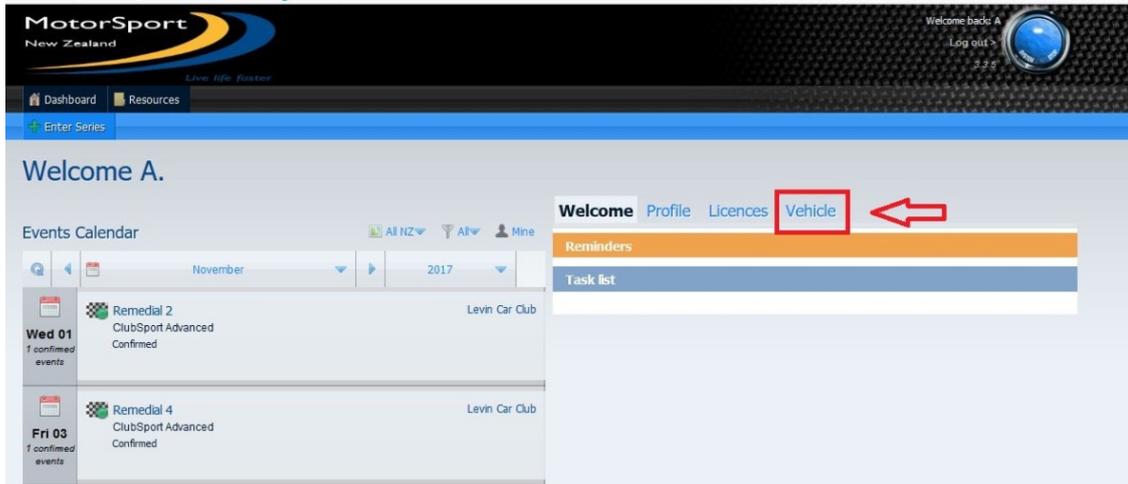


Applying for a New or Extending a Safety Cage Homologation

1. **Log In**
Log into your MotorSport Online record
2. **Select vehicle tab**

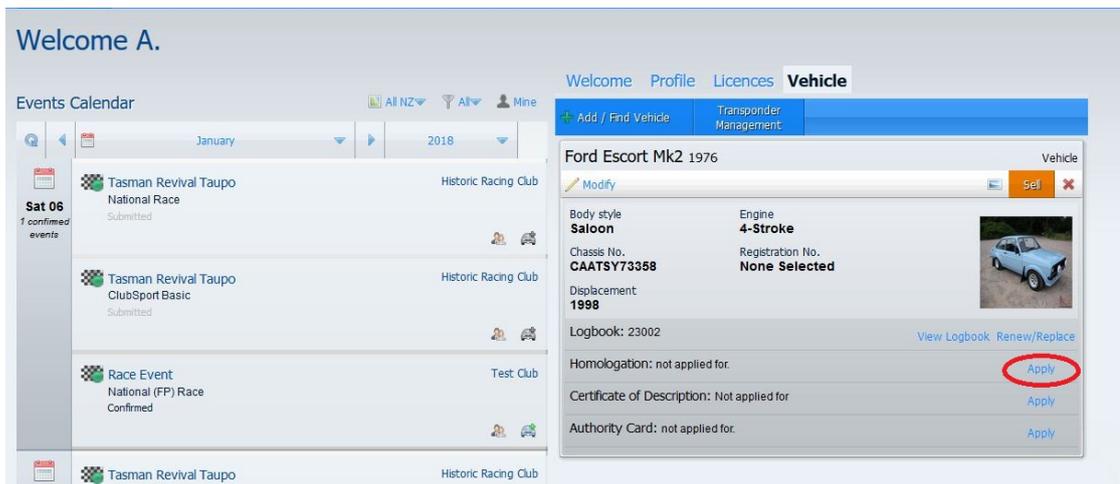


3. **The Vehicle Tab screen** shows all the vehicles associated with the user. Each vehicle is displayed as an individual 'box'.

The **Homologation** line displays the MotorSport NZ safety cage homologation number for the vehicle.

To apply for a new safety cage homologation click on "apply".

To apply for a repair to, or an extension of, or a replacement safety cage homologation click on "Repair / Extend / Replace".



4. New Applications:

- a. Select “apply”

The screenshot shows a web form titled "Who is constructing/modifying the Safety Cage?". The form asks "Who is the safety cage constructor?" and provides three options:

- Me (A Competitor)
- A Recognised Manufacturer:
Choose manufacturer [dropdown menu]
- Someone else:
The selected person will be contacted and sent the cage building application.
[text input field] [magnifying glass icon] [Add person button]

At the bottom of the form are "Cancel" and "Next" buttons.

- b. Select the constructor of the safety cage by putting a dot in the round button against the appropriate line and selecting the relevant person from the drop down menu provided. If the “Someone else” line is selected type the surname into the search box and press the search button (magnifying glass icon). If the constructor is not registered in the Online system then select the “Add Person” button and complete the ‘Add New Person’ screen.
- c. Click the “**Next**” button. **Important:** If the named constructor is a person other than the logged in person, the application will close and be forwarded to the named person for completion and the logged in user returned to the vehicle tab screen.

5. Safety Cage Homologation Screens

The person named as a constructor of a safety cage will have an additional “**Cages**” tab available from their dashboard. Selecting the “Cages” tab will open a screen showing all safety cage applications currently associated with that person.

Note: the “Cages” tab will only show if there is an application in process.

The screenshot shows a user dashboard with a "Welcome A." header. The navigation menu includes "Welcome", "Profile", "Licences", "Vehicle", and "Cages". The "Cages" tab is active, displaying a table of safety cage applications:

Vehicle Owner	Vehicle Description	Homologation #
A Competitor	1976 Ford Escort Mk2	

On the left, an "Events Calendar" shows a calendar for January 2018 with one confirmed event: "Tasman Revival Taupo National Race" on Saturday, 6th January, submitted by Historic Racing Club.

- a. Select the appropriate application by double-clicking on the required vehicle. This will open the Safety Cage Homologation Screen.

Vehicle Details	
Owner Name	A Competitor
Make	Ford
Model	Escort Mk2
Variant	
Year	1976
Vehicle Chassis No.	CAATSY73358
Registration No.	
Logbook No.	23002
Homologation No.	

Application Type

New cage

Safety Cage / Rollbar Drawing Open

Material Specification Open

Material Bend Measurements Open

Welding Details Open

Attachment to Bodyshell/Chassis Open

Save Proceed to Payment

Important Note: Pressing the save button will save the information without submitting the application. To exit the application, press save and then the red “X” in the top right corner. To return to the saved application, click on ‘Cages’ in the vehicle tab screen and select the appropriate vehicle.

- b. Open the “**Safety Cage / Rollbar Drawing**” section by clicking on the white “Open” box.
Select either Standard layout or custom layout.
The Standard layout will display a number of the more common designs (those marked as “a” are a mirror image of the cage of the same number).
The Custom layout will require the applicant to upload a drawing of the safety cage. Click on the “browse” button, navigate to the required drawing and select ok to upload.
Hint: pressing the “close” button after completing each section makes navigating the screen much easier
- c. Open the “**Material Specification**” section by clicking on the white “Open” box. Complete material specification section by choosing the material from the drop down menu provided and entering the relevant dimensions in the fields adjacent. For custom layouts detail each member by adding and/or removing in the ‘Other Members’ section.
- d. Open the “**Material Bend Measurements**” section by clicking on the white “Open” box. Complete the Material Bends Measurements section by inputting the main and lateral measurements in the relevant fields.
Note: the calculation will be automatically calculated.
- e. Open the “**Welding Details**” section by clicking on the white “Open” box.

Select the applicable welding method by putting a tick in the adjacent box. The welding declaration must be ticked to confirm all joints have been welded through 360°.

- f. Open the “**Attachment to Bodyshell / Chassis**” section by clicking on the white “Open” box.
Select the reinforcement plate material from the drop down menu provided and then enter the thickness and area of the reinforcement plates.
Note: If ‘other’ is selected the material must be entered in the field immediately below
If footing box(es) are incorporated select yes and complete the details by selecting the material from the drop down menu provided and then enter the thickness and area of the footing box. **Note:** If ‘other’ is selected the material must be entered in the field immediately below.
If footing plate(s) are incorporated select yes and complete the details by selecting the material from the drop down menu provided and then enter the thickness and area of the footing box. **Note:** If ‘other’ is selected the material must be entered in the field immediately below. The bolt size, bolt grade and locking method must be entered for each footing plate.
- g. Open the “**Position of Members in Windscreen/Door Apertures**” section by clicking on the white “Open” box.
Complete the Position of Members in Windscreen/Door apertures section by inputting the relevant measurements in the field adjacent.
- h. Open the “**Attach Photos**” section by clicking on the white “Open” box.
For each photo Click on the “browse” button, navigate to the required drawing and select ok to upload. **Note:** Once uploaded successfully the picture will appear in the square.
- i. Complete the **Declarations section** as appropriate. **Note:** the “I Agree” box must be ticked before proceeding to payment.
Tick the priority payment box if priority processing is required.

5. Payment Screen

Select the method of payment from the payment method drop down menu. Select continue to finish the application.

Note that if cash, cheque or internet banking selected the invoice containing all the payment details will be emailed to the email address shown in your personal record.

MotorSport
New Zealand

Payment
List of outstanding charges

Invoice Summary

Licence Fees	
Admin Fees	
Fines	
Event Fees	
Technical Fees	
Logbook: Ford Escort Mk1	\$30.00
Amount Payable (All Fees include GST)	\$30.00

Select Payment Method

Select Payment Method: Direct credit via internet banking

Please use the following details to make your payment:

Payee	MotorSport New Zealand Inc
Bank Account Number	12-3192-0017344-00
Reference	140455

An invoice will be sent to you by email, including the payment advice above.
Please note that your application will not be processed until full payment has been received.

Cancel Continue

6. Application complete

Once the continue button has been pressed you will be returned to your vehicle screen and the homologation line will have "application in process" showing against it.

Welcome Profile Licences **Vehicle** Cages

+ Add / Find Vehicle Transponder Management

Ford Escort Mk2 1976 Vehicle

[Modify](#) [Sell](#) [×](#)

Body style Saloon	Engine 4-Stroke	
Chassis No. CAATSY73358	Registration No. None Selected	
Displacement 1998		

Logbook: 23002 [View Logbook](#) [Renew/Replace](#)

Homologation: application in process.

Certificate of Description: Not applied for [Apply](#)

Authority Card: not applied for. [Apply](#)