

Appendixes and Forms

Appendix A-1 - Standard Supplementary Regulations:

Organizers are encouraged to use this outline and add the information applicable to their event. These sample Supplemental Regulations are based on FIA recommendations, and we encourage organizers to further research the FIA recommendations for material to be included in the Supplemental Regulations. The example begins below:

Series Logo
NASA Rally Sport Logo
Event Logo
Event Name and Year
"SUPPLEMENTARY REGULATIONS"
Month, Day, Year (of event)
Championship that the event is part of
Location of GRRs
Location of Series Rules
Rally Office Postal Address and other contact information
Document Date for revision tracking purposes
Welcome Message from the Chairman

"ANNOUNCEMENT"

"This rally will be run in compliance with the NASA Rally Sport General Regulations for Rallies and the regulations for the [insert name of appropriate championships]."

- 1 Event Description
 - 1.1 Place and date of the event
 - 1.2 Titles for which the rally counts
 - 1.3 Sanction Number
 - 1.4 Location of Rally Headquarters Hotel
 - 1.5 Location of start and finish
 - 1.6 Location of Parc Expose
 - 1.7 Location of service areas
 - 1.8 Location of media room
 - 1.9 Road surface
 - 1.10 Event details
- 2 Organization
 - 2.1 Organizer's name
 - 2.2 Address and contact details
 - 2.3 Organization Committee
 - 2.4 Stewards of the Meeting
 - 2.5 Senior Officials
- 3 Entries
 - 3.1 Opening and closing dates
 - 3.2 Entry procedure
 - 3.3 Number of entrants accepted
 - 3.4 Eligible Classes
 - 3.5 Entry fees
 - 3.6 Payment
 - 3.7 Refunds
 - 3.8 Accepted Memberships
 - 3.9 Accepted Licenses
 - 3.10 Note for Foreigners Applying for a NASA Rally Sport Competition License
- 4 Insurance
 - 4.1 Description of Liability Insurance Coverage
 - 4.2 Description of Accident Medical Coverage
 - 4.3 Period of Insurance Coverage
- 5 Advertising
 - 5.1 Restrictions

- 5.2 Organizer Supplied Advertising
 - 6 Identification numbers
 - 7 Tires
 - 8 Fuel
 - 9 Testing
 - 10 Reconnaissance
 - 11 Administrative Check
 - 11.1 Location
 - 11.2 Times
 - 11.3 Documents to be presented
 - 12 Scrutineering, Sealing, and Marking
 - 12.1 Location
 - 12.2 Times
 - 12.3 Log Books
 - 13 Shakedown
 - 13.1 Participation
 - 13.2 Location
 - 13.3 Times
 - 13.4 Participants
 - 13.5 Cost
 - 13.6 Spectating at the Shakedown
 - 14 Start of the Rally
 - 14.1 Publication times of starting order
 - 14.2 Official Time
 - 14.3 Ceremonial start
 - 14.4 Official start location
 - 14.5 Official start time
 - 14.6 Start area / Start Parc Exposé
 - 15 Running of the Rally
 - 15.1 Time card change during the rally
 - 15.2 Starting system of special stages
 - 15.3 Early check-in
 - 15.4 Identification of officials
 - 15.5 Time control and check-in procedure
 - 15.6 Notification of traffic violations
 - 15.7 Retirement
 - 15.8 Re-starting
 - 15.9 Stage Note Disclaimer
 - 16 Service Area
 - 16.1 Locations
 - 16.2 Access times for service vehicles
 - 17 Prizes
 - 18 Final Checks
 - 19 Results
 - 19.1 Publication of provisional final results
 - 20 Protests
 - 20.1 Protest fees
 - 21 Novice Competitor Orientation
 - 21.1 Location
 - 21.2 Time
 - 21.3 Participation
 - 21.4 Exemptions
- It is recommended that the organizer include these optional appendices:
- 22 Appendices
 - 22.1 Appendix 1 - DNF / Accident Procedures
 - 22.2 Appendix 2 - Radios
 - 22.3 Appendix 3 - Spectator Information
 - 22.4 Appendix 4 - Exemptions
 - 22.5 Appendix 5 - Tow Fund
 - 22.6 Appendix 6 - Stage Schedule
 - 22.7 Appendix 7 - Example Time Cards

Appendix A-2 - Standard Road Book



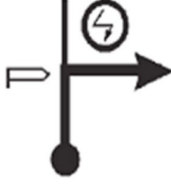







All road books shall comply with the layout shown in the sample pages following, and with the following requirements.

1. Road books must read from top to bottom.
2. Road books shall be bound by means of a plastic or metal spiral allowing an opening of 360°, and if possible so that competitors can insert additional pages. The binding shall be strong enough to resist rough handling.
3. Information to be Included
 - a. At the front of the road book:
 1. Accident procedure.
 2. Emergency telephone numbers. These emergency numbers shall be repeated in bold type on the inside back cover or below the Red Cross.
 3. An explanation of the signs and abbreviations used.
 - b. At the back of the road book:
 1. "Incident Report" sheets (see Schedule A (7)).
 2. "Inquiry" sheets (see Schedule R (8)).
 3. A competitor "Notification of Withdrawal from Rally" form (see Schedule A (9)).
 4. A red cross on the inside back cover (see Schedule A (11)).
 5. A green "OK" on the outside back cover (see Schedule A (12)).
 6. For Tarmac Rallies and Targa events a Red and Yellow striped "Oil Warning" sign is to be printed on the page immediately preceding the inside back cover of all 8.5"x 11" size Road Books. Where a Road Book is a 5.5"x 8.5" size, a fold out or additional sign must be provided (see Schedule A (13)).
4. A reference for calibrating the distance on the trip meter must be given.
5. The following must appear at the top or bottom of each page:
 - a. The number of the transit section (a road section being between two time controls),
 - b. The time allowed,
 - c. The distance and the passage controls where used.
6. Each page will be numbered, the numbering being progressive in the same volume.
7. Each piece of information will be numbered and separated from the next by a horizontal stroke. (The number will revert to 0 at each time control).
8. Closely related information (distance under 650 feet or 0.125 miles) will not be separated.
9. Any direction, which cannot be defined on the route, will be given in brackets.
10. For each time control, control at the start or finish of a special stage, and passage control, the standardized signs are to be reproduced, and the locations of these controls are to be indicated precisely.
11. The reproduced signs must have their position indicated on the drawing of the route (Tulip diagram).
12. The main signs showing the changes of direction and existing on the route must be printed in boxes, and in the case of a change of direction, all the signs on the route must have the arrow pointing in the true direction.
13. The locations of the various controls must be indicated exactly.
14. Each road section will begin on a fresh page.
15. Special stages should be made to stand out from the rest of the text (with, for example, a frame or the use of a different color). Note: Competitor preference is for the Special stages to be printed on white paper (easier to see the effects of a highlighter on and better to read at night) and Transit Stages to be on colored paper.
16. On each drawing, i.e. tulip diagram, the starting point of the drawing will be situated at the bottom and the thickness of the lines will be proportional to the widths of the roads represented.
17. The signs which are reproduced and which do not correspond to the route to be followed but which act as reference points should be crossed out.
18. The locations requiring particular attention must be indicated by 1, 2 or 3 exclamation marks.
19. Each page must have sufficient space for competitors to insert their own comments.
20. The maximum authorized number of drawings per page is 5.
21. The information must be legible (taking into account the fact that it must be read at night in a moving car).
22. In the road book the safety points must be indicated by the approved signage.


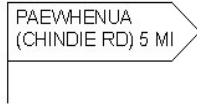

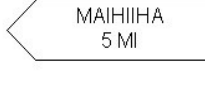

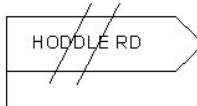


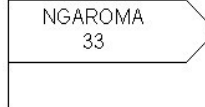


Recommendations

1. Give the average speed of the transit sections.
2. Indicate surface changes (from tarmac to dirt, from dirt to tarmac) by means of a double stroke of the central vertical line.
3. For the special stages, give the fastest time set during the previous rally.
4. Put in easily discernible reference points (e.g. town entry signs and speed restriction signs).


















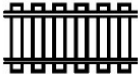










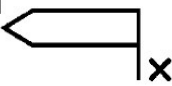
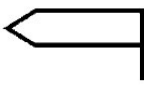










Appendix A-2A - Example of Road Book Page – Special Stage

TC 10 HODDLE VALLEY		SECTION DISTANCE:	LEG: 1	SECTION: 3	PAGE: 107
TC 11 TAUPAKI		39.94 Miles	STAGE TIME ALLOWED:		0:36
SPECIAL STAGE 10.00 6.10 Miles		SECTION AVERAGE:	TRANSIT TIME ALLOWED:		1:08
HODDLE VALLEY		36.85 mph	STAGE RECORD:		0:06:10
DISTANCE		DIRECTION	INFORMATION	DIST. TOT.	
TOTAL	PARTIAL				
0.00	0.00	 <div style="display: flex; justify-content: space-between; width: 100%;"> 1 6.10 </div>	 SS 10 BY LARGE DOUBLE POWER POLE ON LEFT	39.94	
2.85	2.85	 <div style="display: flex; justify-content: space-between; width: 100%;"> 2 3.25 </div>	 	37.09	
4.65	1.80	 <div style="display: flex; justify-content: space-between; width: 100%;"> 3 1.45 </div>	WOODEN BRIDGE	35.29	
6.10	1.45	 <div style="display: flex; justify-content: space-between; width: 100%;"> 4 0.00 </div>	 SS 10 FIRST GATE OF "CHINDIE"	33.84	
6.33	0.23	 <div style="display: flex; justify-content: space-between; width: 100%;"> 5 </div>	 SS 10 BY RED POST ON LEFT	33.61	

Appendix A-2B - Example of Road Book Page – Transit Stage

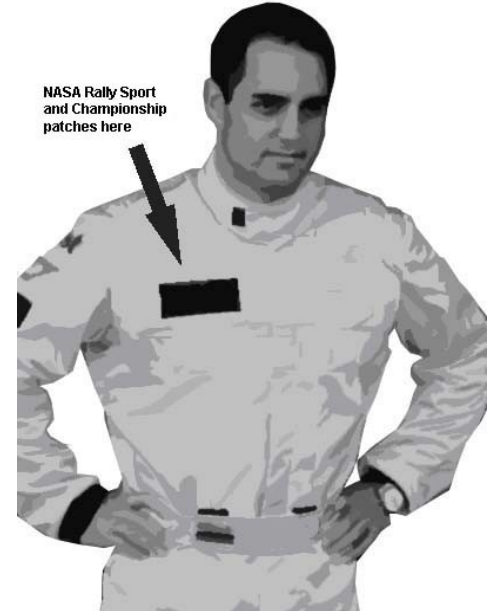
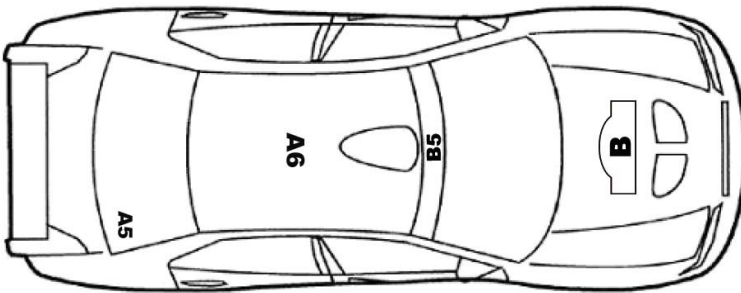
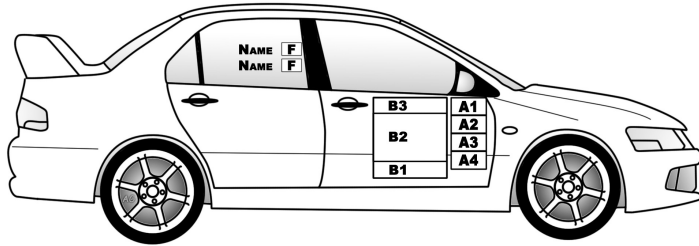
TC 10 HODDLE VALLEY		DISTANCE:	LEG: 1	SECTION: 3	PAGE: 108
TC 11 TAUPAKI		39.94 Miles	STAGE TIME ALLOWED:		0:36
SPECIAL STAGE 10.00 6.10 Miles		AVERAGE:	TRANSIT TIME ALLOWED:		1:08
HODDLE VALLEY		36.85 mph	STAGE RECORD:		0:06:10
DISTANCE		DIRECTION	INFORMATION		DIST. TOT.
TOTAL	PARTIAL				
6.44	0.11		RALLY TRAFFIC MERGING FROM AHEAD 		33.49
7.75	1.31				32.18
9.34	1.59				30.59
11.30	1.96		 		28.63
12.65	1.35				27.28

Appendix A-3 - Road Book Symbols

Time Control 	Passage Control 	End of Control Zone 
Start of Special Stage 	Flying Finish of Special Stage 	Stop after Special Stage 
Doctors and Radio Safety Point 		Radio Safety 
No Entry 	Stop 	Yield Sign 
Speed Restrictions    		
Railway Lines 		Highway Number 
Gateway 	Open Space 	Interstate Number 
Bridge 	Ford/ Water Crossing 	Cattle/ Sheep Crossing 
Power Pole 	House, Shed or Building 	Caution 
Multi Signed Post 	Sign to Follow 	Sign Not to Follow 
Reset ODO 	Refueling Zones  Begin Refueling Zone	 End Refueling Zone
Traffic Lights 	Water Crossing 	Railway Crossing 
Bridge 	Cattle Crossing 	Open Space 

Appendix A-4 - Diagram of Advertising and Location of Patches

This appendix merely defines the locations and names of where stickers, vinyl, and advertisements may be required. For the requirements of your series, check the regulations for the series in which you are competing.



Location	Size inches	Comments	
F	2"	National or State flag – Optional for Competitor	
D	2"	Driver's name	
CD	2"	Co-Driver's name	
A1	4" x 16"	For Event organizer's use Championship promoter NASA Rally Sport Decal	These four (4) spaces stack on top of each other between the door banner & rear of the front wheel arch
A2	4" x 16"		
A3	4" x 16"		
A4	4" x 16"		
A5	12" x 20"	Competition numbers. Optional by Promoter for FIA Events	
B	9" x 18"	Rally plates mounted on hood & trunk (hatch) with good visibility. Optional by Promoter for FIA Events.	
B1	4" x 20"	Championship promoter	
B2	12" x 20"	Competition numbers	
B3	4" x 20"	For Event decal	
B4	3" x 4"	Championship class designation	
5	Full screen width by 4" high	Reserved for championship sponsor	

Appendix A-5 - Directional, Caution and No Entry Signs Examples

Directional Signs

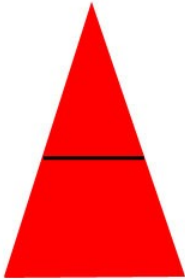
Minimum Size: 9 inch base, 24 inches long

Facing side: Red

Reverse Side: Sky blue, white, or black

For events including a RallyMoto™ program where the motorcycles may compete at night, the directional signs should be reflective.

FIA Style



Alternate Style

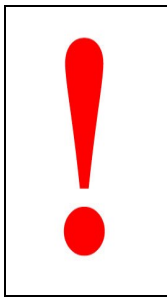
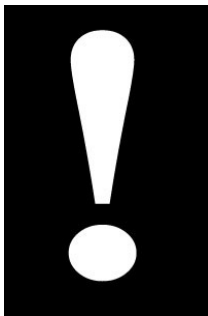


Caution Signs

Minimum Size: 17 inches wide by 17 inches high

Color prior to hazard: white reflective sign on black background

Color at hazard: red reflective sign on white background



No Entry Signs

Minimum Size: 17 inches wide by 17 inches high

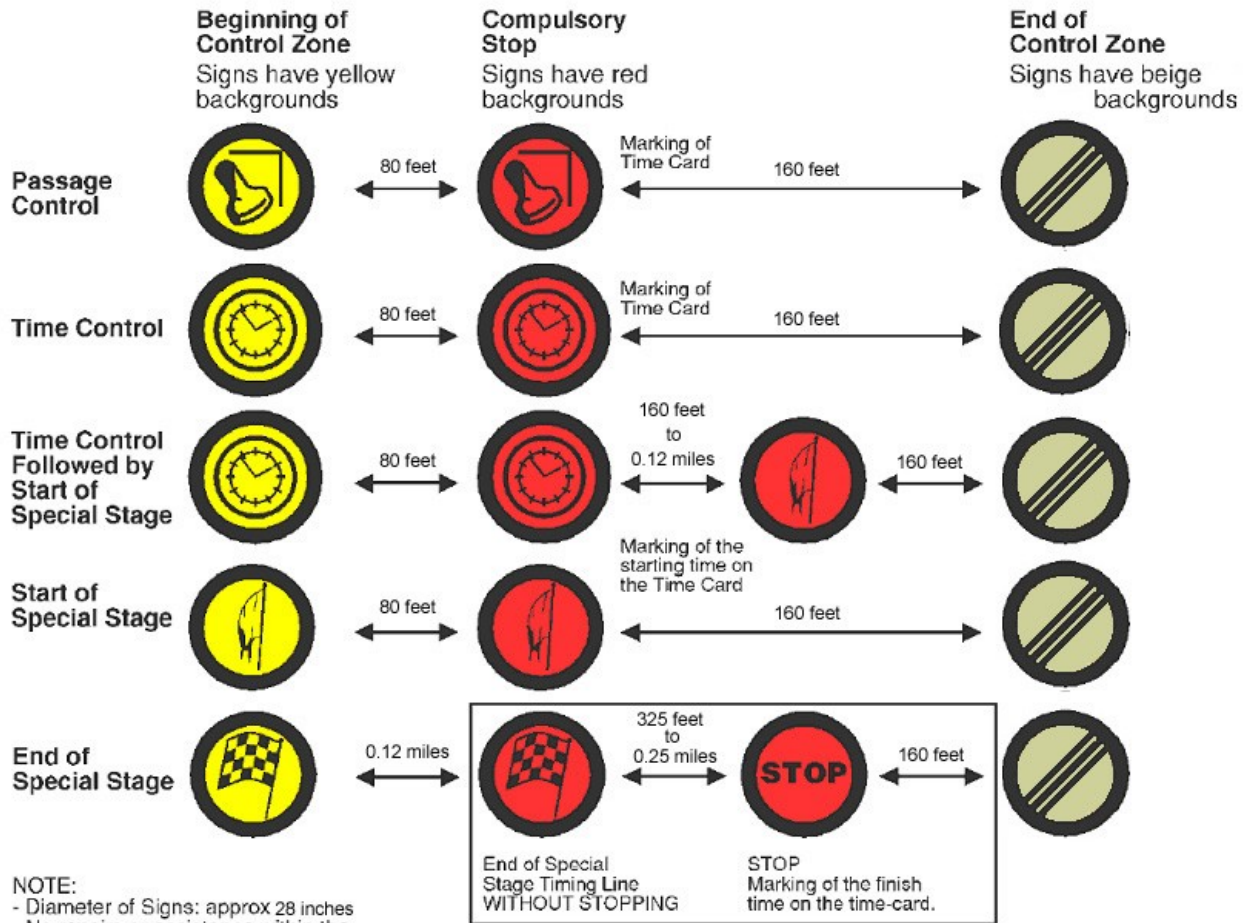
Color of face: Black arrow and red bar on white background

On reverse: Red letters on a white background



Appendix A-6 - Rally Control Signs

Rally control signs



NOTE:
 - Diameter of Signs: approx 28 inches
 - No repairs or assistance within the control zone

Appendix A-7 - Incident Sheet

Incident Sheet

Competitor & Service Crew:		Car Number:	
<p>This form must be handed to an Official of the rally for transmission to the Clerk of the Course as soon as possible. Competitors and Service Crews please note that they should receive a signature and time from the Officer to whom they hand the incident sheet.</p>			
DATE TIME am/pm AREA			
VEHICLE REG. No		VEHICLE REG. No	
Name & Initials of Drivers of above vehicles:			
Name		Name	
Address		Address	
.....			
Name & Address of any Independent Witnesses			
Name		Name	
Address		Address	
.....			
Description of Incident			
.....			
.....			
Was there any personal injury? YES / NO		Was there any Property Damage? YES / NO	
If Yes, please briefly describe			
.....			
.....			
Signed			
Cellphone No		Work Ph. No Supporting Rally Entry No	
Address			
Rally Official			
Received by		Designation	
TIME am/pm		DATE	
OFFICIAL ACCEPTING THIS COMPETITOR & SERVICE CREW INCIDENT SHEET TO COMPLETE AND HAND BACK TO COMPETITOR AS A RECEIPT OF NOTIFICATION.			
Rally Official			
I acknowledge receipt of the Competitor & Service Crew Incident Sheet of the following competitor, which notification I will convey to Rally Headquarters immediately.			
Car No		Driver	
DATE		TIME am/pm	
Name of Official		Designation of Official	

Appendix A-8 - Inquiry Sheet

Inquiry Sheet

Competitor	Car Number
This form must be handed to an Official of the rally for transmission to the Clerk of the Course as soon as possible. Competitors and Service Crews please note that they should receive a signature and time from the Officer to whom they hand the inquiry sheet.	
The following inquiry is related to:	
SPECIAL STAGE or TRANSIT	
STAGE NAME AND NUMBER	
DETAILS OF INQUIRY (Please be brief and concise and write legibly)	
Name Signature Date	
Please supply a phone number where you may be contacted during the event	
Cellphone Number Other Contact Number	
Rally Officials	
The above inquiry has been received by:	
Signature Designation Timeam/pm	
The following action has been taken:	
This action has been confirmed by:	
Signature Designation Timeam/pm	

Appendix A-9 - Notification of Withdrawal

Notification of Withdrawal from Rally:

- This form must be completed to notify the Organizers of the Rally that a competitor has withdrawn from the event.
 - Failure to notify withdrawal will incur the penalty prescribed in the GRR's.
- COMPETITOR TO COMPLETE AND HAND TO AN OFFICIAL OF THE RALLY IMMEDIATELY.

NOTE: IF YOU HAVE A CELLPHONE ON YOU, PLEASE CONTACT RALLY HEADQUARTERS DIRECT AND ADVISE OF YOUR WITHDRAWAL AND LOCATION OF OUR WHEREABOUTS.

Name of driver	Car Number
----------------	------------

DATE TIME am/pm
 Cellphone No.

IN SPECIAL STAGE NO.	LOCATION: INSTRUCTION NO.	ON TRANSIT BETWEEN	IN SERVICE PARK	ELSEWHERE
----------------------	------------------------------	-----------------------	--------------------	-----------

Reason for withdrawal (important for publicity purposes):

Statement: I, being the driver of the above car in the above event, hereby notify the Organizers that at the above time and date I have withdrawn from this rally.

Signed

Rally Official

Received by: Designation
 Time Contact number



OFFICIAL ACCEPTING THIS WITHDRAWAL FORM TO COMPLETE AND HAND BACK TO COMPETITOR AS A RECEIPT OF NOTIFICATION.

Official Receipt of Withdrawal

I acknowledge receipt of the Withdrawal Notice of the following competitor, which notification I will convey to Rally Headquarters immediately.

Car No Driver
 Date Time.....am/pm Location
 Designation of Official Signed

Appendix A-10A – Time Card – Regional Style (5.5” x 8.5”)





	Sequence #	Car Number				
TC 0	to	TC 1				
11.2 miles	transit length	TRANSIT				
40 MPH	minimum average transit speed needed					
Actual Arrival At TC 1		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; font-size: 10pt;">Hour</td> <td style="width: 50%; text-align: center; font-size: 10pt;">Minute</td> </tr> <tr> <td style="background-color: #cccccc; text-align: center; font-size: 24pt;"> </td> <td style="background-color: #cccccc; text-align: center; font-size: 24pt;"> </td> </tr> </table>	Hour	Minute		
Hour	Minute					
Due Time (For competitor use)		↑				
Transit Target Time		↑				
Actual Departure From TC 0		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; font-size: 10pt;">Hour</td> <td style="width: 50%; text-align: center; font-size: 10pt;">Minute</td> </tr> <tr> <td style="background-color: #cccccc; text-align: center; font-size: 24pt;">0</td> <td style="background-color: #cccccc; text-align: center; font-size: 24pt;">17</td> </tr> </table>	Hour	Minute	0	17
Hour	Minute					
0	17					
		↑ plus				
<p>Competitors: Please write your car number in the space provided on all time card pages.</p> <p>Competitors: You may write in the due time box on any page.</p>						

Sequence # Car Number

SS 1 to TC 2


14.27 miles stage length
7.45 miles transit length
38 MPH minimum average transit speed needed


Campbell Lake

	Hour of Day	Minutes	Actual Arrival At TC 2	
	<input type="text"/>	<input type="text"/>		
	↑			
	<input type="text"/>	<input type="text"/>	Due Time (For competitor use)	
	↑			
	Stage Target Time	Transit Target Time		
	<input type="text" value="29"/> minutes	<input type="text" value="12"/> minutes		
	plus	plus		
	Hour of Day	Minutes	Seconds	tenths
Finish	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Hour of Day	Minutes	Start	
	<input type="text"/>	<input type="text"/>		
	Score	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Provisional Start time	
	Hour of Day	Minutes	Actual Arrival At TC 1 for SS 1	
	<input type="text"/>	<input type="text"/>		

Competitors: If your stage score is faster than the Stage Target Time, use:
 Due Time = Actual Start + Stage Target + Transit Target
 If your stage score is slower than the Stage Target Time, use:
 Due Time = Finish Time (ignoring seconds) + Transit Target

Appendix A-10B – Time Card – WRC style (4.25" x 11")






TC 0 - TC 1
5.68 Miles at 28.40 mph

ARRIVAL TIME at TC 1

Hr	Min




TRANSIT TARGET TIME

0	12
---	----

ACTUAL START

--	--


TC 0




TIME TAKEN (Results Use)

--	--

CAR NUMBER






SS1 - TC 2
8.59 Miles at 23.43 mph

ARRIVAL TIME at TC 2

Hr	Min



DUE TIME (Competitors use)

--	--

TRANSIT TARGET TIME

0	5
---	---

If stage score is less than stage allowance, take actual start time plus stage allowance plus transit target time

STAGE ALLOWANCE

0	17
---	----

If stage score is greater than stage allowance, take finish time in hours and previous minutes plus transit target time


STAGE SCORE

Hr	Min	Sec

SS1 Greatest Stage I 8.07 Miles	<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">CAR NUMBER</td> </tr> <tr> <td style="height: 30px;"></td> </tr> </table>	CAR NUMBER	
CAR NUMBER			


FINISH TIME

Hr	Min	Sec	1/10




ACTUAL START

--	--



STAGE SCORE

--	--	--	--




Provisional Start Time

--	--

Arrival Time at TC 1

--	--



TRACKING NUMBER

Appendix A-11 - Emergency Sign

The emergency sign is a red cross. For ease of competitor access, It is shown on the following pages full-frame and suitable for printing. Display this sign to the next driver if medical or fire assistance is required.

Appendix A-12 - OK Sign

For ease of competitor access, the OK sign is shown on the following pages frame-frame and suitable for printing.

Appendix A-13 - Oil Warning Sign

A red and yellow striped "Oil Warning" is to be printed on the page immediately preceding the inside back cover of all A4 size Road Books. Where a Road Book is of a smaller size, a fold out or additional sign must be provided.

For ease of competitor access, the Oil Warning sign is shown on the following pages frame-frame and suitable for printing.





