

STANDARD TEMPLATE FOR ALL STANDING ARTICLES FOR ACCREDITED RACE SERIES

Important Notice

The following text is provided as the basis for member clubs to prepare their Accredited Race Series articles. The text covers both compulsory and optional Articles for all Race Series. For Championship classes, please refer to MSNZ office for template.

The intent of this template is to provide the author of the category Articles with a standard form from which to start from. Obviously, all categories will have some individual requirements for their Articles and this template is in no way a definitive text. Individual categories should embellish as necessary.

Each Section (eg: **3. ELIGIBILITY:**) is to be retained in these regulations. *Sections in italics may be omitted if not required*

For all sections:

1. All compulsory provisions are in normal (font) typeface.
2. All details particular to each series are in blue.
3. Items separated by a / indicate and/or choices (select either one or all choices)
4. All suggested optional provisions and explanatory notes are in italics.

[Series logo]



ACCREDITED ARTICLES GOVERNING THE 20XX-XX [Category] Accredited Race Series

Preamble

The [Organising Club] hereby declares the following articles to be those governing a [Motor Racing Series] for Competitors of [category] cars.

(Explanatory Note: The Organising Club must be a Member Club of MotorSport NZ)

The Series is held under a MotorSport New Zealand Sanctioning Permit No:

The Series is organised and held in accordance with the current MotorSport NZ National Sporting Code, the Standing Regulations and any Supplementary Regulations applicable to and issued by the Organising / Inviting Club of each Round of the Series.

These articles are at all times to be read in conjunction with:

- The National Sporting Code (NSC) and its appropriate Appendices and Schedules,
- The Technical Regulations - Schedule [class Technical Schedule]
- The Event Supplementary Regulations issued by the inviting Clubs.

1. INTERPRETATION:

*(Explanatory Note: Interpretations other than those listed are only required for meanings **not** covered by the NSC or appendices and are specific to the class covered by these Articles)*

In these Articles, the definition of terms used within this Schedule shall be referenced from the National Sporting Code, and as detailed below:

“The Series” means the [official name of Series as it appears in Sanctioning Permit] Accredited Series for cars complying with Schedule [applicable Technical Schedule]; and

“The Club” means the [Series Organising Club], and

“Round Organiser” or **“Inviting Club”** means the MotorSport NZ member Club organising a Meeting and/or Event which is a round of the Series; and

“National Sporting Code” or **“NSC”** means the National Sporting Code issued by MotorSport NZ from time to time; and

“Round” means each Meeting and / or Event the results of which qualify for points in the Series.

(Explanatory Note: The Rounds of any Accredited Series may comprise Races, Rallies or ClubSport Events and any combination thereof)

2. OBJECTS:

To promote and foster [category] by presenting Competitors with a well-promoted series creating worthwhile individual sponsorship opportunities with an enjoyable and relaxed competition in the spirit of [category] competition.

All persons connected with the administration of this Series and with the operation of vehicles competing in the Series are expected to abide by the spirit and intent of these Articles.

3. ELIGIBILITY:

3.1 All Drivers shall hold a [INT C Grade / C Grade] Competition Licence or higher and if the Entrant is other than the Driver, an Entrant's Licence is required in the name of the Entrant.

(Explanatory Note: The Licence grade may be further constrained by the use of sub-category of licence. Eg; C2 Grade licence required).

3.2 Eligibility shall be for vehicles complying with the specifications set out in [Schedule [class technical Schedule] to these Articles / Appendix Two, Schedule A / Appendix Six, Schedule AA of the National Sporting Code].

(Explanatory Notes:

1. *Only one of the choices is to shown as to eligibility compliance. Eg: the specifications set out in Schedule XX.*
2. *The MotorSport NZ Technical Manager after consideration of the vehicle regulations proposed by the register/club will allocate a Schedule code. Such considerations will be to ensure the regulations are fair, enforceable and respect the provisions of Schedule A Safety where appropriate).*

3.3 All Competitors shall agree to submit their vehicle for eligibility / safety scrutineering inspections as and when required by the appointed Series Scrutineer, and/or a MotorSport NZ licensed Technical Officer. Any costs incurred during disassembly of components shall be met and accepted by the Competitor.

3.4 All Drivers shall be current members of the [Series Organising Club] or any MotorSport NZ affiliated Club.

Note: Drivers who are not current members of The Club shall not be eligible for Series points.

3.5 *Official Series Seals may be applied by the Series Scrutineer, and / or a MotorSport NZ licensed Technical Officer, to components and/ or assemblies of components in compliance with Appendix Two, Schedule A, Article 3.7. All seals shall be clearly detailed in the vehicles MotorSport NZ logbook.*

3.6 **Classes:** There are [number of classes] distinct classes as follows:

- Class [description]: being vehicles [description of individual class]
- Class [description]: being vehicles [description of individual class]

(Explanatory Note: This article is only required if there is more than one class within the Series).

4. SERIES PERSONNEL:

4.1 At each Round of the Series the following personnel or their approved assistant/s shall have the responsibilities and authorities as set out:

4.1.1 [Series Name]

Series Coordinator: [Name]
Phone Home: [Number]
Mobile Phone No: [Number]
Email: [Address]

Who shall have the duties and authority of a Series Coordinator as set out in the National Sporting Code and who is responsible for and authorised on the Club's behalf to:

- (a) Deal with all administrative matters pertaining to the Series, and
- (b) Record and publish all Series points schedules, and
- (c) Liaise with Inviting Club/s on all matters pertaining to these Articles, and
- (d) Act in the capacity of a Competitor Relations Officer (as detailed in NSC, Article 88) for the Series Competitors, and
- (e) To advise the Clerk of the Course in addressing any applicable penalties as detailed in the NSC; and
- (f) *Ensure correct placement of decals on vehicles contesting the Series, and*
- (g) *Provide the Inviting Club/s with grid starting positions where these differ from those detailed in Appendix Four Schedule Z, Article 6.1.*

Who may have deputies and assistants to whom they may delegate any of their responsibilities and authorities by way of notice posted on the official notice board at each Round.

4.1.2 [Series Name]

Series Scrutineer: [Name]
Phone Home: [Number]
Mobile Phone No: [Number]
Email: [Address]

Who shall have the authority of a Series Scrutineer set out in the National Sporting Code and who is responsible for and authorised on The Club's behalf to:

- (a) Deal with all technical matters pertaining to the Series; and
- (b) Affix official seals (*and/or markings to tyres*), as and when deemed appropriate; and
- (c) Inspect any competing vehicle within the Series in order to ascertain compliance with the technical regulations; and
- (d) Assist competitors with technical inquiries relative to the technical regulations applicable to their vehicle; and
- (e) Undertake the duties of a Technical Judge (NSC 86(d)) with respect to weights and measures; and
- (f) Liaise with event Officials and Series Coordinator on any scrutineering or technical conformity issue for the category; and

- (g) To report, to the (*Series Coordinator / Clerk of the Course*), any instances where a breach of the technical regulations has been proven.

Who may have deputies and assistants to whom they may delegate any of their responsibilities and authorities by way of notice posted on the official notice board at each Round.

(Explanatory Note: The following Series Personnel are not required for the grant of a Sanctioning Permit but may, at the Club's discretion, be appointed).

4.1.3 **[Series Name]**

Series Producer: [Name]
Phone Home: [Number]
Mobile Phone No: [Number]
Email: [address]

who is responsible for and authorised on the Club's behalf to film, produce and arrange the broadcast of the television coverage of each Round. In entering the Series each driver and entrant agrees to comply with all reasonable requests of the Series Producer as to carrying in-car cameras, conducting interviews and wearing Series sponsors' apparel when being interviewed;

4.1.4 **[Series Name]**

Series Publicity Officer: [Name]
Phone Home: [Number]
Mobile Phone No: [Number]
Email: [address]

who is responsible for and authorised on the Club's behalf to manage all publicity of the Series and to act as host of the Series sponsors' guests at each Round. In entering the Series each driver and entrant agrees to comply with all reasonable requests of the Series Publicity Officer as to meeting all guests and wearing Series sponsors' apparel while doing so; all of whom may have deputies and assistants to whom they may delegate any of their responsibilities and authorities by way of notice posted on the official notice board at each Round.

- 4.2** All correspondence shall be addressed to the (*selected Club designate / Series Coordinator*) who is authorised by the Club to carry out all the necessary administrative duties for the Series. Correspondence is to be addressed to the [Club Address]

5 SERIES STRUCTURE:

- 5.1** The Series shall comprise of the following Rounds:

Round	Date	Venue	Inviting Club
1			
2			
3			
4			

The Organiser reserves the right to either cancel or amend any Rounds of the Series due to force majeure without affecting in any way its power to award any title.

(Explanatory Note: If some Rounds are uncertain they must be inserted as "if not cancelled by (date), to be regarded as confirmed." Any subsequent cancellation of the Round after that date shall be an amendment to the Series Articles requiring the consents, approvals and re-publications set out in Art. 18(4) of the National Sporting Code. The Rounds of any Accredited Series may comprise Races, Rallies or ClubSport Events and any combination thereof).

5.2 The competitors shall compete within respective [class description] classes even if starting off the same grid.

(Explanatory Note: This article only required if article 3.6 is included)

6. ROUND FORMAT:

6.1 Practice (Testing): Sessions will be available to all Drivers prior to any Round subject to availability and track hire charges set by the Inviting Club.

6.2 Qualifying: There will be [number] qualifying session of a minimum of [amount] minutes duration.

6.3 Race format: There are planned to be [number] races at each Round.

6.4 Races: scheduled run to the following format:

Round Venue	Race One	Race Two	Race Three
[Circuit]	[No.] Laps	[No.] Laps	[No.] Laps

6.5 Race Starting Procedures: All starts will be either:

- (1) A *standing / rolling* start in accordance with the provisions of Appendix 4, Schedule Z, or
- (2) A handicap start as described in Article 6.6 below.

6.6 Races: shall be run to the following race structure:

- (1) **Race One:** Starting positions will be a (*standing / rolling / handicap*) start determined by [*describe method of determination*]
- (2) **Race Two:** Starting positions will be a (*standing / rolling / handicap*) start determined by [*describe method of determination*]
- (3) **Race Three:** Starting positions will be a (*standing / rolling / handicap*) start determined by [*describe method of determination*]

6.7 At all Rounds, the Series Coordinator in conjunction with the Clerk of the Course and/or the Stewards of the Meeting, reserves the right to shorten and / or cancel any practice / qualifying sessions and / or Races in the case of Force Majeure.

7 TICKET ALLOCATION:

(Explanatory Note: if agreed with each Round Organiser, the Series Articles may provide for venue tickets to be provided to each entrant, or one ticket for all Rounds, if all Round Organisers agree).

8 TIMEKEEPING:

(Explanatory Note: If so agreed with each Round Organiser, the Series Articles may require entrants to use the Club's transponders or other equipment as official timing for a Race or ClubSport Series. It is permitted to require entrants to care for and return the transponders or equipment.)

8.1 *The Round Organiser, the Inviting Club, the host circuit or the Series Coordinator shall provide timing equipment that will be deemed to be the official timing equipment for the meeting.*

8.2 *All competitors shall ensure that timing equipment is looked after with all due care and attention whilst in their possession and that all equipment is returned as and when requested.*

8.3 *Return of working transponders is entirely the responsibility of the competitor who will incur a charge for lost or damaged equipment*

9 PENALTIES, PROTESTS AND APPEALS:

9.1 Penalties shall be applied in accordance with the prescribed articles of NSC Part VIII - Penalties.

9.2 Any protest or appeal should be lodged in accordance with the NSC and the Competitor shall advise the Series Coordinator and the Competitor Relations Officer (where appointed for the Meeting).

9.3 Competitors/ Entrants have the right to lodge a Protest/s in accordance with NSC Part IX – Protests.

9.4 Competitors/ Entrants have the right to lodge an Appeal in accordance with NSC Part XI – Appeals.

9.5 *The [Series Coordinator / designated Organising Club Official], in conjunction with the Clerk of the Course, may impose Series points deduction penalties as listed below. These penalties shall be in addition to penalties imposed by the Clerk of the Course and / or Stewards.*

- *Series points may be deducted up to a maximum of [number] points per Race depending on the infringement as determined by the Clerk of the Course and/or Stewards.*

(Explanatory Note: The Series Organiser may wish to replace the bullet point with a list of the appropriate offences and penalties)

10 SERIES ENTRY:

10.1 Entry into the Series shall be made on the Series Entry Form as provided with these Articles and submitted to the (*selected Club designate / Series Coordinator*) for acceptance. By entering the Series all Competitors agree to comply with these Articles and those of the National Sporting Code.

10.2 Entry to each Round of the Series (which is separate to the Series Entry) shall be made to the (*Event Organiser of the Round / Series Coordinator*), on their official entry form and by their specified closing dates.

(Explanatory Note: entry to each Round may be either direct to each Round organiser or to the Series Coordinator).

10.3 The Club will allocate competition numbers. All numbers on competing vehicles must be of the minimum dimensions set out in Appendix Two Schedule A.

10.4 The Series entry form is attached as appendix [number]

(Explanatory Note: the design of the Series entry form is free, however it is recommended that it follow the basic format as the MSNZ entry form template as available on the website. Also the Series entry form is not to be used as a substitute for an entry form to each Round. It should be made clear on the Series entry form that entry to the Series does not constitute entry to any Round of the Series).

11 CONDITION OF ENTRY:

- 11.1** The Competitor, by entering the Series, is deemed to be in acceptance of these Series Articles as they are presented, and shall be at all times responsible for the presentation of their competing vehicle with respect to safety requirements under Schedule A, and eligibility requirements under [\[class technical regulations\]](#).
- 11.2** The Competitor, by entering the Series, is deemed to be in acceptance of, and will at all times comply with, any specific requirements of the official Series Sponsor, as detailed within these articles.
- 11.3** The Series Organiser reserves the right to accept or decline entries into the series as per NSC 21.

12 POINTS:

- 12.1** Points will be recorded and published by the Series Coordinator and will be allocated to Drivers in the vehicle the Driver qualified in and based on their overall finishing positions in each Race, at each Round of the Series.
- 12.1.1** Points will only be allocated to current members of The Club. Drivers who are not current members of The Club are not eligible for points in the Series.
- 12.2** Points will be allocated to drivers on each Series [\[Race, Event, or Round\]](#) on the following basis:

<i>Example</i>			
<i>Result</i>	<i>Points</i>	<i>Result</i>	<i>Points</i>
<i>1st</i>		<i>7th</i>	
<i>2nd</i>		<i>8th</i>	
<i>3rd</i>		<i>9th</i>	
<i>4th</i>		<i>10th</i>	
<i>5th</i>		<i>11th and</i>	
<i>6th</i>		<i>Lower</i>	

- 12.3** *Class / Bonus points [delete as appropriate] will be awarded in accordance with the official results as follows:*

<i>RESULT</i>	<i>POINTS</i>
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- 12.4** *Points will be awarded to each entrant on the result of the entrant's competing vehicle in each Round as follows:*

<i>RESULT</i>	<i>POINTS</i>
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- 12.5** *Detail any other points scoring systems or methods – eg: bonus point rounds etc.*

13 AWARDS:

- 13.1 The [Series driver's title] will be the Driver with the highest overall point score over all Rounds of the Series.
- 13.2 The presentation of Series Awards shall be made at the conclusion of the Series, at a time and place and in a manner as specified by the Club.
- 13.3 *The following awards will be made according to the results of the Series as follows:
[list appropriate awards]*
- 13.4 *The [Series entrant's title] will be the entrant with the highest overall point score over all Rounds of the Series.
(Explanatory Note: awards may be a matter of confidentiality between the Club and entrants, if the Club so requires).*

14 PARC FERMÉ:

- 14.1 Upon directive from the Series Scrutineer or their appointed assistant, Competitors may be required to drive their competing vehicle directly (and without any team personnel / crew intervention) from the track to the designated Parc Fermé, the location of which will be notified on the official notice board of the Meeting.
- Note:** Drivers should ensure that they and all their team personnel are familiar with the Parc Fermé regulations and limitations as detailed in the National Sporting Code Article 60.
- 14.2 The Series Scrutineer may authorise the entry of team personnel for the purposes of vehicle eligibility inspections.
- 14.3 Unless the Series Scrutineer consents in each particular case, any car unable to proceed to Parc Fermé under its own power must nevertheless be delivered there as soon as practicable.
- 14.4 *Where applicable in-car cameras may be removed by the Series Producer during Parc fermé after consultation with the Series Scrutineer.*

15 OFFICIAL SEALS:

(Explanatory Note: This article is only required if there is the requirement for the application of official seals (as per art 3.5 above) which has been described in the series technical regulations).

- 15.1 *From time to time components shall have MotorSport NZ official seals affixed at the discretion of the Series Scrutineer.*
- 15.2 *Competitors shall have holes drilled as prescribed in the relevant Technical Regulations for the purpose of affixing seals. A penalty will be imposed on competitors who do not have holes correctly drilled.*
- 15.3 *Seals may only be removed where authorised by the Series Scrutineer in accordance with the provisions of Appendix Two, Schedule A of the current New Zealand MotorSport Manual.*

15.4 *Where vehicle components are sealed and the Driver or Entrant requires them to be removed for maintenance purposes, the Driver or Entrant shall give a minimum of three(3) days notice of this requirement to the Series Scrutineer in writing. Where removal is required during a Series Round, verbal request can be made directly to the Series Scrutineer.*

16 TYRE TYPE, ALLOCATION and MARKING PROCEDURES:

(Explanatory Note: This article is only required if the Series has controlled tyres as set out in the tech regulations)

16.1 *Only the control tyres as specified in [series technical regulations] are permitted for any Round of the Series.*

16.2 *The only tyres permitted for use for that Round are those that have been marked for that Round. The tyres will be marked for use on a specified car.*

16.3 *For each Series Round [describe quantity and allocations of controlled tyres]*

16.4 *In the event of a [control] tyre being damaged, the Competitor may apply to the Series Scrutineer or Series Co-ordinator to have another tyre marked.*

16.5 *The onus shall remain entirely with the Competitor to advise the Series Scrutineer or Series Co-ordinator whenever a tyre marking becomes illegible. They will decide the appropriate course of action.*

16.6 *[describe tyre procedure that will occur when the announcement as detailed in Appendix 4, Schedule Z, Article 10.10 of the current New Zealand MotorSport Manual is made by the Clerk of the Course(declare wet)].*

17 DECALS:

17.1 *All vehicles shall carry competition numbers in the locations and standards set out in Appendix 2, Schedule A of the current New Zealand MotorSport Manual.*

17.2 *All Competitors shall ensure that their competing vehicle and apparel have specified spaces reserved for the Series Register and the Series Sponsor at all Rounds of the Series as designated by the committee prior to the series commencement. It is permitted to trim the decals provided that all graphics, etc remain as supplied (cutting graphics for fitment to adjacent panels is acceptable).*

17.3 *Competition numbers are to be issued by the Series Coordinator, while the Competitor shall provide the physical competition number sets and comply with the requirements of Appendix 2, Schedule A.*

17.3.1 *One set of decals will be supplied free, replacements thereafter at current cost.*

17.4 *The Driver's name shall appear on both rear side windows (the colour, size and font to be in compliance with Appendix 2, Schedule A).*

17.5 *All drivers shall wear:*

(1) *Embroidered patches on race suits (to be supplied by the sponsor). The position of the patches will be advised at the time of issue, and*

(2) *Series sponsors caps (to be supplied by the sponsor) at prize giving ceremonies.*

18. TELEVISION COVERAGE AND IN-CAR CAMERAS:

- 18.1** Competitors may apply to the Series Coordinator for permission to install an in-car camera for use during the Series.
- 18.2** All in-car camera installations shall be subject to inspection and approval by the Series Scrutineer and/ or Chief Scrutineer of the Meeting.
- 18.3** Competitors allocated in-car cameras agree to comply with all reasonable requests made by the Series Producer as to mounting and testing and will treat their cameras with all reasonable care.
- 18.4** *Subject to force majeure and programming re-scheduling beyond the reasonable control of the Club, the following Rounds will be filmed and broadcast as follows:*
[list appropriate]
- 18.5** *Any disagreement between the Competitor and the Series Producer as to wearing the Series sponsors' apparel during a television interview shall be determined by the Series Coordinator whose decision shall be final.*
- 18.6** *Entrants may in the space provided in the Series Entry Form, apply for in-car cameras when entering the Series. Cameras will be allocated to competing vehicles in order of entries received.*
- 18.7** *If time permits, cameras may be re-allocated at each Round by the Series Producer at his or her discretion.*

19 PRESS, PUBLICITY and SPONSOR DAYS:

(Explanatory Note: if agreed with each venue operator, the Series Articles may provide for press, publicity and sponsor days. The Series Articles may provide for Series points to be awarded for appearance at these days and may oblige entrants and drivers to cooperate with reasonable requests by the Series Producer and Series Publicity Officer, as well as requests to take Series sponsors' guests as passengers in competing vehicles).