

TEAM HANDBOOK



August 5, 2018
Stockholm Karting Center
13185 U.S. 12
Cokato, MN 55321

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Includes Pertinent Information for Mini Grand Prix Team Members Including:

- ✓ *Rules and Regulations*
- ✓ *General Race Info*
- ✓ *Schedule of Events*
- ✓ *Prix-Race Rally*
- ✓ *Point System*
- ✓ *Trophies*
- ✓ *Glossary*

The Arthritis Foundation is the leading health organization addressing the needs of 52 million Americans living with arthritis, the nation's leading cause of disability. The mission of the Foundation is to improve lives through leadership in the prevention, control and cure of arthritis and related diseases.

FOR MORE INFORMATION VISIT
<http://arthritis.org/minnesota>

GENERAL RULES

1. FINAL PAYMENT **MUST BE RECEIVED** BEFORE TEAMS ARE ALLOWED TO PARTICIPATE IN THE MINI GRAND PRIX.
2. DRIVERS ARE **REQUIRED** TO ATTEND A DRIVING INSTRUCTION COURSE BEFORE BEING ALLOWED TO COMPETE. DRIVERS MUST BE A MINIMUM OF 18 YEARS OF AGE.
2. All teams consist of a maximum of ten (10) team members (special exceptions may be granted), including a minimum of four (4) drivers. Pit areas will be restricted to authorized team members only.
3. Only team members, race officials and other related volunteers are allowed within the course perimeter. All participants must sign insurance waivers and receive appropriate event credentials before being admitted to restricted areas. In addition, each team member must read and sign the Arthritis Foundation MINI GRAND PRIX Participant's Agreement. No one under the age of 18 years is permitted into restricted areas.
4. All decisions are made with safety being the prime consideration. Any decisions relative to the race made by the Chief Steward and Race Officials are final.
5. Team sponsors are responsible for the conduct of their team members.
6. The consumption of any chemical substance (alcohol or drugs) by any participant prior to or during any competition (on track/in car) is expressly prohibited. Participants in violation will be excluded from the event.
7. All fuel and oil is to be dispensed by designated officials and only in the refueling area. NO SMOKING is permitted in areas where combustible fuels are used. NO SMOKING signs must be visibly placed in required areas.
8. For the safety of everyone, drivers MUST WEAR FULL FACE HELMETS WITH FACE SHIELDS OR GOGGLES. Drivers are not permitted to compete without proper safety items. Each driver must wear minimum attire as follows:
 - Full coverage shoes - no sandals or opened-toed shoes
 - Loose clothing, long hair or articles worn by an operator must be controlled or covered to prevent the possibility of the item becoming caught in rotating parts of the vehicles.
9. All participants in the pit lane are required to be attired in with full coverage shoes.
10. Precautions are to be taken to ensure the safety of spectators and participants which include securing spectators behind safety lines, limiting pit area access to authorized personnel only and NO SMOKING in areas where combustible fuels are used.
11. Scoring transponders will be the responsibility of each team to see that they are transferred to each Race Kart they are racing

RACE KART REGULATIONS

1. All race karts will be supplied by Stockholm Karting Center (SKC). No modifications or working on the race karts by the race teams will be permitted. Any and all work that becomes necessary will be performed by SKC personnel.
2. All race karts will be assigned by random draw. Each team will most likely have a different race kart for each race they run. The SKC race karts have adjustable pedals and seats. Changes to those areas should be made by SKC personnel before each race begins by request from each team.
3. When switching from one race kart to another the scoring transponder that is assigned to each team must be switched from the old to the new kart. This is the responsibility of each team.
4. In the event a race kart has mechanical or other problems while on the race course, a substitute race kart will be made available to those teams as needed. The switch will be made in the pit area with a new driver.

RULES OF THE ROAD

1. Drivers must be made aware that unsafe driving or other unsportsmanlike contact is not permitted. In some races, intentional body contact is assessed a thirty second 'stop and go' penalty. Flagrant violations, as determined by the track official's discretion, will result in disqualification.
2. Pit lane officials are assigned to issue instructions and ensure safety rules and appropriate behavior is observed in the pits.
3. If a car is involved in an incident the driver is required to report to the paramedical services for a medical check.
4. Each team should designate one team member to be responsible for signaling the driver to appropriate pit location. Backing up in the pit lane is not permitted. If the pit is missed, drivers are to re-enter the course and take another lap before re-entering pit lane at correct location.
5. Counter-race travel and intentional blocking are strictly prohibited.
6. Safety precautions require that if a driver must stop his/her vehicle on the course during a heat, he/she must place the car in such a manner as to cause no hazard or obstruction to other competitors. Team members are not allowed on the track proper without the express permission of the presiding track official.
7. Only team members may assist drivers and then only during pit stops in the pit lane. The exception to this rule applies only to assistance by Race Officials for safety reasons.
8. Drivers should be instructed to obey all signals given by any course or pit worker.

9. A driver attempting to overtake another car is responsible for safely conducting his/her car past the other vehicle. The overtaken driver is also responsible for ensuring the safe passage of other vehicles. Blocking a passing vehicle is prohibited. Any driver who appears to be blocking another car seeking to pass may be black-flagged.

I. GENERAL RACE INFORMATION

What Is A Mini Grand Prix?

The term "Grand Prix" refers to a style of automobile racing that is typically held in the streets of major cities throughout the world. The course is comprised of a series of bends and hairpin turns that place a premium on maneuverability and acceleration. This event is a "mini" version of the Grand Prix in several ways. Obstacles are set up to challenge the drivers' abilities. The racecourse for the Mini Grand Prix is located at ***Stockholm Karting Center, 13185 U.S. 12, Cokato, MN 55321.***

Your Race Team

All team members must be 18 years or older with each team consisting of two drivers (drivers can change each race) and three pit crewmembers. Friends, family, celebrities, and colleagues may be team members and do not have to be employed by the car sponsor. Each team is allowed to have up to five extra people in the pit with them.

Insurance

A liability insurance policy is in effect to cover your team for race day, driver's training school, and the Awards Banquet. All participants are required to sign a waiver releasing the Arthritis Foundation and Stockholm Karting Center from any liability.

Outfitting Your Team

Outfitting your team can be fun and add to the excitement of race day. Drivers are required to wear a protective helmet, with a face shield or goggles. Full shoes (no open toes), gloves with fingers, and a neck brace are also required. The car sponsors or individual team members are responsible for the expenses related to outfitting each team.

Banners

Although not required, each team will have the opportunity to promote their business through the use of a banner. You may display your banner at the racecourse. Your team is responsible for hanging and removing the banner. For consistency, banners can be no larger than 3' x 8'.

Pit Row

Complete instructions for the Pit Row area are located in the Rules and Regulations section of this handbook.

- Pit positions will be determined before warm-up.
- Each pit crew is encouraged to make a "pit board" or sign with your business name, race number, etc. This will signal the driver that you want him or her to

make a pit stop. Only one person is allowed in front of the pit area and then only to signal the driver to make a pit stop. All other pit crew members must remain behind the pit area.

- A maximum of 10 people from each team are allowed in the “**Hot Area**” at one time. A maximum of five people, including the driver, are allowed in the “Pit Area” at one time. All of these people must enter the “**Hot Area**” at the designated place.
- Teams are encouraged to bring a pop-up tent [10' X 10'], chairs for the team, coolers and a battery-powered F.M. radio for listening to race information. Tune into 98.3 for information

Helmets & Neck Braces

All drivers are required to wear a helmet and a neck brace while racing. Each team may provide their own Snell/DOT approved helmet. During each heat there will be a required driver change. You may choose to switch the helmet and neck brace with the second driver. For those who don't have helmets, they will be provided.

Team Orientation

All team members are required to attend the Official Orientation by Stockholm Karting Center. It is **MANDATORY** that each team member attends. This will be an on-course class to cover flag rules, driving rules, signals for pitting, starting and finishing procedures and general handling instructions. All drivers must wear driving attire: long sleeves, long pants, closed shoes, gloves, goggles, neck brace, and helmet. It is **MANDATORY** for your entire team to attend the session.

Sunday, August 5, 2018 - Race Day

Registration – 8:30 – 9:30 a.m.

Raffle Opens (Large Raffle \$10/Day of Raffle \$5) – 8:30 a.m.

Mandatory Driver Orientation – 9:30 a.m.

Practice – 10:00 a.m. – 12:00 p.m.

BBQ Lunch – 12:00 p.m. – 1:00 p.m.

Race begins – 1:15 p.m.

Award Presentation – 5:00 p.m. or following final race

II. LUNCH AND AWARDS BANQUET INFORMATION

Schedule

8:30 a.m.	RAFFLE DRAWING opens – tickets available on site 1 for \$5, 5 for \$20, 15 for \$50 or buy raffle tickets for the grand prize of a MN Wild Suite \$10 a ticket. (bring your cash for a host of prizes...be generous and remember it's a benefit event!)
12:00 – 1:00 p.m.	BBQ LUNCH catered by Rack Shack BBQ
1:15 – Final Heat	RACING!
After Racing	AWARDS PRESENTATION

All times stated are approximate, please understand that due to the nature of the event, we may run ahead of or behind the scheduled time that is stated. Your patience is appreciated. Enjoy the races!

Luncheon BBQ Tickets

Each team is allowed free attendance for participating drivers to the BBQ lunch.

Additional Pit Crew / Insurance Waiver

All team members and guests will be required to sign a waiver and acquire a wristband from a registration official. The band will allow entrance into the pit area at the race. The Arthritis Foundation's liability policy will cover up to ten people on each team. Any members over and above the ten members of the team MUST purchase a pit pass. Due to liability issues, strict measures will be taken to enforce this policy.

Parking

Ample parking is available; please watch for posted signs.

III. POINTS SYSTEM / TROPHIES

Contests

The number of points earned may change depending on total cars in each heat. All cars will get points.

4 Qualifying Heats

- ❖ 1st Place - Trophy 10 pts.
 - ❖ 2nd Place - Trophy 9 pts.
 - ❖ 3rd Place - Trophy 8 pts.
- (continues thru 9th Place – 2 Points)

Championship Race

- ❖ 1st Place - Trophy 20 pts.
 - ❖ 2nd Place - Trophy 18 pts.
 - ❖ 3rd Place - Trophy 17 pts.
- (continues thru 18th Place – 2 Points)

Points Champion

- ❖ 1st Place - Trophy
- ❖ 2nd Place - Trophy
- ❖ 3rd Place – Trophy
- ❖ 4th Place – Trophy
- ❖ 5th Place – Trophy

Heat race and gridding information

- **4 heats races**
- **2 groups**
- **10 laps each race**

First Heat Race Grid-- will be determined on team sign up order. The first team to sign up will get pole position in Group A. The second team to sign up will get the pole position in Group B.

Second Heat Race Grid—will be determined on finishing order of Heat #1. Top 6 karts from Group A will race against Top 6 karts from Group B. The bottom 6 karts from Group A will race against the bottom 6 karts from Group B.

Third Heat Race Grid—will be determined by points accumulated in heat races # 1 & 2. The grid will be inverted (lowest points will get pole position- highest points will grid in the rear of the group).

Fourth Heat Race Grid-- will be determined on finishing order of Heat #3. Top 6 karts from Group A will race against Top 6 karts from Group B. The bottom 6 karts from Group A will race against the bottom 6 karts from Group B.

Consolation Final Grid—will be determined by teams with the least number of points. Only the **TOP 2** finishing teams in this race will move on to the championship race.

Championship Final Grid—will be determined by total points accumulated in all heat races. (Most points will be awarded the pole position)

IV. GLOSSARY OF RACE TERMS

PIT AREA - A visible barrier into storage space for tools and equipment and “Hot Pits” will divide this area. The Hot Pit will be the pit area in which the car itself is placed and which is part of, or connects with, the access road leading directly to the track.

PADDOCK - Any area on the racecourse grounds where a car is located other than during its track time.

GRID - Area that the cars line up prior to the beginning of the race.

STEWARDS – They are responsible for the overall running of the race. The Chief Steward is the highest authority at the race.

HEAT - 10 - 15 lap preliminary race.

PADDOCK MARSHALS - In order to keep things running smoothly for the racers who have never seen the course, pit, or paddock before, Paddock Marshals are available to provide guidance and direction for parking trailers and locating needed services.

GRID MARSHAL - Responsible for last minute safety inspection and for lining the cars up in qualifying order prior to the beginning of the race.

COURSE MARSHAL - Responsible for placement and operation of emergency equipment.

PIT MARSHAL - Responsible for keeping the workplace in the race area clear and for clearing the cars for safe entry and exit at the pit area.

TECH INSPECTORS – They assure that safety regulations are met by inspecting cars, prior to and after the racing events. They also check the legality of the cars.

TIMING AND SCORING - One of the most difficult and complex tasks at any race. Using everything from stopwatches to sophisticated electronic equipment these people keep track of every car on every lap. Our Mini Grand Prix race will be using computerized scoring equipment with a “transponder” placed within each car to assure accurate scoring and timing.

STARTER - The most visible of the race officials, the person in the black and white shirt with the famous checkered flag. The starter is in control of the race from start to finish.

FLAGGING AND COMMUNICATIONS WORKERS - Usually called Corner Workers, they are responsible on the course for flags, communications of race control, safety equipment, and help on the track if a car breaks down.