

Autodromo Nazionale Monza – June 23rd / 25th 2023
COMMUNICATION TO THE PARTICIPANTS

Date: May 25th, 2023

Document: V1

Subject: General information to the Concurrents

From: Organizer

To: All Competitors/Drivers of all categories

Categories: CIGTSprint IF4C CISP CIVCAS Mini Challenge BMW M2

Pages: 10

Attachments: 0

INDEX [click on the title for direct link]

A. EVENT REGISTRATION

B. FREE PRACTICE SESSIONS

C. GARAGE

1. GARAGE RESERVATIONS
2. COSTS
3. PAYMENT
4. KEYS' PICKUP AND RETURN
5. SECURITY PROVISIONS WITHIN THE GARAGES
6. GARAGE & PIT CLEANING

D. TIMETABLE OF THE EVENT

7. TIMETABLE
8. ADMINISTRATIVE CHECKS
9. TECHNICAL SCRUTINEERS
10. TEAM MANAGERS AND DRIVERS BRIEFING
11. TRUCK EXIT – STRUCTURES DISMANTLING

E. EVENT LOGISTICS

12. CIRCUIT ENTRANCE
13. PASS DISTRIBUTION FOR COMPETITORS AND SERVICES
14. GRID ACCESS
15. ACCREDITATION CENTRE
16. TRANSPONDERS' DISTRIBUTION
17. MEDIA CENTRE
18. OFFICIAL NOTICEBOARD

19. RANKINGS' DISTRIBUTION

20. RADIO FREQUENCIES

F. CIRCUIT LOGISTICS

21. OVERNIGHT STOP AT THE CIRCUIT
22. TELEVISION SIGNAL DISTRIBUTION
23. AUDIO-VIDEO BROADCASTS
24. PADDOCK ACCESS: REGULATION FOR SET-UPS AND TEMPORARY STRUCTURES' CERTIFICATION
25. TRUCK WASHING
26. MUNICIPAL BILLBOARD TAX
27. WI-FI AREA
28. NOISE HOURS LIMIT
29. MISCELLANEOUS SERVICE REQUESTS
30. HOSPITALITY LOUNGES RENTAL
31. OPENING HOURS: RESTAURANT - BAR – CATERING
32. INTERNAL FUEL DISTRIBUTOR

G. SAFETY INFORMATION FOR EVENT PARTICIPANTS

33. SAFETY-RELATED INFORMATION FOR EVENT PARTICIPANTS (TEAM)
34. WASTE DISPOSAL

H. SPECTATORS/PUBLIC ENTRANCE

I. CIRCUIT HOURS AND CONTACTS

To operationally facilitate the pre-race management of the various categories involved, Mr. Competitors / Drivers are strongly requested to scrupulously follow the current F.I.A. / A.C.I. sporting rules, as well as the provisions of this circular, regarding:

A) EVENT REGISTRATION

REGISTRATIONS TO INDIVIDUAL SCHEDULED RACES

Attention

RACE ID FOR PRE-REGISTRATION:

Typology	Race ID
C.I.Gran Turismo Sprint	22695
C.I.Sport Prototipi	22695
Italian Formula 4 Championship	22695
BMW M2 CS Racing Cup Italy	22695
Mini Challenge	22695

Typology	Race ID
C. I. Velocità Circuito Auto Storiche	22677

All entries and payments must be received before Thursday June 15th 2023.

The registration must be made as follows:

Competitors/Drivers with an italian license:

Apply for the on-line "pre-registration" procedure on the [ACI website](#) (procedure info: [Aci Sport](#)).

Please note that the pre-registrations will no longer be visible nor editable by the competitor, once taken in charge by the organizer. Moreover, a competitor with an Italian license may enter drivers with foreign licenses in the race.

To validate the pre-registration (even if accepted by the organizer), the concurrent must send also a copy of the payment.

Also, the Competitor/Conductor must send:

- Copy of the payment of the event entry fee;
- Renewal of any expired documents (medical examination and/or ACI association);
- In case of an underage driver, [self-certification of parental authority](#) and copies of the identity documents of both the underage and his parents.
- Invoicing model duly filled in, to be downloaded in excel format from this [link](#).

Please note that any qualification required for driving the car must be reported on the license and appear in the ACI portal.

Once applied for the pre-registration, do not send the registration, unless giving reasons for sending it.

Competitors/Conductors with foreign license:

Download the forms from www.acisport.it, duly fill out and forward them together with the following documents:

- Competition entry form
- Valid Competitor and Driver(s) licenses (front and back);
- Copy of payment of the event entry fee;
- ID copy;
- Medical Fiche (in case it is not shown on the license);

- Authorization to take part to the race issued from the relative ASN (mandatory in case it is not shown on the license itself);
- In case of an underage pilot, [self-certification of parental authority](#) and copies of the identity documents of both the underage and his parents.

All the above documentation can be forwarded either via:

- Online guided procedure: [link](#) (recommended procedure)
- or
- email to: sportivo@monzanel.it and sessa@acisportspa.it

Registration fees can only and exclusively be sent by bank transfer to:

SIAS Autodromo Nazionale Monza
 INTESA SANPAOLO S.P.A. – Filiale N. 02631 - PIAZZA TRENTO E TRIESTE, 10 - 20900 MONZA (MB)
 ABI: 03069 - CAB: 20407
 Codice IBAN: IT 39 D 03069 20407 000003769132
 BIC/SWIFT: BCITITMM

Specifying: 1) Name of each driver;
 2) Type of Championship/Trophy/Cup participating to;
 3) Kind of services purchased.

We remind you that the above mentioned invoicing form must be filled out for each payment.

The registration fee amounts are as follows:

Typology	Costs	VAT	Total
C.I. Gran Turismo Sprint Classe GT3	€ 1.700,00	€ 374,00	€ 2.074,00
C.I. Gran Turismo Sprint Classe GT Cup	€ 1.450,00	€ 319,00	€ 1.769,00
BMW M2 CS Racing Cup Italy [1]	€ 1.450,00	€ 319,00	€ 1.769,00
Mini Challenge (Mini John Cooper Works F56 EVO)	€ 1.050,00	€ 231,00	€ 1.281,00
Mini Challenge (Mini John Cooper Works F56 PRO-LITE)	€ 840,00	€ 184,80	€ 1.024,80
C.I. Velocità Circuito Auto Storiche	€ 630,00	€ 138,60	€ 768,60

[1] Including n. 2 25' Free Practices Sessions

B) FREE PRACTICE SESSIONS

The amounts of the free practices' fees are as follows:

Typology	Duration	Taxable	VAT	Total
C.I. Gran Turismo Sprint	45'	€ 315,00	€ 69,30	€ 384,30
Mini Challenge	25'	€ 175,00	€ 38,50	€ 213,50
C.I. Velocità Circuito Auto Storiche	30'	€ 150,00	€ 33,00	€ 183,00

Free practice sessions must be paid by bank transfer together with the registration.

To access the track, send the duly filled out [liability waiver](#) before Thursday June 15th 2023 (available also the [liability waiver](#) for minors, to be sent together with the id documents of both the parents/tutors and the minor), either via:

- Online guided procedure: [link](#) (reccomended procedure)
- or
- email to: sportivo@monzanet.it

C) GARAGE

1) GARAGE RESERVATIONS

The garage reservation request must be sent before Thursday June 15th 2023, either via:

- Online guided procedure: [link](#) (recommended procedure, see paragraph A)
- or
- mail to both sportivo@monzanet.it and sessa@acisportspa.it, where the following info must be indicated:
 - a) Name of the Team and invoicing data;
 - b) Number and type of garage;
 - c) Race numbers of the entered cars, together with the relative category;
 - d) Name, surname and phone number of a team responsible.

Garage reservations will not be considered unless submitted at the same time as the registration.

The assignment of the garages will be made by ACI Sport, which will communicate it to the Racing Office of Autodromo Nazionale Monza.

2) COSTS

The cost for the entire Weekend (Friday, Saturday, and Sunday) of each garage is as follows:

Typology	Cost	VAT	VAT 22%	Total
Single [21 x 4m]	€ 1.000,00	Italian	€ 220,00	€ 1.220,00
		Foreign	/	€ 1.000,00
Single [21 x 4m] + Half [10 x 4m]	€ 1.700,00	Italian	€ 374,60	€ 2.074,00
		Foreign	/	€ 1.700,00

3) PAYMENT

Payments can only be made in advance by Bank Transfer to the same bank details as the registration payment above, immediately after having received confirmation of the garage assignment.

4) KEYS' PICKUP AND RETURN

The garages will be made available as of 09.00 am on Thursday June 22nd 2023.

Keys can be collected at the Security Point (ph. 039 2482241), located at the entrance of paddock 1, upon completion of the relative forms.

5) SECURITY PROVISIONS WITHIN THE GARAGE:

- It is forbidden to either smoke or the usage of open flames inside the garages;
- It is forbidden to deposit inside the garages flammable materials (gasoline, etc.), which must be stored outdoors;
- Leave fire hydrants, fire extinguishers and any other fire-fighting equipment visible and accessible;
- Ensure that emergency exits, transit areas and escape routes are fully accessible, avoiding any obstruction;
- Deposit waste oils in the appropriate containers located at different points inside the Circuit;
- In case of accidental spills of flammable liquids, oils or substances that may make the pavements slippery, promptly remove and clean them.

6) GARAGE & PIT CLEANING

- It is prohibited to leave tires both inside and outside the garage at the end of the event;
- It is forbidden to apply stickers of any kind to the garage floor;
- Before returning the keys, garages must be freed of any material not present at the arrival;
- At the end of the event, any tape placed on the floor of the pit lane must be removed, to have a clean surface.
A fine of € 150 will be applied if the tape is not removed properly.

We remind you that there is a ban on the abandonment of special waste inside Autodromo Nazionale Monza.

Special waste (such as tires, carpeting, elastomers, batteries, brake discs, empty gasoline drums) must be removed from the facility and disposed of at the Customer's expense. Any cost of restoration and disposal will be charged by Sias S.p.A. to the responsible parties. Exhausted oils must be deposited in the appropriate containers located at various points within the paddock. Normal waste must be recycled in the appropriate bins located outside the garages.

D) TIMETABLE OF THE EVENT

1) TIMETABLE

The provisional timetable of the event will be published both on www.acisport.it and <https://www.monzanet.it/en/>.

2) ADMINISTRATIVE CHECKS:

The administrative checks will be held exclusively digitally. It is recommended to all Concurrents to send all mandatory documents (see paragraph A) on time, so that the Competitor and Drivers need not be prevented from entering the Circuit.

It is scheduled in the timetable a session of administrative checks in presence, uniquely reserved to manage eventual pendings, which will be held on Friday June 23rd 2023 from 09.00 am to 11.00 am at the racing offices located at the Race Control Tower (paddock stair block n. 1).

3) TECHNICAL SCRUTINEERS:

As per regulations, pre-race scrutineering will be conducted in presence accordingly with each category's sporting regulation. Only the Clothing Declaration (DA) must be sent to the Organizer before Thursday June 15th 2023 (to be downloaded from acisport.it).

The documents can be forwarded either via:

- Online guided procedure: [link](#) (recommended procedure - see paragraph A)
- or
- email to: certificazionitecnicheauto@gmail.com, labeling the file "category_race number_Driver's name_Kind of document" (eg: *CIGTsprint_99_Rossi-Mario_DA*)

Submissions and files that do not comply with the above will not be considered.

4) TEAM MANAGERS' AND DRIVERS' BRIEFING

The briefings will be held at room n. 17, placed at the 1st floor of the race control tower, paddock stair block n. 4.

5) TRUCK EXIT - DISMANTLING STRUCTURES

We remind all participants that the dismantling of structures and the movement of vehicles may take place - for safety reasons - only at the end of the last scheduled race.

E) EVENT LOGISTICS

1) CIRCUIT ENTRANCE

Access to the Paddock is free and in compliance with the legislative provisions in force at the time.

Entry to the circuit is permitted:

- | | | |
|--|--|---------------------------|
| - A entrance - Vedano | every day | from 07.00 am to 08.30 pm |
| - B entrance - Santa Maria alle Selve (Biassono) | Monday - Tuesday | from 07.00 am to 08.30 pm |
| | Wednesday - Sunday | from 07.00 am to 12.00 pm |
| | (on call after 12:00 pm - ph. 039 2482241) | |

2) PASS DISTRIBUTION FOR COMPETITORS AND SERVICES

Access to the Paddock is free, so only Service Passes (no "Paddock" passes) will be provided (Pit Lane and Pit Wall, Media, etc.).

The distribution of Service Passes for Competitors will be carried out at the Security Point (ph. 039 2482241), located at the entrance of paddock 1:

- For IF4C teams, from Wednesday June 21st 2023;
- For the other teams, from Thursday June 22nd 2023.

3) GRID ACCESS

Everyone is allowed on the grid with the limitation of access to children under 16 years of age.

4) ACCREDITATION CENTRE

The accreditation centre, located in Via C. Cattaneo 88c, Lissone, will observe the following hours:

- ~~Friday June 23rd 2023~~ ~~from 08.00 am to 06.00 pm~~
- Saturday June 24th 2023 from 08.00 am to 06.00 pm
- Sunday June 25th 2023 from 08.00 am to 03.00 pm

Team/clients may use the delivery service for a maximum of 10 envelopes, which must:

- Be closed;
- Carry the sender (team/client) name;
- Guest's name and surname;
- Name and number of a representative to be contacted in case of need;
- Number of Parking Pass/Tickets contained in the envelope.

It is further requested to fill out a form reporting an alphabetically ordered list of the envelopes and a space for the signature of the collector (it is compelling to show an ID document).

5) TRANSPONDERS' DISTRIBUTION

Transponders must be collected by the Team Representative at the timekeeping room, located at the 1st floor of the Race Control Tower (paddock stair block n. 1) at the following times:

- Wednesday June 21st 2023 from 02.00 pm to 07.00 pm for IF4C teams
- Thursday June 22nd 2023 from 02.00 pm to 07.00 pm
- Friday June 23rd 2023 from 08.00 am to 07.00 pm

Transponders must be returned at the end of the relative race to the timekeeping room within Sunday June 25th h 07.30 pm.

6) MEDIA CENTRE

Opening hours:

- Thursday June 22nd 2023 from 09.00 am to 06.00 pm
- Friday June 23rd 2023 from 08.00 am to 08.00 pm
- Saturday June 24th 2023 from 08.00 am to 08.00 pm
- Sunday June 25th 2023 from 08.00 am to 08.00 pm

Ph: +39 039 2482 402; e-mail: press@monzanel.it; MEDIA ACCREDITATION: Matteo Losa - losa.ext@monzanel.it

7) OFFICIAL NOTICEBOARD

The Official Notice Board will only and exclusively be Virtual and will be active from Thursday June 22nd 2023 on the Sportity platform (https://webapp.sportity.com/channel/ARW_23) using the code "ARW_23".

8) RANKINGS' DISTRIBUTION

No paper copies of the rankings will be distributed. These will be available at the following links:

- <https://livedataacisport.perugiatiming.com>
- ACI Sport <http://acisport.it/it/home>

9) RADIO FREQUENCIES

Please note that each participating team that will use frequencies and radio equipment must apply for the temporary license for use within June 16th 2023 [see [link](#)].

F) CIRCUIT LOGISTICS

1) OVERNIGHT STAY AT THE CIRCUIT

The overnight stay at the Circuit of Motorhomes, campers, or appropriately equipped vehicles is allowed in the dedicated spaces.

2) TELEVISION SIGNAL DISTRIBUTION

Please note that the [distribution of television signals](#) inside the garages and the paddock of the Circuit is in digital terrestrial format. You are requested to tune your equipment to receive the TV signal distributed inside the Circuit.

3) AUDIO-VIDEO BROADCASTS

We remind to all those who will use during the event audio and / or video equipment within their hospitality / tensile structures etc... that there is the obligation to pay SIAE rights (form to be downloaded at the following [link](#)).

For info: monza@mandatarie.siae.it.

4) PADDOCK ACCESS: REGULATION FOR SET-UPS AND TEMPORARY STRUCTURES' CERTIFICATION

From Wednesday June 21st 2023, paddock areas will be declared "Working Areas" for all the period of set-up/dismantling of all temporary structures.

Work operators must register to the Security Point (tel. 039 2482241) and receive an access pass, in order to access the paddock.

Furthermore, each team/client's legal representative must scrupulously adhere to what dictated in the document "[Safety&security information V05](#)".

Transportation of materials and/or movement of heavy vehicles are not allowed during night hours unless specifically authorized by the Circuit Management.

During the weekend, access to the main paddock for loading and unloading of materials will only be allowed for a maximum duration of 45 minutes with the issuance of a delivery pass, to be requested at the Security Point.

5) TRUCK WASHING

Truck & material washing is allowed only within the area identified as the “washing area” ([link](#)).

6) MUNICIPAL BILLBOARD TAX

All those who wish to expose banners, flags, etc. visible from the outside will have to pay the municipal billboard tax, which amounts to € 5,268 per square meter. For info: sportivo@monzanel.it.

7) WI-FI AREA

Wi-Fi connections inside the garages can be activated upon request for exclusive use only (see the form: [link](#))
The request must be made before Tuesday June 13th 2023.

8) NOISE HOURS LIMIT

It is mandatory to comply with the following hour limit: 08.30 am – 07.00 pm.

9) MISCELLANEOUS SERVICES REQUESTS

Requests for miscellaneous services (Facility Rental, Vigilance Services, Dedicated Internet Lines, etc.) may be directly forwarded to the supplier present in the following list ([link](#)), with sportivo@monzanel.it cced.

10) HOSPITALITY LOUNGES RENTAL

For info about customizable hospitality lounges, with the possibility of tailored catering service, contact:

- emiliani@monzanel.it
- oliva.ext@monzanel.it

11) OPENING HOURS: RESTAURANT - BAR – CATERING

- Self-Service Restaurant (Pits building, paddock stair block n. 5): June Thursday 22nd – Sunday 25th 2023 for teams and clients on reservation (opened to the public as well on Saturday and Sunday).
- Bar service (located at the commercial village outside the paddock): everyday from 08.00 am to 06.00 pm.

For reservations and info:

Food and Party Design srl – Mr. Gianmario Saroni

Mobile +39 393 30 37 052 – e-mail: s.gianmario@foodpartydesign.it

12) INTERNAL FUEL DISTRIBUTOR

There is a 98 and 100 octane fuel station inside the Circuit.

Payment: Self Service with Cash and credit cards.

For invoicing info, refer to the personnel present at the time of the purchase.

G) SAFETY INFORMATION FOR EVENT PARTICIPANTS

1) SAFETY- RELATED INFORMATION FOR EVENT PARTICIPANTS (TEAMS)

The safety provisions to be followed inside the Circuit are outlined in the section “Corporate Documentation” in the website <https://www.monzanet.it/en/corporate-documentation/> and as a further communication to the participants on the Aci Sport Website of which Teams must take mandatory notice.

2) WASTE DISPOSAL

We remind you that there is a ban on the abandonment of special waste inside Autodromo Nazionale Monza as specified in article 9 of the general regulations, fully consultable at the following link: <https://www.monzanet.it/en/corporate-documentation/>

H) SPECTATORS/PUBLIC ENTRANCE

Entrance to the event for the public is free.

It is allowed the access to the parking areas with either a parking pass or a parking ticket, to be purchased at the following prices:

- June Saturday 24 th 2023:	€ 15,00
- June Sunday 25 th 2023:	€ 15,00
- Minibuses:	€ 30,00
- Motorcycles:	€ 5,00
- “2-days pass” for teams	€ 20,00

(on sale only at the info shop – commercial village area)

Please remember to check on the website <https://www.monzanet.it/en/> the grandstands accessible free of charge by the public.

I) CIRCUIT HOURS AND CONTACTS

Autodromo Nazionale Monza
SIAS Spa
Via Vedano n. 5 – 20900 Monza – MB –
Tel +39 039 24821
Email: infoautodromo@monzanet.it
Website: <https://www.monzanet.it/en/>
General Opening Hours: [link](#).

The documents listed in the present document can entirely be found on and downloaded from the following online folder: [link](#).

It is trusted that everyone will cooperate fully so that the management of the event will run smoothly.

The Racing Office