading Act 2012 (Vic)**, the supplier is entitled to ask you to agree that these conditions do not apply to you. If you sign this form, you will be agreeing that your rights to sue the supplier under the **Australian Consumer Law and Fair-Trading Act 2012** if you are killed or injured because the services were not in accordance with these guarantees, are excluded, restricted or modified in the way set out in this form.

NOTE: The change to your rights, as set out in this form, does not apply if your death or injury is due to gross negligence on the supplier's part. "Gross negligence" in relation to an act or omission, means doing the act or omitting to do an act with reckless disregard, with or without consciousness, for the consequences of the act or omission. See regulation 5 of the **Australian Consumer Law and Fair-Trading Regulations 2012** and section 22(3)(b) of the **Australian Consumer Law and Fair-Trading Act 2012**.

## DEFINITIONS

- a. "Claim" means and includes any action, suit, proceeding, claim, demand or cause of action however arising including but not limited to negligence, BUT does NOT include a claim under a Motorsport Australia insurance policy by any person expressly entitled to make a claim under that insurance policy;
- b. "Entities" means event and competition organisers/promoters/managers, land and track owners/managers/administrators/lessees, Motorsport Australia affiliated clubs, state and territory governments and insureds listed in Motorsport Australia's public/product/professional indemnity insurance policies and each of their related bodies corporate (including their related bodies corporate) and each of their organs and agencies, officers/president/directors/executives, employees, servants, agents, partners, providers, members, competitors, drivers, co-drivers, navigators, officials, crew members, pit crew, delegates, licence holders, representatives, commissions, committees, advisers, trustees, councils, panels, shareholders, volunteers, officials, appointees, delegated bodies and sponsors;
- c. "Motorsport Activities" means any motorsport activities or Recreational Services which are permitted or approved which Motorsport Australia regulates or administers or otherwise are under the responsibility / control of Motorsport Australia;
- d. "Motorsport Australia" means the Confederation of Australia Motor Sport Ltd. trading as Motorsport Australia;
- e. "Reckless Conduct" means conduct where the supplier of the recreational services is aware, or should reasonably have been aware, of a significant risk that the conduct could result in personal injury to another person and engages in the conduct despite the risk and without adequate justification;
- f. "Recreational Services" means (unless otherwise defined in this document) services that consist of participation in:
- a sporting activity; or
  - a similar leisure time pursuit or any other activity that:
    - involves a significant degree of physical exertion or physical risk; and
    - is undertaken for the purposes of recreation, enjoyment or leisure.

## COVID 19 DECELRATION

I declare that I:

- have not been diagnosed with COVID-19 as confirmed with a positive test for COVID-19 (not antibody test);
- am not currently experiencing any symptoms of COVID-19;
- have not been in contact with a known COVID-19 positive case in the previous 14 days; and
- have not been overseas or have been in contact with someone who has been overseas in the previous 14 days; and
- have not been in any area or location that has a travel restriction applied due to COVID-19 in the previous 14 days, except where an exemption is applicable as determined by the relevant Government authority.

If after submitting this form I do come into contact with someone with COVID-19 or if I start to exhibit any of the symptoms or signs indicating that I may be infected, I will immediately withdraw from the Event, notify Motorsport Australia in conjunction with the Event Organiser and ensure that my close contacts also do not attend. Should I become ill at or start to exhibit COVID-19 symptoms at the Event I shall withdraw safely and immediately notify the Event Organiser, including identification of those others who I have come into contact with at the Event.

I declare, acknowledge and accept that I will comply with all Government and Motorsport Australia requirements imposed in respect of COVID-19.

I understand that Motorsport Australia guidance on COVID-19 in relation to Events has Regulatory status and is applied in conjunction with the Motorsport Australia National Competition Rules (NCR). Breach of this obligation may lead to disciplinary action being taken. I understand and agree that my personal data is being processed solely for the purposes of running this Event and may be used for the purposes of COVID-19 infection tracing and will be handled by the organisers in accordance with Motorsport Australia policy.

## SCRUTINY DECLARATION - STATEMENT BY COMPETITOR

I/We declare that I/We have completed and attached with this entry form the:  
**NCR 144 - DECLARATION OF RESPONSIBILITY by the COMPETITOR**

SIGNED ..... 

## FUEL DECLARATION - STATEMENT BY COMPETITOR

I/We declare that the fuel to be used by me/us in the above competition is as required by the SuperKart Technical Regulations and the current CAMS Manual of Motor Sport, Schedule "G", Section 6. I/We further declare that the fuel used is:

**FUEL: UNLEADED / SUPER / AVGAS**

**LUBRICANT ADDED: BRAND:.....GRADE:.....**

**% OF LUBRICANT USED (or ratio).....**

In making this declaration, I am/We are, aware that users of illegal fuel will be subject to a suspension period of not less than two (2) years.

SIGNED ..... 

**ALL THE DETAILS REQUESTED ON THIS ENTRY FORM MUST BE FILLED IN, THE REQUIRED SIGNATURES INCLUDED, AND THE CORRECT ENTRY FEE AS SPECIFIED IN THE SUPPLEMENTARY REGULATIONS, FOR THIS ENTRY TO BE CONSIDERED FOR ACCEPTANCE.**

## COMPETITOR'S DECLARATION FORM

**MEETING:** Superkart Festival & Victorian Club Series– 13<sup>th</sup> & 14<sup>th</sup> November 2021

### **NCR 144 - DECLARATION OF RESPONSIBILITY by the COMPETITOR:**

I, \_\_\_\_\_, being the holder of  
(PLEASE PRINT NAME)

**Motorsport Australia Competitor Licence number.** \_\_\_\_\_ hereby declare that the vehicle, subject to

**Motorsport Australia Log Book number** \_\_\_\_\_, and all related equipment and components necessary for competition shall be presented, at all times and in every respect, in compliance with the Motorsport Australia National Competition Rules and Appendices and Schedules thereto, and to the Meeting and vehicle regulations pertaining to the competition for which I have entered.

I further declare that I have caused the vehicle to be maintained according to a maintenance schedule that I have developed, and that it is in all aspects safe and suitable for the purpose of competition.

**I acknowledge that where any aspect of the car or related equipment and components is found:**

- to be in breach of the NCR's and/or the Regulations of the Meeting, or;
- in the opinion of the Chief Scrutineer, to be subject to a serious mechanical defect,
- it will render me in breach of NCR 144, and that I may be subject to penalties under the National Competition Rules.

**My signature below indicates my acceptance of the above declaration.**

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

### **RECENT COMPETITION AND SCRUTINY AUDIT HISTORY**

The Competitor must complete the following table showing the Competition and Scrutiny Audit history of the vehicle described above for the last five Meetings as shown in the vehicle Log Book. If at the time of completion of this declaration the vehicle is entered into another Meeting yet to be held, please indicate in the space provided.

Date	Nature of Meeting	Venue	Scrutiny	Mandatory Scrutiny?
			Yes / No	Yes / No
			Yes / No	
			Yes / No	
			Yes / No	
			Yes / No	
			Meetings entered but not yet held	

### **DECLARATION OF ACCEPTANCE BY DRIVER**

I, \_\_\_\_\_, being the holder of  
(PLEASE PRINT NAME)

**Motorsport Australia Driver's Licence number.** \_\_\_\_\_ hereby declare that:

- I have been fully briefed by the Competitor on all aspects of the operation of the vehicle, including peculiarities relating to its handling and performance during competition; and
- I have satisfied myself that the vehicle is safe and suitable for the purpose of competition; and
- My competition apparel, including helmet and any other safety devices are in compliance with Schedule D.

**My signature below indicates my acceptance of the above declaration.**

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## INSTRUCTIONS FOR COMPLETING THE DECLARATION

**Instructions:** It is recognised that the Competitor and the driver may be the same individual and the Competitors Licence will be common to both. Nevertheless, both Competitors and Drivers sections must be completed separately.

The table of Recent Competition and Scrutiny History will be used by the Chief Scrutineer of the Meeting for which you have entered to assist with the determination as to whether or not your vehicle will be subject to Targeted Scrutiny. To this effect, any scrutiny of your car carried out by the scrutineers at a previous meeting under the existing scrutiny structure or at non race meetings shall not be considered as an Audit for the purposes of this document.

- Show the most recent meeting at the top. Include Non-Race Meetings in this table
- If your vehicle was subject to Targeted Scrutiny at the relevant Meeting, circle Yes, otherwise circle No.
- If a notation was made in the Log book at the most recent meeting that Mandatory Scrutiny was required at the next meeting, you must circle Yes.
- If your car has been subject to a Targeted Scrutiny session away from a Meeting, the date and place of this Out of Session scrutiny should be recorded in the table as shown. A log Book entry must be made by the licensed scrutineer.
- If your vehicle has competed in less than 5 previous Meetings, write the words "New Vehicle" as appropriate.

**Note 1:** Where a vehicle is issued with a log book, it must be presented at each Meeting held under a CAMS Permit for which the vehicle is entered, regardless of whether the nature of Meeting is one for which a Log Book is not required.

**Note 2:** If it has been more than twelve months since the vehicle was last subject to Targeted Scrutiny, the vehicle will not be permitted onto the track until scrutiny has been performed. It may not be possible to check your car at the Meeting before your first session, or even at all. To avoid possible disappointment, you are therefore strongly advised to consider organising Out of Session scrutiny prior to the Meeting.

**Note 3:** These Meetings will be checked against the notations recorded in the Log Book. Making incorrect or misleading statements on the entry form is a breach of NCR 82

Date	Nature of Meeting	Venue	Scrutiny	Mandatory Scrutiny?
13-14 Nov 04	Circuit Race	Phillip Island	Yes <u>No</u>	Yes <u>No</u>
1-2 May 04	Tarmac Rally	Targa Tasmania	Yes <u>No</u>	
7-8 June 03	Out of Session	Competitor's Garage – Moss Vale	<u>Yes</u> / No	
22-23 Mar 03	Circuit Race	Phillip Island	<u>Yes</u> / No	
		New Vehicle	Yes / No	

## MAINTENANCE SCHEDULES

The following table is provided for guidance only. It lists some items that it is reasonable to expect would be included in a regular maintenance schedule. You are also encouraged to carefully check the prescriptions of Schedules A, B and C, as well as any other general requirements referred to therein. There many other aspects peculiar to each particular vehicle that need to be checked, and it is impossible for these to be listed in a generic document such as this. If you are unsure of what should be included, you are encouraged to contact an experienced race car preparer who may be able to assist on a commercial basis.

Critical Safety	Non-Critical Safety		Non Safety
<ul style="list-style-type: none"> <li>➤ Seat(s) and Mountings</li> <li>➤ Chassis Integrity</li> <li>➤ Suspension System</li> <li>➤ Braking System</li> <li>➤ Safety Harness</li> <li>➤ Fire Extinguisher</li> <li>➤ Steering System</li> <li>➤ Safety Cage</li> <li>➤ Wheels and Tyres</li> <li>➤ Aerodynamic Aids</li> <li>➤ Scatter Shield</li> <li>➤ Window Nets</li> </ul>	<ul style="list-style-type: none"> <li>➤ Engine and Transmission</li> <li>➤ Power Unit Mounts</li> <li>➤ Lubrication and Cooling Systems</li> <li>➤ Battery</li> <li>➤ Ignition Switch/Circuit Breaker</li> <li>➤ Interior Cockpit Fittings</li> <li>➤ Reverse Gear</li> <li>➤ Throttle Return</li> <li>➤ Wipers and Demister</li> </ul>	<ul style="list-style-type: none"> <li>➤ Body condition (not affecting Critical Safety items)</li> <li>➤ Rain/Tail Lamp</li> <li>➤ Doors</li> <li>➤ Bulkheads</li> <li>➤ Camera Mounts</li> <li>➤ Rear Vision Mirrors</li> <li>➤ Starter Motor</li> <li>➤ Oil Catch Tank</li> <li>➤ Security of drain plugs</li> <li>➤ Fuel Tank</li> </ul>	<ul style="list-style-type: none"> <li>➤ Competition Numbers</li> <li>➤ Sponsorship Decals</li> <li>➤ Exhaust System</li> <li>➤ Body Appearance</li> </ul>

## WHAT IS REQUIRED AT TARGETED SCRUTINY

If your vehicle is selected for Targeted Scrutiny, you must present the vehicle at the time and place as directed by Officials of the Meeting. This check will take between 10min and 30 min. The Competitor is responsible for providing sufficient equipment and personnel to enable all disassembly that may be required, under the supervision of the scrutineers. As a minimum this will require that the car be lifted from the ground and all 4 wheels be removed. The removal of the airbox and/or air cleaner may also be required in many cases to enable engine inspection.

If there are pressing reasons why you cannot attend at the appointed time, contact the Chief Scrutineer as soon as possible and it may be possible able to arrange an alternative time.