SCCA Regional *RoadRally* Handbook

April 6, 2009
Updated by Lois Van Vleet

SCCA REGIONAL *ROADRALLY* HANDBOOK

TABLE OF CONTESTS Page

INTRODUCTION 3
WHAT IS A TSD ROAD RALLY? 4

ITEM 1 Officials and Their Duties 5
ITEM 2 Promotion 6
ITEM 3 Rally Development 7
3A) Map Development 7
3B) Preliminary General Instructions 7
3C) Preliminary Route Instructions 7
3D) First Run thru on the Road 7
3E) Finalize Route Instructions 8
3F) Second Run thru on the Road 8
3G) Calculations 8
3H) Finalize Generals 9
3I) Pre-Check 9
3J) Recovery of Lost Contestants 9
3K) Start 9
3L) Odometer Calibration Run 9
3M) Pauses 9
3N) Free Zones / Transit Zones 10
3O) Break(s) 10
3P) Finish 10
3Q) Leg Slips 10
3R) Safety Check 10
ITEM 4 Registration 11
ITEM 5 Controls 12
5A Open Controls 12
5B Closed or Passage Controls 12
5C DIYC Controls 13
5D Controls Locations 13
5E Open and Close Times 13
5F Control Equipment 13
ITEM 6 Rally Math 14
6A Leg Time Calculations 14
6B Control Open and Close Times 14
6C Scoring Calculations 15
ITEM 7 Time Allowances 15
ITEM 8 Scoring 16
ITEM 9 Awards 16
ITEM 10 Classes 17
ITEM 11 Rally Organization Schedule 18-19
ITEM 12 Tour Rally Rules Summary 20-21
ITEM 13 Glossary 22-23

Page

APPENDIX:

A1	**Sample Flyer**	**24**
A2	**Sample General Instructions**	**25-26**
A3	**Sample Route Instructions**	**27**
A4	**Sample Control Workers Instructions**	**28**
A5	**Sample Leg Slips**	**29**
A6	**Sample Entry Form**	**30**

INTRODUCTION

The intent of this handbook is to provide help to new road rally organizers in presenting their first event. It covers mainly the development of straight forward Time Speed Distance (TSD) events. Non-timing rally development will follow much the same format, except instead of timing controls (check points), scoring is based on observations of items along the route, puzzle solving, etc.

When developing a rally, the rallymaster must always remember that we are sharing the road with the general public. For that reason, safety must be in the rallymasters mind during the development. Speeds which are too slow or too fast for road and traffic conditions, unsafe control locations etc, must be avoided. In the case of non-timing events, particular care must be taken to be sure that speeding will not provide a competitor with a real or perceived advantage. For this reason, our rules require a safety pre-check by a licensed road rally safety steward prior to the event being presented.

If after conducting straight forward TSD rallies for a period of time, there is a desire to add some course following or other traps, additional information is available to help you. For help on this, or any other rally related problem, contact any member of the SCCA rally field staff or the SCCA National Office. They are ready and willing to help.

No special equipment is required, and any vehicle which will accommodate a driver and navigator will do. A high performance vehicle is not required. Regional championships have been won by teams using mini-vans, with their young children riding along. Rallying is an ideal way to interest people in the region. If they come out and have fun, membership is often the next step.

The organizers of Regional Rallies are encouraged to maximize the usage of SCCA *RoadRall*y Rules (RRR's) and RFO's (Rules for Organizers) in conducting a Regional *RoadRally* program. If a regional event is to count a sanctioned Regional Road Rally in the SCCA *RoadRally* Championship Series, it must follow the appropriate sections/Articles of the RRR's, relating to minimum requirements. Handbooks, forms and other assistance are available from the SCCA Rally Department.

WHAT IS A TSD ROAD RALLY?

A TSD (time speed distance) car rally is contested by a two person team in ordinary cars on regular roads, within the legal speed limit. The challenge is to drive on time – not early, not late (it's not a race). Each team needs a watch which can be set to rally time; something to write on and write with. For night rallies it is a good idea to have a map light, flashlight or other interior lighting so you can read instructions. Cars typically start a rally at one minute intervals. This separates the cars so that each team is on their own.

The first section of the rally is called the odometer check leg and allows you to compare your mileage to the rallymasters. If you have a trip odometer in your car, you can zero it as the start and use this. Otherwise, write down the odometer mileage. You must have specific amount of time to reach the end of the odometer check leg. You wait at that location until the given time has elapsed, then leave, following the directions given and travel at the specified speed. You will encounter checkpoints at various locations along the route. After you pass the checkpoint sign and the timing car, stop safely off the road and go back to the timing car to get your time and information on when and where to start the next leg.

Since the rallymaster knows how fast you were supposed to travel, and how far you went, it is possible to calculate an exact time when you should arrive at the checkpoint. The checkpoint crew times you with a very accurate clock when you arrive. Your score will be the difference between when you should have arrived and when you actually arrived. Points are given for being early or late. This is a contest of precision, not a race. If you are at one checkpoint, you can not make it up by being early at the next. The score for each leg is separate. Scores for all legs are totaled and the lowest score wins (just like golf). And, just as in golf, it takes some practice to get very good scores.

Regardless of whether you get very good scores, or just scores, rallying is a lot of fun if you like to spend time in your car, see some scenery and spend time with a congenial bunch of people. Rallies usually end at some location where munchies and beverages are available. This allows everyone to join the crowd in discussing how the event went and how they did, while waiting for the scores to be calculated and trophies awarded.

ITEM 1 OFFICIALS

The following is a list of the key officials and their duties. In many cases there duties are combined, with one person acting in several capacities.

ORGANIZER / CHAIR

The organizer is responsible for the overall administration of the event. Duties include:

- ✓ **Obtaining region approval**
- ✓ **Developing a budget**
- ✓ **Obtaining people to fill the other positions**
- ✓ **Obtaining insurance/sanction**
- ✓ **Start, break and final locations**
- ✓ **Promotion**
- ✓ **Awards**
- ✓ **Preparation and mailing of results**
- ✓ **Financial reports**
- ✓ **Audit forms (to be sent to the SCCA National Office with appropriate fees)**

RALLYMASTER

The rallymaster is responsible for developing the course. This includes:

- ✓ **General Instructions**
- ✓ **Route Instructions**
- ✓ **All calculations**
- ✓ **Leg Slips**
- ✓ **Event time schedule**
- ✓ **Control time schedule**

CHIEF OF CONTROLS

The chief of controls is responsible for control personnel and operation.

- ✓ **Recruiting sufficient personnel and operate the controls**
- ✓ **Training of control workers**
- ✓ **Equipment for control operations**
- ✓ **Preparation of control packets**
- ✓ **Assuring that all controls are in place and ready to operate on time**

REGISTRAR

The Registrar is responsible for registration of all participants. This includes all competitors and workers. Key responsibilities include:

- ✓ **Preparation of entry form with required insurance warrant**
- ✓ **Being sure that all participants properly sign the waiver(s) and that they are witnessed**
- ✓ **Receiving and accounting for all entry moneys**
- ✓ **Verification of SCCA membership**
- ✓ **Verification of valid drivers license and insurance**
- ✓ **Preparation of entry list**
- ✓ **Assuring that waivers are kept for six(6) years and insurance warrants for two(2) years**

CHIEF OF TECH

Chief of Tech is responsible for assuring that all competitor vehicles meet SCCA safety requirements. An alternate is to allow the competitors to inspect their own vehicles and certify that their cars conform to the requirements.

CHIEF OF SCORING

Is responsible for scoring the rally and provide the organizer the official results.

LEAD CAR

Drives the course ahead of the first competitive car to be sure that all roads are open and signs etc. are correct, and puts up emergency signs if necessary. Often the rallymaster does this job.

SWEEP CAR

Drives the course after the last car to provide assistance to competitors if needed, as well as check all signs and to close controls.

ITEM 2 PROMOTION

One of the keys to a successful event is promotions. You can never advertise too much. Flyers advertising the event should be spread far and wide. Posting them in auto parts stores, on bulletin boards wherever you find one and handing them out at every event you attend will help develop a turn-out. You don't have to have the rally done, or hardly even started, to put out a flyer. All you really have to have is an idea of the area where you will run the event, date, time and location for the start. You can establish the basic time frame and length, and then develop the rally to fit what you advertised. Six months ahead is not too early to start advertising. With the way people's time is tight today, getting on their schedule first will do wonders in getting a good turn-out.

The flyer should always include the four W's. What, When, Where and Who. What is the event, what will it be like, what is the length, what kind of roads will be used, etc.? When is the day and date, when is registration, when is the start, when is the finish, when do entries have to be in? Where will it start, where will it finish, where will it run, where do competitors send an entry? Who do competitors contact for more information, who is putting on the event, who do entrants make the check to? A sample flyer is included in the appendix.

Be sure to get the event listed in your region's schedule as soon as possible. If you cooperate with other clubs in your area, try to get it in their schedules also. The more places that the event is visible, the better chance for a good turn out.

The internet is a great place to advertise. If your region has a web page, be sure that you take advantage of it. Also, list the event on the SCCA Calendar by contacting the National Office/Rally Department. This calendar is located at SCCA.com Rally/Road Rally/Forms.

Send announcements to your local radio stations and newspapers. They may include an announcement in their "things to do" or "coming events" section.

ITEM 3 RALLY DEVELOPMENT

The first step in developing a rally, after getting approval to do an event from the club's governing body, is to establish the approximate length. It should be long enough to be interesting, but not so long as to bore first time competitors. Experience has shown that with breaks etc. the overall average speed of a rally will be between 25 and 30 mph. If you want to do a four hour rally, it will probably be about 110 miles long.

3A) MAP DEVELOPMENT

After determining where you want to start and finish the rally, it is time to get out a detailed map and lay out a proposed route. Assuming that you are familiar with the roads in the area, you can probably get the route about 90% correct at this stage. If the event will be over 2-1/2 hours long, you should plan for a short restroom break. Longer events may require several breaks, including provisions for refueling if the event is over 100 miles long.

3B) PRELIMINARY GENERAL INSTRUCTIONS

The main thing that you need to establish at this time is route following priorities. Some typical priorities would be:

1. **Execute an emergency instruction or follow an emergency sign.**
2. **Execute a route following instruction referenced to an official mileage.**
3. **Execute a route following instruction.**
4. **Follow the Principal Road. The Principal Road is the obvious continuation of the road on which you are traveling. If you are to leave the principal road, or the Principal Road is not obvious, you will be given a route instruction. The Principal Road may be defined by road surface, curve arrows, center lines, stop signs, yield signs etc.**

Instead of the Principal Road, as defined in the SCCA rules, many clubs use a main road rule such as straight as possible at all intersections. You may also define the main road with a set of priorities. For more information on main road rules, refer to the SCCA *RoadRally* Rules.

The rest of the general instructions can wait until after the route is done and timing has been calculated.

3C) PRELIMINARY ROUTE INSTRUCTIONS

Once the route is laid out on a map, it is time to write up preliminary route instructions. They should be as close to what you plan as final as possible. Many rallymasters just type them in the computer right off the map rather than use hand written notes and later enter them into a computer. One thing that can be helpful if you type your instructions into a computer, is to set the spacing to triple space so there is room to write as you refine/correct them on the road.

3D) FIRST RUN THROUGH ON ROAD

On your first run through on the road, you will refine the route instructions, establish mileage to 1/10 mile or closer, make a record of the speed limits along the route, establish preliminary CAST's (average speeds) to use at various areas, determine the need for pauses and transit zones and locate potential controls locations.

Refinement of the route instructions will include things such as correcting instructions to reflect the actual appearance of roads and landmarks, adding information on Traffic Lights, Stops, Yields, etc., revisions to avoid unsuitable roads.

Recording mileage will allow you to make preliminary calculations on leg times, and to more easily follow the route the next time you go out. By noting the speed limits, you can insure that you do not set speeds above the legal limit. In most cases, speeds about 5-10% below the posted limit are appropriate, especially when you are explaining to the police what you are doing and convincing them that it is safe and legal.

The establishment of a proper CAST (average speed) requires evaluation of road conditions, expected traffic (hopefully you have chosen road that have little traffic during the time the rally will run), speed limits, and how busy the competitors will be with calculations or observations.

If there are conditions that are likely to delay the competitors, you should add pauses to allow for this. For example, a traffic light will cause a delay of about a minute if the competitor hits it wrong. A Stop will cost about 10/100 minute if there is not traffic. If you are crossing a highly traveled road, a much longer pause would be appropriate.

If there is an area where there are numerous potential delays, or you expect considerable traffic, you should consider using a Transit Zone rather than an average speed and a lot of pauses. A Transit Zone is a part of the route in which there are no timing controls and in which no specific speed need to be maintained. Either an exact time for passage, or a restart time from the end of the transit must be given. The time for the Transit Zone should be such that all competitors will arrive somewhat early. Therefore, the end of a transit zone needs a safe place for cars to pull of the road and wait for the excess time to expire.

During the first run through, you should look for as many possible Control locations as you can. Hopefully, you will have many more than you can possible use, so you can later select the best. Some things that Control locations should have are:

1. **Away from houses etc. where people are likely to be during the rally.**
2. **Room for control car and contestants to be safely off the traveled part of the road. (An unused driveway or field entrance can be an ideal place for the control car.)**
3. **Away from yellow lines, Stops, immediately after a left turn, etc.**

The competitors should have a fair chance to arrive at the Control on time. If a control is just after a Stop, they will certainly be late unless they run the Stop. Organizers should never encourage competitors to break the law by the way they write the route instructions.

3E) FINALIZE ROUTE INSTRUCTIONS

Based on what you found on your preliminary run through on the road, now is the time to finalize the route instructions into something that is close to what you expect to use for the final route.

3F) SECOND RUN THROUGH ON ROAD

Using the "final route instructions" you will confirm that the route instructions are correct, establish mileage to 1/100, finalize Control locations and out markers if used, confirm or revise the CAST's and generally review the rally instructions for accuracy.

3G) CALCULATIONS

At this point, you have enough information to do the calculations that are needed for the leg times, overall schedule, and control open and close times. If at all possible, use a computer spread sheet or other computer programs to develop these times. While it will be more work the first time, once you have the spreadsheet(s) developed and confirmed, much time will be saved in the future. In addition, a good spreadsheet minimizes the chance of a calculation error.

3H) FINALIZE GENERAL INSTRUCTIONS

Now that you have the event pretty well organized, the general instructions can be completed. In addition to route following priorities, the generals should include a time schedule, information on the start and finish locations, what the course is like (paved vs. unpaved roads etc.), how the course was measured, a description of the route instructions, control procedure, classes, time allowance procedure and any rules specific to the event.

3I) PRE-CHECK

With the generals and route instructions completed, the rally is ready for a pre-check. If at all possible, the check should include one by a novice team in addition to one by an experienced team. Remember that the rally must be pre-checked by a licensed safety steward, who can be part of the pre-check crew. The pre-check crews should be working with final information, including the generals, routes and checkpoint slips. After the pre-check, the problems found should be corrected and if possible, checked again. Nothing is worse for a rally program than getting people lost. Novice teams will often find a problem that experienced crews will overlook as they "know what you meant". An example that caught the writer was the use of the instructions 'jog". Everyone knows what a jog is, right? Well, not if it is your first rally and the term is not defined in the glossary for the event.

3J) RECOVERY OF LOST CONTESTANTS

The route instructions should be such that people should not go off the course if they pay attention. Unfortunately, people will go off course, even with the best instructions.

The best method of helping lost contestants regain the course, is by the use of named roads that are shown on a map. If the contestants are furnished a map of the area where the rally is to occur, having at least three roads named at consecutive turns in the route instructions will allow competitors to find themselves on the map and regain the course. Be sure that you do this often enough that competitors can find their way back fairly quickly if they stray off course. If the rally utilizes main, numbered highways, these points are ideal as recovery points.

If the event is long enough that breaks are used, the locations of the breaks should be given with sufficient detail so that anyone who is lost can easily rejoin the rally at the breaks.

3K) START

Some key attributes of a start location includes:

- **Easy to find with easy access to main roads and expressways**
- **Fast food, gas stations, restrooms and phones**
- **Approval of the owners/managers to use the location**

3L) ODOMETER CALIBRATION RUN

The odometer calibration run should start and finish at an easily identified fixed point that is not likely to disappear or be moved. The length should be at least 5 miles to allow for a good correction factor. In addition to mileage at every turn, intermediate mileage at fixed signs, etc. should also be included. The end should be at a point that allows all the competitors to pull of the road and not disturb anyone. For this reason, areas with high traffic, homes, or businesses should be avoided.

The time allowed for the odometer calibration run should include at least five minutes extra to allow competitors to calculate their correction factor.

3M) PAUSES

Pauses should be included where appropriate to allow for traffic lights, crossing busy roads where traffic is likely to cause a delay, and any other area where the competitors might be delayed. It is better to have an extra pause, than to have competitors speeding to make up time lost at a traffic light or busy road.

3N) FREE ZONES / TRANSIT ZONES

If the route has to pass through areas where there may be non-rally traffic that prevents maintaining the assigned average speed without inconveniencing the locals, the area should be a free zone or transit zone. A free zone is an area where there are no controls, so that competitors can drive with traffic, and adjust their time at the end. While this is easy for those who are using computers, it is very difficult with some other timing systems. Often, the best way is to use a transit zone, which gives the competitors a set time to travel through an area. If they are running "seat of pants", all they have to do is note the time when they arrived at the start for the transit, add the transit time, drive to the end of the transit, and restart at CAST at the proper time.

3O) BREAK(S)

If the event is over about 2-1/2 hours long, break(s) to allow competitors to stretch their legs, and use restroom facilities should be included. This may be at a road side park, a fast food restaurant, gas stations or other similar facility. An additional benefit of a break is that it allows more time to shift your control crews. Some events use a time of day (TOD) restart out of the break while others just use a pause to allow the crews a break. The advantage of the TOD restart is to bring everyone back together and make it easier for the control as the cars will be arriving more in order and on time. The disadvantage is that it the rally longer in time.

3P) FINISH

The finish location should be determined well in advance. The manager should be contacted to be sure you will be welcomed and that space and help will be available to service your group. The location selected should have reasonable food cost and drinks available and space to handle the number of people who are expected there.

3Q) LEG SLIPS

Leg slips are the information or data slips that are handed out to competitors at open controls. They should include the following information.

- **Overall mileage and/or interval mileage (mileage on route instructions)**
- **Leg time**
- **Speed to begin next leg (CAST)**
- **Out-marker information (if out markers are used)**
- **Next instruction number**
- **Special instructions (if any)**
- **Calculations for leg time**

Several samples are included in the appendix.

3R) SAFETY CHECK

All SCCA road rallies are required to be pre-checked by a licensed Road Rally Safety Steward as a condition of SCCA sanction and insurance. This is not really a problem if the rally is done correctly. When the rally is being set up, the safety handbook should be reviewed to be sure that the event meets the requirements, which are only simple common sense. The safety pre-check can easily be combined with other pre-checks so that it is not an additional burden.

ITEM 4 REGISTRATION

While registration can be run out of a car in a parking lot, it is a lot nicer for everyone if an inside location with tables and chairs can be found. Often, a fast food restaurant, such as McDonalds or Burger King, will welcome you if they are approached properly and the benefits in extra business explained to them.

Waivers must be signed by all participants, and properly witnessed. Entry forms must be checked for completeness and proper execution of the required warrant that the entrant has the required liability insurance in force. Driver's license must be checked to be sure that the driver has a proper/valid license. Valid SCCA membership cards must be checked. Non-SCCA members must fill out a Weekend Membership form. Forms and instructions for filling them out are available form the region. Entry fees must be collected and accounted for to the region treasurer.

Prior to the event, packets for the competitors should be made up and should include the following:

- **General Instructions for the event**
- **Rule Summary**
- **Score Cards**
- **Maps of the area that the rally will run**
- **Time allowance slips**
- **Safety inspection forms**
- **Etc.**

A sample control sign should be available, as well as a master clock to allow competitors to synchronize their watches. The certificate of insurance for the event should also be posted.

Often, registration is also responsible for distributing the route instructions to the competitors. Typically, an interval of time, such as 30 minutes before the competitors start time is specified as the time to distribute the route instructions. Each team should have an equal time to review the route instructions.

It is generally the responsibility of registration to develop an entry list, with classes, addresses, etc. This information needs to go to scoring, the people who will do the results mailing and the keeper of the rally mailing list.

After the event is over, the waivers and entry forms must be put with other region archives. SCCA requires that waivers be retained for a minimum of six years, and the insurance warrants, usually part of the entry form, for at least two years.

ITEM 5 CONTROLS

There are three types of controls that are generally used in SCCA TSD rallies. There are Open, Closed or Passage and DIYC. At Open Controls, the competitors stop and get their time, and an out time to start the next leg. Competitors do not stop at Closed Controls, but are timed as they go by. Key times in the route instructions, or posted signs, provide the competitors with the times to start the next leg. DIYC, or Do It Yourself Controls are the name implies. At a specific landmark, the competitors enter their calculated arrival time on their scorecard, take a pause, and continue on their way.

5A OPEN CONTROLS

Open Controls are probably the most popular type. They are simpler for the novice and generally easier to score when people do not run on time. The timing line for an open control is marked by an appropriate sign, usually a check and point (checkpoint). Cars are timed as they cross the timing line and this time, the in-time, is entered on a log kept by the control crew and on the competitors scorecard. Instead of directly entering the time on the scorecard, some regions use pre-printed sticky back labels (address labels) on which the time is entered. The competitor then sticks the label on the scorecard. The control crew also assigns on out-time (the time to start the next leg). This time should be at least two (2) full minutes after the in-time. The general procedure; is to drop the 1/100 or seconds and add least three minutes. If necessary, more time may be added so that no two cars go out on the same minute. All cars should be separated by at least one full minute. It is the responsibility of the control crew to give each competitor a leg slip that has the data for the previous leg and any special instructions.

Legs may start at the timing line for the previous leg, or at a defined point, normally referred to as an out marker. The out marker may be a traffic cone 1/10 of a mile beyond the timing line, a sign or other landmarks, or some other easily identified location.

With Open Controls, the competitors can easily compute their leg times and scores, so they are able to tell how they are doing at any time in the event.

5B CLOSED OR PASSAGE CONTROLS

With closed or passage controls, the competitors are timed as they drive by. This requires that the cars be identified with easy to read car numbers (not on the window glass). The control crew simply times the cars as they pass and enter the times on a log. The work for the control crew is must less, making it possible for one person to run a control. Two methods of start time for the next leg are generally used. The first is Key Times in the route instructions that states the perfect time for car zero "0". The competitors then add their car number in minutes to the Key Time to find their perfect time to depart. If they have taken any time allowances, the time allowance is also added to determine the correct departure time. The Key Time should include a pause of a least one minute so that teams have a chance to stop and get their paperwork in order, etc. The second method for a leg start is to have printed signs with Key Times after each control. These may be placed on the post for the next stop sign or on stakes which are provided by the organizers. The removal of the signs and stacks by the sweep vehicle is mandatory.

Normally, there is a Key Time after each control so that all competitors have a place to start the next leg at the correct time.

5C DIYC CONTROLS

Do It Yourself Controls occur at a landmark defined in the route instructions. Generally, at a DIYC, the competitors write their calculated arrival time in the next open location on their scorecard, and enter an out time that is exactly 2.00 minutes later. The advantage of DIYC controls is that it is an easy way to increase the number of legs, without requiring additional control crews. A major downside is that competitors, especially novices, have trouble with them. Also, because the leg start time for the leg after the DIYC is not an even minute, scoring is more difficult. The competitors should be required to turn in their DIYC times at the next open control before receiving any leg information.

5D CONTROL LOCATIONS

Locations for either open or closed controls should share many traits. The first concern should be for the controls crew. They must be able to be safely located away from traffic. The safety steward manual covers control locations in detail, so it will not be repeated here.
There is one difference in requirements for open and closed controls. With open controls, there must be a safe area for the competitors to pull off when they stop to get their times. Closed controls, do not stop and do not have this requirement.

5E OPEN AND CLOSE TIMES

Controls should open at least 10 minutes prior to the scheduled arrival of the first competitor. This is necessary as novice competitors often get excited and leave early, therefore arriving early. Most people keep controls open for 30 minutes after the last car is due, unless all cars have been through the control. Since the control crews often leave the start before all the entries are in, a sweep car may be the only way to be sure that everyone has made it through the control, and that it is safe to close the control. A sweep car is also valuable for helping a competitor who has car trouble.

5F CONTROL EQUIPMENT

Each control crew should be given a packet that includes the locations of their control, usually with marked maps, the time to open and close, control logs, control stickers if used, a copy of the regulations for the event, leg slips, route instructions and instructions for running the control. Each crew also needs a checkpoint sign with supports and a properly set clock for timing competitors.

ITEM 6 RALLY MATH

Below are some of the basic calculations that are required for a TSD rally. If you are familiar with computer spreadsheets, it is relatively easy to develop spread sheets that will automate these calculations.

6A LEG TIME CALCULATIONS

Portions of the leg that are run with an average speed (CAST) are calculated as shown below. All calculations should be taken out to at least 4 decimal places. After the entire leg time is totaled, the time should then be rounded or truncated (depending on the event regulations) to two places.

(final mileage – start mileage) X (60 minutes / CAST) = time to travel this portion of the route.

Example: 3.81 – 2.42 X 60 / 40(CAST is 40) = 2.0850 minutes

Add other portions of the leg calculated as above.
Add any transit time.
Add any pause time.
Subtract any gain time.
The total is the perfect leg time.

6B CONTROL OPEN AND CLOSE TIMES

Controls should open at least 10 minutes prior to the scheduled arrival of the first competitor and close 30 minutes after the last car is due. For Open Controls (where each car stops at the control), the times would be calculated as shown below. The example assumes that the out times are assigned by dropping the seconds or 1/100 from the in time and adding three minutes.

Leg 1 & 2 times: 23.42 and 10.61
Rally start time: 1:00 plus car number
20 car entry

Control 1
First car due = 1:00 + :01 + :23.42 = 1:24.42
Open Time = 1:24.41 - :10 = 1:14.42 or 1:14
Close Time = 1:24.42 + :20 (cars) + :30 = 2:14.42 or 2:15

Control 2
First car due = 1:24 + :03 + :10.61 = 1:37.61
Open Time = 1:37.61 - :10 = 1:27.61 or 1:27
Close Time = 1:37.61 + :20 (cars) + :30 = 2:27.61 or 2:28

Closed or Passage Controls are somewhat easier to calculate. Since Key or perfect times for car zero "0" are given in the instructions, it only requires that the leg time + 1 minute be added to the key time to get the perfect time for car 1. Using the same leg times as shown for open controls, the control time calculations would be as follows:

Control 1
First car due = 1:00 + :01 + :23.42 = 1:24.42
Open Time = 1:24.42 - :10 = 1:14.42 or 1:14
Close Time = 1:24.42 + :20 (cars) + :30 = 2:14.42 or 2:15

Control 2
First car due = 1:24.50 (key time) + :01 + :10.61 = 1:35.11
Open Time = 1:35.11 - :10 = 1:25.11 or 1:25
Close Time = 1:35.11 + :20 + :30 = 2:25.11 or 2:26

6C SCORING CALCULATIONS

Scoring is based on the difference between the competitor's times on each leg and the perfect time. Each leg is scored separately, like each hole in golf, and then summed to get a total score. Generally, one point is given for each second or 1/100 minute early or late. Using 1/100 minute for the scoring interval, if suitable clocks are available, makes the math easier and is preferable.

Most events have a maximum score for each leg. It accomplishes two things. First, it prevents the novices from having extremely large scores, and second, it helps prevent lost competitors from speeding to make up time that was lost when they were off course. Time allowances (bought time) is also intended to eliminate the desire to speed to make up time.

ITEM 7 TIME ALLOWANCES

SCCA rules require that there be a provision for time allowances on all rallies where time is a factor in the scoring. Obviously, this is the case in TSD rallies. A time allowance is like a pause. It is designed to allow the competitor to compensate for the time lost when they made a mistake, like going off course.

The basic reason for the time allowance procedure is to eliminate the desire to speed, to make back lost time. We are sharing the roads with general public and must not endanger them or ourselves with dangerous driving. If there is a penalty for the use of a time allowance, it should be small enough that it will not discourage its use. If there is no penalty for use of a time allowance, scoring is easier, and there is then surely no reason for a competitor to speed rather than use one. Free time allowances can also prevent arguments after the event.

While the procedure in the National Rally Rules works well, it may be more complex than needed for a local rally. Any system that allows competitors to have relief when they make a mistake, like going off course, can be used. If there is a penalty for use of a time allowance, there should be provisions for waiving the penalty if the need for a time allowance is not the fault of the competitor. If a competitor is delayed by a train, funeral procession or similar event beyond their control, they should not be penalized.

ITEM 8 SCORING

Scoring should be done at the end of the event, while everyone is still there. Competitors, especially novices who can't score themselves, want to know how they did before going home. Waiting for days or weeks for results is very discouraging and can be a factor in people not returning for future events.

There are differing opinions on the best way to score a rally. Some organizers have a team of people who do it manually. Others have the competitors score themselves. Competitors are provided a simple worksheet that shows them how to do the math. They then fill in the boxes and do the math themselves. With either of these systems, there should be a scoreboard where the scores can be posted for all to see.

Computers are often used to do the scoring. A simple spreadsheet or program can make scoring quite easy. The major problem with computer scoring is that input is limited to one person and that can become a bottleneck. If rather than entering start times and finish times for each leg, the leg times are computed manually and only the leg time entered, the data entry will be greatly simplified and the chance for error reduced. Like the manual scoreboard, the results should be posted for all to review.

After suitable review, and resolution of any questions, scores can be declared final and awards presented.

ITEM 9 AWARDS

Awards can range from trophies to merchandise. Some types of awards include: wall plaques (easy to dust); typical trophies ("cars on a stick"); useful merchandise (flashlights, neck pens, etc.); engraved mugs, glasses, etc.; photo holders with photo of the car in competition (relatively easy to do with one hour processing).

The number of awards given should be based on the budget and number of entries. The beginners or novice class should have more trophies in relation to entries than the classes where the more experienced competitors compete. Taking home a trophy may well be the thing that hooks the newcomer. Some groups give awards to 50% or more of the novices. With this level of awards, a novice who enters several events is almost assured of getting an award at one of them. Of course, each team should receive separate awards for the driver and navigator.

Some groups present the awards at the event, while others wait until the next club meeting. Both have advantages and disadvantages. Presenting them at the event allows the winners to be recognized by their peers. It also has the advantage that you don't have to mail any awards. The disadvantage is that you may guess wrong on how many awards you need and have some left over. Giving the awards at the next club meeting allows the winners to be recognized by the whole club. In addition, there is no guessing about how many awards to get, as you can have them made after the event is over. Another advantage is that you may get attendance from new people who will then join the club. The major disadvantage is that some of the winners will not be at the meeting, which creates the problem of how to get the awards to them.

ITEM 10 CLASSES

There are many ways to structure classes. SCCA, for their National Championship program uses equipment based classes. Others use experience based classes, while others combine the two.

The SCCA equipment-based classes for are:

- **Equipped, where equipment is unlimited**
- **Limited, where equipment is limited to any mileage measuring device and any computing device as long as the two do not talk directly to each other**
- **Stock where only the stock odometer and a basic calculator is allowed. Details of the equipment limitations for these classes can be found in the SCCA *RoadRally* Rules.**

Another equipment class, commonly called SOP (Seat of Pants), allows no calculating equipment at all. Sometimes, the stock odometer is covered, so that there isn't even any mileage reference. The only reference is the speedometer.

A novice class is often added to allow new competitors a chance at a trophy without competing with the more experienced competitors. The rules for novice vary greatly. Sometimes the equipment that they are allowed to use is limited. Others allow novices to use any equipment, the rationale being that the novices need all the help they can get, and that even the best rally computer will not help a novice much.

If everyone competing uses basically the same equipment level, then experience classes can allow more teams to be competitive. As a team becomes more experienced, and begin to win regularly in the class they compete in, they are required to move up a class. For a local program, where everyone knows the skill of everyone else, this is relatively easy to administer.

ITEM 11 RALLY ORGANIZATION SCHEDULE

6-4 months before:

- **Confirm date on schedule.**
- **Calendar your event.**
- **Establish start and finish locations and obtain approval(s).**
- **Begin to establish route.**

3 months before:

- **Budget for region approval.**
- **Complete preliminary route.**
- **Advertising information to newsletter editor.**
- **Advertising flyers printed for distribution at meetings and prior events. Even earlier if possible.**

2 months before:

- **Preliminary General Instructions complete.**
- **Preliminary Route Instructions complete.**
- **Checkpoint locations selected.**
- **Awards ordered.**
- **Registrar, Chief of Controls, Scorer and Sweep committed.**
- **Information sent to any Hot Lines.**

6-4 weeks before:

- **Preliminary pre-check complete.**
- **Final Route Instructions complete.**
- **Final General Instructions complete.**
- **Preliminary Leg Slips complete.**
- **Recruit workers.**
- **Order insurance and sanction.**

3-2 weeks before:

- **Pre-check by licensed Safety Steward, knowledgeable and novice crews.**

2-1 weeks before:

- **Revise Route Instructions and Generals to correct any errors uncovered in the pre-checks.**
- **Final Leg Slips complete.**
- **Control workers instructions complete.**

1 week before:

- **Final Pre-check.**
- **Confirm all workers.**
- **Obtain supplies (watches, control signs, waivers, etc.)**

5-2 Days before:

- **Print Generals, Routes, Leg Slips, etc.**
- **Confirm with Start and Finish.**
- **Check clock operation.**
- **Prepare Control Packets.**

1 Day before:

- **Confirm all materials above are complete.**
  - **General Instructions**
  - **Route Instructions**
  - **Signs – control and emergency**
  - **Clocks – set to check accuracy**
  - **Registration and Tech forms**
  - **Waivers**
  - **Membership forms**
  - **Score board**
- **Print off all materials need for the event.**

Day of Event:

- **Register all competitors. Non-SCCA members must complete a Weekend Member form. Drivers License, SCCA Membership verified and Waiver signed.**
- **Pre-check course in morning if practical.**
- **30 minutes before first car, control set-up leaves.**
- **10 minutes before first car, lead car leaves to check controls, signs, clocks etc. Has emergency signs, stakes, spare clocks etc.**
- **5 minutes after last car, sweep leaves to close controls and be sure that all signs are still in place etc.**
- **Score event immediately after the last car arrives at the finish.**
- **Present trophies or other awards at finish if possible.**

Work after the event:

- **Send insurance audit form, weekend membership forms and payment to SCCA National Office.**
- **Print and mail final results to all competitors and championship points keeper.**
- **Send list of workers to both championship and workers points keeper.**
- **Send list of entrants and workers with addresses and phone numbers to mailing list keeper.**
- **Write article with results and send to newsletter editor.**
- **Return clocks and other equipment.**
- **Prepare financial report and summary for submission to region's BOD at next meeting.**
- **Send waivers and entry forms to region's registrar for safe keeping. They need to comply with the region policies concerning these items.**
- **Send all income and bills to treasure.**
- **Take a deep breath. It's over!**

ITEM 12 Tour Rally Rules Summary

These rules are provided as guidelines. They can be used as is or as a starting point as you write your own rules.

The following is an unofficial summary of the main SCCA Tour Rally Rules. It is provided as a guideline to help those who have not studied the official SCCA rules to properly complete a Tour event.

Route Following Priorities

Follow the route at each intersection based on the following priorities:

1. **Execute an emergency instruction or follow an emergency sign.**
2. **Execute a route following action referenced to an official mileage.**
3. **Execute a route following action. (Note: Redundant instructions without mileage are allowed by the Tour rules).**
4. **Follow the Principal Road. The Principal Road is the obvious continuation of the road on which you are traveling and should cause no confusion. If you are to leave the principal road, or the principal road is not obvious, you will be given a route instruction. The Principal Road may be defined by road surface, curve arrows, center lines, stop signs, yield signs etc.**

Off Course Stoppers

The maximum distance between instructions without official mileage is five (5) miles. A call back mileage (maximum distance to next timing CONTROL) may be given on the control slip or in the route instructions. Contestants can consider themselves off the intended route if they exceed either of these distances. Contestants can also consider themselves off the intended route if they encounter an intersection (such as a T) where there is no principal road and where no route following action applies.

Roads

Unless specified otherwise in the route instructions, the following roads are to be considered to be non-existent:

- **Roads which clearly end within sight or in a garage, plant entrance, or parking lot, roads which are obviously closed, private, not legal to enter or require an illegal turn to enter, roads marked Private, Keep Out, No Outlet, Dead End, Road Closed, No Thru Traffic, Road Ends Ahead, Bridge Out Ahead etc.**

DIYC

Do It Yourself Controls require that you enter the calculated time of day at the DIYC at the next location on the time card. Out time is exactly two minutes later and is to be entered in the next available out time location on the time card. Be prepared to turn your DIYC time at the next open control before receiving the leg slip.

Signs

Material in a route instruction within quotation marks ("text") is quoted from a sign. "Look back" signs will not be quoted. Signs may by on either side of the road. The referenced portion of all signs will be readable at rally speeds. Spelling will be exact, but punctuation, exact spacing and type style are irrelevant. The referenced portion of a sign will be continuous. Emergency signs will contain the rally emergency action to take.

Emergency Speeds

In the event of inclement weather or other conditions, emergency speeds may be invoked in writing at an open control. Emergency Speeds constitute an increase in Leg Times. They apply until canceled at an open control. Other types of Emergency Speeds may be specified in the general instructions for the event.

Landmarks

A landmark is an object along the course identified in the route instructions without quotation marks. Each landmark must be defined in the Glossary or accompanied by official mileage or sign. The sign identifying a landmark need not be attached to the landmark, but the identification will be obvious. Terms defining landmarks in the Glossary will be used only in the sense defined.

Time Allowances

A time delay or time allowance is automatically allowed. No penalty may be assessed for their use. Normally, a delay is requested in one minute intervals, starting with ½ minutes (1/2, 1-1/2 etc.). Delays within sight of the control workers are deemed witnessed by the control workers, and may be for the exact amount of the delay. The request for a time allowance must be submitted in writing to the control crew prior to receiving your time or critique slip.

ITEM 13 GLOSSARY

Acute	Turn in the indicated direction from 100° to 179°
At	"In the vicinity of" for actions that direct a course of travel; "even with" for other actions, including speed changes(CAST), mileage, pauses, etc.
Bear	A turn in the direction indicated from 10 to 80 degrees.
Before	In sight of and prior to the referenced navigational aid.
Blinker	A warning signal at an intersection or rail road crossing which the contestant is obliged to obey. The blinker consists of a light or lights, usually red or yellow, operating in a fixed sequence of on and off. For rally purposes, only one blinker may exist at an intersection or rail road crossing. The blinker may or may not be operating.
CAST	Change, continue, or commence average speed to.
Control	The timing line of an open or passage control as identified by a checkpoint sign or an observation control as identified by an OBS sign, or a DIYC as identified in an instruction.
Crossroad	An intersection of exactly four roads from which a road goes to the left, a road goes to the right, and a road goes generally ahead.
DIYC	Do-It-Yourself Control
Free Zone	A specified part of the timed rally route in which there are no open or passage controls. No penalties will be assessed for stopping within the confines of a free zone.
Gain	To make up a specified time during passage of a specified or implied distance. The gain time is subtracted from the time required at the given average speed to traverse the distance. The distance in which a gain is operative is a free zone.
GI	General Instruction
Intersection	Any meeting of existent roads (without regard to route designation, surface condition or other characteristics unless such render the road non-existent) at grade level from which the rally vehicle could proceed in more than one direction without making a U-turn.
Left or L	Turn to the left from 10° to 179°.
Leg	The part of a rally route extending from an assigned starting point to the next timing control.
LRI	Lettered Routed Instruction
NRI	Numbered Route Instruction
OIM	Official Interval Mileage
OM	Official Mileage
Opportunity	**A** place at which the specified action could be executed.

Pause	To delay a specified time at a named point or during passage of a specified or implied distance. If no named point or distance is given, the pause should be executed at the first opportunity. The pause time is added to the time required at the given average speed to traverse the distance. The distance in which a pause is operative is a free zone.
Paved	A road having a hard surface such as concrete, brick, macadam, etc.
Right or R	Turn to the right from 10 to 179 degrees.
RRRs	The ***RoadRally*** rules
Section	Any part of a rally route at the beginning of which the official mileage is zero and at the end of which the OM ends or reverts to zero.
Sideroad	An intersection of exactly three roads from which a road goes to the left or to the right, but not both, and a road goes generally ahead
Stop	An official octagonal stop sign at which the rally vehicle is required to stop.
Straight	Proceed within plus or minus 10 degrees of directly ahead at an intersection.
T	An intersection of exactly three roads having the general shape of the letter T as approached from the base by the contestant. It is not possible to execute the instruction straight at a T.
TA	Time Allowance
Traffic Light	**A** fixed signal light alternating red and green (and frequently including yellow as a transition between green and red) used at an intersection to regulate traffic and which controls the rally vehicle. For rally purposes, only one traffic light may exist at an intersection. A traffic light may be set to operate as a blinker, although it will not be referenced as such, or may not be operating.
Transit Zone	A part of a rally route in which there are no timing controls and in which no specific speed need be maintained. Either an exact time for passage or a restart time from the end of the transit zone must be given. An approximate distance for the length of the transit zone is desirable.
Turn	Change direction by more than 10 degrees at an intersection. A turn instruction cannot be executed if the instruction straight would take the contestant the same way.
U-Turn	Change direction 180 degrees.
Unpaved	A road having a non-hard surface such as broken stone, gravel, dirt, etc
Y	An intersection of exactly three roads having the general shape of the letter Y as approached from the base by the contestant. It is not possible to execute the instruction straight at a Y.
Yield	An official triangular yield sign at which the rally vehicle is required to yield.

APPENDIX A1 – SAMPLE FLYER

DETROIT REGION SCCA PRESENTS

THUMBS UP-2008

ROAD RALLY BEGINNERS WELCOME
NOVEMBER 8, 2008

THIS EVENT WILL COUNT TOWARD THE DETROIT REGION, CEN-DIV & SCCA RALLY CHAMPIONSHIPS.

Thumbs Up will be similar to last years event, with the similar speeds. Starting in the afternoon allows us to use some great roads that have too many horses in the daytime. It will take contestants over some 220 miles of roads in Michigan's thumb area. Because many of Michigan's most interesting and little traveled roads for rallying are unpaved, much use will be made of unpaved roads. All of the roads chosen will be usable at rally speeds in the average family car. Only well maintained, reasonably smooth, roads have been chosen (the rallymaster doesn't want to hurt his car either).

The event will follow the 2008 SCCA Road Rally Regulations for Tour rallies. Mileages will be given frequently to help prevent anyone from leaving the course. Two breaks, with time of day restarts, will be used to keep the rally together and on time. The ability to stay consistently on time, be alert at all times, and the ability to develop and maintain an accurate correction factor will challenge both the driver and navigator.

TENTATIVE SCHEDULE

WEDNESDAY, OCTOBER 29, 2008	Draw for car numbers and mail Generals
SATURDAY, NOVEMBER 1, 2008	Early Entry Deadline
SATURDAY, NOVEMBER 8, 2008	
noon-1:00 PM	Registration & Safety Inspection
12:41 PM	Car # 1 Receives Route Instructions
1:01 PM	Car # 1 Starts Rally
5:30 PM	Car # 1 Finishes (approx.)
6:30 PM	Preliminary results posted
7:00 PM	Awards presented

HEADQUARTERS: Burger King, Imlay City, MI (I-69 & M-53), 810-724-2248
REGISTRAR: Marianne Mickle, 6715 Chatsworth, Shelby Twp, MI 48316-4318, 810-739-6565
CHAIRMAN: Marianne Mickle, 6715 Chatsworth, Shelby Twp, MI 48316-4318, 810-739-6565
RALLYMASTER: Jim Mickle, 810-739-6565, E-mail: JimMickle@juno.com
ENTRY FEES: Rec'd by 11-2: $25 After 11-2: $30 (Make checks payable to Detroit Region SCCA)
Motels in Imlay City: Super 8 810-724-8700, Imlay City Motel 810-724-5295, M-53 Motel 810-724-2845

APPENDIX A2 – SAMPLE GENERAL INSTRUCTIONS

GENERAL INSTRUCTIONS

Thumbs Up Road Rally
November 9, 2008

This is an SCCA TSD (Time/Speed/Distance) Road Rally. The object of the competition is to follow the prescribed course and to arrive at each control (checkpoint) exactly when you are due, neither early nor late.

These General Instructions, and any supplements, combined with the 2008 SCCA Road Rally Rules, are the regulations for this event.

SCHEDULE OF EVENTS

Noon-1:00 PM	Registration & Safety Inspection
12:41 PM	Car # 1 Receives Route Instructions
1:01 PM	Car # 1 Starts Rally
2:01 PM	Car # 1 Starts Part 2
3:01 PM	Car # 1 Starts Part 3
5:30 PM	Car # 1 Finishes (approx.)
6:30 PM	Results posted (approx.)
7:00 PM	Awards presented (approx.)

COMMITTEE

CHAIRMAN	Marianne Mickle	810-739-6565
RALLYMASTER	Jim Mickle	810-739-6565
CONTROLS	Tom Woodside	810-828-3438
REGISTRAR	Marianne Mickle,	6715 Chatsworth, Shelby Twp, MI 48316-4318

START LOCATION Burger King at M-53 and I-69 in Imlay City
FINISH LOCATION Tietz Family Restaurant, 430 East Capac Rd.. Imlay City

COURSE The course will take the contestants through the thumb area of Michigan. The rally will be approximately 220 miles long. Both paved and unpaved roads will be used, with an approximately 25/75% ratio of paved to unpaved. The unpaved roads can be traversed at rally speeds in the average rental car without damage. Your ability to stay exactly on time will be the determining factor in winning. The course was measured continuously, at rally speeds, in a 1997 Pontiac Sunfire with Goodrich Touring TA radial tires inflated to 32 psi. Mileage at intersections was taken at the apex (center) unless a stop or yield sign is referenced, in which case it was measured at the sign. Weather was clear, temperature approximately 50 F. The 1/1000 reading Timewise odometer was driven by the left rear (non-driven) wheel. All official mileage will be given to .001 and all leg times were based on mileage to .001. Mileage was forced to the even 1/100 at the out markers. The rally course may enter or leave a driveway or parking lot if so specified in a route instruction.

Start the rally at 1:00 p.m. plus your car number in minutes, at the point described in the route instructions. Route instructions may be obtained from registration 20 minutes prior to your out time.

ROUTE INSTRUCTIONS The route instructions are divided into three parts. Instruction numbers will start at 1 in each part.

RESTARTS There are two breaks scheduled, where there will be time of day restarts, at the Burger King in Imlay City. Details are in the route instructions.

FREE ZONES In addition to any free zones specified in the route instructions, the following are also free zones: Paved roads, the first .02 miles of unpaved after leaving paved, and all portions of the course with an even (30, 34, etc.) CAST. The surface of a paved bridge on an otherwise unpaved road is considered unpaved and is not a free zone.

CONTROLS A checkpoint sign identifies the timing line of an open CONTROL. An example of the signs to be used will be on display at registration. Each car will be timed as the front wheels cross the timing line. Stop beyond the CONTROL vehicle where it is safe to do so. --NOT AT THE CHECKPOINT SIGN!!-- One member of your crew is to return to the control vehicle on foot to receive a sticker with your in time at the CONTROL and your out time for the next leg and a leg slip. The leg slip will contain the following information: control number, official mileage at the timing line, official leg time for the previous leg, active numbered route instruction as you leave the timing line, CAST (the speed to begin the next leg), official mileage and description of reference marker (out marker), official call back mileage (the maximum official mileage by which you should encounter another control), and special instructions (if any). After placing the sticker on your score card in the next open position, start the next leg at your assigned out time. Timing will be from out marker to timing line. Clocks will be set to local time referenced to WWV.

Do not argue with the CONTROL workers. In case of dispute, ask the CONTROL workers to make a note of your claim. Take your claim up with the Chairman at the end of the Rally. Timing disputes within 0.03 minute will not be considered.

Creeping is defined as going less than 50% of assigned rally speed in sight of control workers when not in a free zone, unless required to do so by the route instructions, or by a STOP or YIELD sign. The control captain's decision will be final. There will be no wave in. There is no penalty for the first instance of creeping. The next instance will be penalized 10 points. The third and subsequent instances will be penalized 100 points each. If the control captain determines you are creeping, it will be noted on your sticker and in the control log.

CLASSES: Per the RRRs (Equipped, Limited, Stock) plus Novice.

Novice: Any team where the total number of rallies run by the driver and navigator combined does not exceed six (6). Equipment limitations are the same as Stock Class.

CLAIMS Claims will be handled per the SCCA regulations for Tour Rallies. The claim fee is $10.00 and will go to the region if the claim is denied.

BOUGHT TIME (Time Allowances) In the interest of safety, bought time will be permitted. There will be no penalty for the use of bought time. Your bought time request, using the supplied forms, must be submitted in writing to the control crew prior to your receiving your time sticker or leg slip. The top part of the two part form is to be submitted to the control crew. The second part is to be retained and turned in with your score card. The total amount of bought time will be limited to 19.50 minutes for each part of the event. You must restart after the breaks at your assigned out time. A team may not use more than six (6) bought time delays for the event.

SCORING You are requested to calculate your leg times (not scores) on the score cards before turning them in to the rally officials at scoring. If you have any bought time or delay on a leg, include it in your calculations and identify it as such. Ties, if any, will be broken using the procedure in the SCCA Road Rally Rules.

CHAMPIONSHIPS In addition to the Detroit Region Road Rally Championship, this event will count toward the Central Division Road Rally Championship and SCCA Rally Championship.

APPENDIX A3 – SAMPLE ROUTE INSTRUCTIONS

Thumbs Up Road Rally
Detroit Region, SCCA
November 9, 2008

Route Instructions

0.000	1. Zero odometer at “Exit Only Thank You” at end of driveway. Left onto M-53 South. Begin tire warm-up. Begin 30.00 minute transit zone.
.327	2. Right onto West Interstate 69.
1.254	3. “Blacks Corner Rd”.
4.365	4. “Attica Exit 163”.
5.613 / 0.00	5. Stop. End tire warm-up. Zero odometer. Begin odometer calibration run. Left.
2.509	7. Right at Stop at T on Sutton.
3.502	8. Right at Sideroad (Lake George).
4.490	9. Straight at Stop.
9.300	10. Straight at Traffic Light at M-53.
12.205 / 0.00	11. End odometer calibration run at “Corneil”. Zero odometer. CAST 41. End Transit Zone. Free Zone to next instruction.
.250	12. Right. (Bowman)
3.782	13. Right at Stop at Lake Pleasant.
6.891	14. Left at crossroad.

(…….and so on until you cross a control point.)

9.251 / 0.00	20. Sawmill Rd. (Zero odometer and begin Leg 2)
.987	21. Right after Dog Run Rd.

(…. and so on)

APPENDIX A4 – CONTROL WORKER INSTRUCTIONS

CONTROL WORKERS INSTRUCTIONS

1. Enclosed are the following
   (a) Regulations for the event
   (b) Control Stickers
   (c) Control Log sheet
   (d) Route instructions with control location information (Rallymaster Version)
   (e) Map(s) showing your control location

2. Locate the timing line for your control. Place the control sign here so that approaching rally traffic will see it. If the remote trips are used, place the box attached to the remote hose behind the sign and string the hose out into the road. Park your car in a safe location beyond the timing line. Move as far down course as possible with the wire supplied. Yours should be the first car after the control sign. Pull as far off the road as possible, facing rally traffic.

3. Record the time-in (in hours, minutes and hundredths of a minute) on the control log and the left half of the timing sticker. Record time-out, no less than 2.00 minutes after time in, ("drop the hundredths and add 3") on the log and right half of the sticker.
   For example: Time-in = 11:31.24 Time-out = 11:34.00
   Time-in = 1:59.01 Time-out = 2:02.00
   There may be cases when a longer time is required, you will be told the amount to add. However, <u>be sure not to give the same time-out to two cars,</u> even if this means holding up one or more cars.

4. If a car slows to less than 1/2 of the assigned CAST or stops within sight of the control, unless required to do so by the route instructions, they are **creeping**. This is a violation of the regulations. If you are sure that this occurred, write **creeping** on both the sticker and the control log. Additional information on the control log will also be helpful in determining what penalty to assess.

5. If for any reason (such as a breakdown in timing equipment) you are unable to record a time-in for any or all cars, make sure you assign a time-out anyway, so that the next leg can be scored. In such an event, initial the left half of the sticker and write the time-out in the right half, as usual.

6. If there are any timing disputes, listen to what the contestant has to say. But if you think you're right, be firm. If you change any times, issue a new sticker. You must initial any changes on a sticker. If a timing or other dispute can not be resolved on the spot, make an appropriate note on the timing log. Do not miss timing the next car, because you are having a discussion with the preceding one!

7. As one member of the competing crew approaches your control car: Confirm or clarify his car number, hand him/her the sticker you prepared with his/her times, and issue a critique slip for the leg. When you were set up, you were given control open, first car due, and control closing times. **These times must be observed unless a rally official directs you otherwise.**

8. If your control is after a DIYC, you must record the competitor's DIYC time on a separate log and initial his DIYC time on his score card **before** giving out the critique slip.

9. Remember -- the success of the event is up to you

APPENDIX A5 – SAMPLE LEG SLIPS

CONTROL: 1
LEG TIME: 31.20
MILEAGE: 0.746
NEXT INSTR: 15
CAST: 37
OUTMARKER: "SMITH" AT .810/.810
CALLBACK: 3.55 (miles)
SPECIAL INSTR: None

LEG CALCULATIONS:

MILES	CAST	END	LEG TIME	PAUSES	TOTAL
0.000	00	0.000	0.0000	30.0000	30.0000
0.000	37	0.746	1.2097		31.2097

CONTROL: 2
LEG TIME: 3.56
MILEAGE: 2.700
NEXT INSTR: 19
CAST: 37
OUTMARKER: STOP at next instruction at 2.785/2.780
CALLBACK: 11.42
SPECIAL INSTR: None

LEG CALCULATIONS:

MILES	CAST	END	LEG TIME	PAUSES	TOTAL
0.810	37	2.700	3.0649	.5000	3.5649

CONTROL: 3
LEG TIME: 7.32
MILEAGE: 7.671
NEXT INSTR: 25
CAST: 37
OUTMARKER: "one lane bridge" on left at 7.748/7.750
CALLBACK: 17.33
SPECIAL INSTR: None

LEG CALCULATIONS:

MILES	CAST	END	LEG TIME	PAUSES	TOTAL
2.780	37	4.426	2.6692		2.6692
4.426	50	7.048	3.1464	.5000	6.3156
7.048	37	7.671	1.0103		7.3259

APPENDIX A6 – SAMPLE ENTRY FORM

SPORTS CAR CLUB OF AMERICA, INC.

ROAD RALLY ENTRY FORM

EVENT NAME_____ DATE _____ CAR # _____

DRIVER _____ NAVIGATOR _____

ADDRESS _____ ADDRESS _____

_____ _____

PHONE (____) _____ PHONE (____) _____

Email _____ Email _____

REGION/NUMBER _____ REGION/NUMBER_____

SCCA MEMBER Yes No # _____ SCCA MEMBER Yes No # ____ _____

Minor? Yes No Minor? Yes No

Drivers license #/state _____

VEHICLE YEAR, MAKE, MODEL_____

COLOR _____ LICENSE _____ STATE _____ INSURANCE CO_____

CLASS ENTERED (please circle) EQUIPPED LIMITED STOCK

I hereby warrant that the above entered vehicle is on the road legally, is being used by the entrant with the owner's permission, and is covered by liability insurance of not less than $20,000/40,000/10,000, or the minimum requirements in the state of registry, whichever is higher. I further warrant that the vehicle is in safe operating condition and that the safety items listed below have been checked and are in good working order.

Entrant/Owner's signature _____

The driver warrants that she/he is in possession of a valid operators license.

Driver's Signature _____

How did you learn about this event? _____

Entry Fee _____ Paid _____ Date Rec'd _____ Generals Mailed _____

VEHICLE INSPECTION:

The following items must be in proper working order:

_____ Headlights (HI/LO beams)
_____ Parking, tail, directional and stop lamps
_____ Horn
_____ Windshield wipers and washers
_____ Rear view mirrors
_____ Foot Brake
_____ Parking Brake
_____ Tires (condition of sidewall and tread)
_____ Seat belts (securely installed for driver and all passengers)