

Autodromo Internazionale del Mugello – 29<sup>th</sup>, 30<sup>th</sup> September and 1<sup>st</sup> October 2023

## COMMUNICATION TO PARTICIPANTS

Data: 8 settembre 2023 Orario: 12:00  
Date: September 8<sup>th</sup> 2023 Time: 12:00  
Oggetto: Info Bulletin No. 1 – Informazioni generali  
Subject: Info Bulletin No.1 – General information

Da: Organizzatore  
From: Organizer  
A: Tutti i Concorrenti/Conduuttori di tutte le categorie  
To: All Competitors/Drivers of all categories  
Categoria: C.I. GT SPRINT IF4C CISP EUROFORMULA OPEN MINI BMW  
Categories:  
Pages: 8 Attachments: 7

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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 FOR INDIVIDUAL SCHEDULED RACES

All entries must **imperatively** be received by MUGELLO CIRCUIT S.p.A. by Friday 22<sup>nd</sup> September 2023 and must be accompanied by the appropriate entry fees.

Registration must be made as follows:

Competitors with an Italian license by means of the on-line "pre-registration" procedure on the ACI website.

Information on how to use this procedure can be found on the ACI Sport website.

**Please note that pre-registrations, once taken in charge by the organizer will no longer be visible nor editable by the competitor.**

**NB. A competitor with an Italian license may enter drivers with foreign licenses in the race.**

The pre-registration even if accepted to be validated must be followed by sending the copy of the payment.

The Competitor/Conductor must also send:

- Copy of the payment of the event entry fee;
- Copy of any documents found to be expired (medical examination and/or ACI association);
- Please note that any ratings required for driving the car must be entered on the license and appear on the ACI portal;
- In case of a minor driver, self-certification of parental authority, and copies of the identity documents of the minor and parents.
- **PLEASE DO NOT SEND THE ENTRY FORM ONCE THE PRE-REGISTRATION HAS BEEN MADE UNLESS GIVING REASONS FOR SENDING IT.**

Competitors/Conductors with foreign licenses should download the forms from [www.acisport.it](http://www.acisport.it) or [www.racingweekend.it](http://www.racingweekend.it), duly fill them out and forward them by email 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;
- Medical Fiche (in case it is not shown on the license itself);
- Authorization ASN of membership (mandatory in case it is not shown on the license itself);
- In case of a minor pilot, self-certification of parental authority, and copies of the identity documents of the minor and parents.

**The entry in any case is considered valid and finalized ONLY when the relevant entry fee is paid.**

It is recommended to all Competitors, when using the entry form, to indicate all essential data (in particular license no. and technical passport no.) and to attach the above documents in order for the entry to be considered valid.

**NB. Only foreign competitors must compulsorily send duly completed and signed entry forms with the above required documents attached.**

All the above documents must imperatively be sent by email to the following address [olga.cantini@mugellocircuit.com](mailto:olga.cantini@mugellocircuit.com) by Friday 22<sup>nd</sup> September 2023.

Registration fees can **ONLY AND EXCLUSIVELY** be sent by bank transfer to:

Mugello Circuit S.p.A.  
Banca Intesa San Paolo – Agenzia di Scarperia  
IBAN IT27 K030 6905 4760 0000 0007 454  
SWIFT/BIC BCITITMM  
Mugello Circuit S.p.A.

**Strictly specify:**

- 1) Name(s) of competitor(s)
- 2) Type of championship/Trophy/Cup in which is participating

The copy of the transfer account must contain the CRO number

**FOR INVOICING:** Together with the statement of payments, the header to which the invoice should be issued complete with all necessary data (including VAT Number, Tax Code and Univocal Code or PEC) should be indicated and an email sent to [olga.cantini@mugellocircuit.com](mailto:olga.cantini@mugellocircuit.com).

### ATTENTION

In case of cumulative payments, a detailed note with the names of the conductors, championships, and type of services (Entry Fees, Free Practice, and Various Services) to which the payments refer must be attached.

### ATTENTION FOR FOREIGN COMPANIES (WITH NON-ITALIAN VAT NUMBER)

As required by Italian tax regulations, following the publication on 24/09/2018 by the Agenzia delle Entrate of Principle of Law No. 2 on VAT (Dpr. 633/72 and subsequent amendments), all services will be subject to ordinary VAT even for companies with non-Italian VAT registration numbers

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)	€1.620,00	€ 356,40	€1.976,40
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

(1) Including Free Practices

NB. The date of making the payment (not the value date) will be considered for transfers.

Any pre-registration made after the deadline and/or for any registration form received after the deadline will not be considered valid.

## B) FREE PRACTICE SESSIONS

### FREE PRACTICE SESSIONS

The amounts of free practices are as follows:

Typology	Duration	Taxable	VAT	Total
Campionato Italiano Gran Turismo Sprint	30'	€ 210,00	€ 46,20	€ 256,20
Mini Challenge	25'	€175,00	€ 38,50	€ 213,50

### ATTENTION

Free practice sessions **MUST BE MANDATORY PAID** by bank transfer to the same bank account provided above for the entries and together with the same and sent a copy by email within the deadline.

Information Office will be open as follow:

- Thursday September 28<sup>th</sup> 2023 from 11 a.m. to 5 p.m.
- Friday September 29<sup>th</sup> 2023 from 8 a.m. to 1 p.m.

The liability release (**Attachment 1: M-126 and M-127**) **MUST NOT BE SENT BY MAIL** to [olga.cantini@mugellocircuit.com](mailto:olga.cantini@mugellocircuit.com) FOR FREE PRACTICES WILL BE DELIVERED A STICKER TO BE APPLIED TO THE CAR (WINDSHIELD ON THE UPPER LEFT SIDE OF THE DRIVER'S SIDE FOR TURISMO AND GT CARS AND ON THE NOSE ABOVE THE NUMBER FOR FORMULA AND PROTOTYPE CARS) THAT WILL ALLOW ENTRY TO THE TRACK FOR THEM.

## C) BOX

### 1) BOX RESERVATIONS

The box reservation request should be sent by email to the following address [olga.cantini@mugellocircuit.com](mailto:olga.cantini@mugellocircuit.com) and in copy to [ssessa@acisportspa.it](mailto:ssessa@acisportspa.it) no later than day 22<sup>nd</sup> September 2023 (**Attachment 2: M-121**).

The reservation request should indicate:

- Name of the requesting Team with telephone, fax, and e-mail contact details
- Number of boxes needed
- Number of cars entered and their respective category
- Name, Surname, and cell phone number of a responsible person

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

The assignment of the boxes will be made by ACI Sport, which will communicate it to the Mugello Circuit Sports Office, which will send a notice of confirmation and request for payment.

## 2) COSTS

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

BOX	Euro + VAT 22%	Euro (VAT included)
ENTIRE BOX (2 doors, mt. 12 x mt. 12)	€ 1.800 + vat	<del>(€ 2.196)</del>
HALF BOX (1 door, mt. 6 x mt. 12)	€ 900 + vat	<del>(€ 1.098)</del>

## 3) PAYMENT

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

## 4) KEY PICKUP AND RETURN

**The boxes will be made available as of 14.00 on Thursday 28<sup>th</sup> September 2023.**

**Delivery of the keys will be made at the main entrance (red helmet) who will arrange for the relevant forms to be signed and collect a deposit of 100.00 euros as security for any damage, that will be returned when the keys are handed back, at the Circuit main entrance (red helmet).**

## 5) SECURITY PROVISIONS WITHIN THE BOX:

- ✓ Smoking or the use of open flames is prohibited inside the boxes
- ✓ Inside the boxes it is forbidden to deposit flammable materials (gasoline, etc.), which should 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) BOX CLEANING

- ✓ It is prohibited to leave tires inside and outside the box at the end of the event.
- ✓ It is forbidden to apply stickers of any kind to the pit floor.
- ✓ The boxes shall be sanitized daily by the occupants using cleaning chemicals.
- ✓ Before the keys are returned, they must be cleared of any material not present at the time of delivery
- ✓ At the end of the event, any tape placed on the floor from 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.

# D) TIMETABLE OF THE EVENT

## 1) TIMETABLE

The provisional timetable of the event will be published at [www.acisport.it](http://www.acisport.it) and at [www.mugellocircuit.com](http://www.mugellocircuit.com)

## 2) 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:

- Thursday 28th September 2023 from 10.00 a.m. to 08.00 p.m.
- Friday 29th September 2023 from 08.00 a.m. to 08.00 p.m.
- Saturday 30<sup>th</sup> September 2023 from 08.00 a.m. to 08.00 p.m.
- Sunday 1<sup>st</sup> October 2023 from 08.00 a.m. to 02.00 p.m.

Please strictly observe these times.

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.

### 3) ADMINISTRATIVE CHECKS:

#### COMPETITORS AND DRIVERS WITH ITALIAN LICENSES.

**ONLY AND EXCLUSIVELY** competitors/drivers who are not in good standing with the documents sent with the registration or with documents that have expired in validity must present themselves.

#### COMPETITORS AND DRIVERS WITH LICENSES OTHER THAN ACI LICENSES

**WILL HAVE TO COMPULSORILY PRESENT THEMSELVES TO CARRY OUT THE SPORTING VERIFICATIONS (DOCUMENT CONTROL AND SIGNATURE VERIFICATION FORM)**

The Verifications will be held at Race Secretariat (1<sup>st</sup> floor – Stai B) from 09.00 a.m. to 11.00 a.m. of 29<sup>th</sup> September 2023 and reported in the race timetable.

### 4) TECHNICAL SCRUTINEERS:

As per regulations, **pre-race scrutineering will be conducted in attendance** at pit garage nr. 19-20 at the times set on the timetable. All Competitors must deliver to the scrutineers the “Declaration of safety clothing conformity” (see attachment 6) duly completed.

The competitors may use the equipment located in the scrutineers garage, always respecting the Circuit Regulations.

### 5) TEAM MANAGERS AND DRIVERS BRIEFING

Briefings will be held at the Briefing Room post 2<sup>nd</sup> floor Stair A.

### 6) EXIT BILGES 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.

Any failure to comply with this provision will be reported to the Stewards for the measures provided for in the Regulations.

## E) EVENT LOGISTIC

### 1) ACCREDITATION CENTRE

The accreditation centre will be at Main Entrance via Senni, 15 and will observe the following hours:

- Thursday 28<sup>th</sup> September 2023 from 10.00 a.m. to 07.00 p.m.
- Friday 29<sup>th</sup> September 2023 from 08.00 a.m. to 07.00 p.m.
- Saturday 30<sup>th</sup> September 2023 from 08.00 a.m. to 07.00 p.m.
- Sunday 1<sup>st</sup> October 2023 from 09.00 a.m. to 02.00 p.m.

**For the collection of envelopes, it will be necessary to show an identification document.**

### 2) TRANSPONDER DISTRIBUTION

Transponders must be collected by the Team Representative at the timing room located on the 3<sup>rd</sup> floor of Pit Box Building with access from staircase B at the following times:

- Thursday 28<sup>th</sup> September 2023 from 02.00 p.m. to 07.00 p.m.
- Friday 29<sup>th</sup> September 2023 from 08.00 a.m. to 06.00 p.m.
- Saturday 30<sup>th</sup> September 2023 from 08.00 a.m. to 06.00 p.m.
- Sunday 1<sup>st</sup> October 2023 from 09.00 a.m. to 02.00 p.m.

Transponders must be **returned** always at the local timing place at 3<sup>rd</sup> floor of Pit Box Building on Sunday 1<sup>st</sup> October **within 30' from the end of the last scheduled race.**

### 3) OFFICIAL NOTICEBOARD

The Official Notice Board will be only and exclusively Virtual and will be active from **Thursday 28<sup>th</sup> September 2023** on the Sportivity platform using the code ARW\_23 and accessible via App with the following QR Code attached.

### 4) RANKINGS DISTRIBUTION

No paper copies of the rankings will be distributed, which will be available at the following links:

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

## 5) RADIO FREQUENCIES

Please note that as per the provisions of the Ministry of Economic Development each participating team that will use frequencies and radio equipment must apply for and obtain from the Ministry the temporary license for use of frequencies and radio equipment.

TX: 462.150 MHz, 462.425 MHz

RX: 452.150 MHz, 452.425 MHz

To obtain the licence for the use of radio frequencies we ask you to contact the Ministry of Economic Development (Florence section) represented by Mariano Linari (tel. 055.2724314 – fax 055.218240)

## F) CIRCUIT LOGISTIC

### 1) MINORS

Minors (except for those holding an ACI Sport/FIA driver's license are not allowed access to sensitive areas (Paddock, Box, Pit-Lane, Press Room, Race Direction, and related offices).

Access to the Paddock is allowed only to reach the Team hospitality area.

### 2) TELEVISION SIGNAL DISTRIBUTION

Please note that the distribution of television signals inside the boxes and paddock of the Circuit is in digital terrestrial HD. You are requested to tune your equipment to receive the TV signal distributed inside the Circuit.

### 3) AUDIO-VIDEO BROADCASTS

We remind you all those who during the event will use within their hospitality / tensile structures etc... audio and / or video equipment there is an obligation to pay SIAE rights, which must be made in advance at:

SIAE Agency of Borgo San Lorenzo (FI) represented by Arianna Gasbarro, tel. 331-1367483 - mail [mugello@mandatarie.siae.it](mailto:mugello@mandatarie.siae.it)

### 4) CERTIFICATION OF TEMPORARY STRUCTURES WITHIN THE PADDOCK

For installations of temporary structures inside the paddock area during the event, ANNEX, FORMS 192-193A-194 must be filled in and sent to the Technical Office – Roberta Ferrari ([roberta.ferrari@mugellocircuit.com](mailto:roberta.ferrari@mugellocircuit.com)); for details, please contact +39.0558499207.

It is also recommended to carefully read the General Regulations

([https://mugellocircuit.com/images/stories/pdf/Regolamento\\_generale\\_R-01-rev\\_3\\_agg-8.6.20.pdf](https://mugellocircuit.com/images/stories/pdf/Regolamento_generale_R-01-rev_3_agg-8.6.20.pdf)) for everything concerning safety at the Circuit, waste management, and the assembly of temporary structures.

### 5) WI-FI AREA

In the paddock area, inside the garages, in the pit lane and Press Room, Wi-Fi is available free of charge, at a bandwidth of 360k. Cable connections with a faster performance may be activated on request. please contact Veronica Boni ([veronica.boni@mugellocircuit.com](mailto:veronica.boni@mugellocircuit.com) - +39.055.8499203).

### 6) HOSPITALITY ROOM RENTAL

Hospitality areas are available for representation of various sizes, with the possibility of customized catering service.

For information and quotes, please contact Mrs Veronica Boni, phone +39 3346591238 e-mail [veronica.boni@mugellocircuit.com](mailto:veronica.boni@mugellocircuit.com)

### 7) BAR - CATERING

BAR & AND SELF-SERVICE RESTAURANT: the bar and the self-service restaurant will be open from Wednesday, September 27<sup>th</sup> to Sunday, October 1<sup>st</sup> 2023 (restaurant from 12 p.m. to 2.30 p.m. – Bar from 8 a.m. to 6.30 p.m.). If you wish to ask for information or for a personalized catering service, please contact the Restaurant (tel. +39.055.8499274-[autodromo.mugello@cremonini.com](mailto:autodromo.mugello@cremonini.com) - Mr. Andrea Cecchi).

### 8) INTERNAL FUEL DISTRIBUTION

There is a 24/h self-service fuel station inside the Circuit (95 & 100 octane).

Payment: Self Service with Cash and credit cards.

## G) SAFETY INFORMATION FOR EVENT PARTICIPANTS

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

For all participants (Teams), the safety provisions to be followed inside the Circuit are outlined in the document named "Regolamento Generale" published on the Circuit website of which **Teams must take mandatory notice**.

### 2) GENERAL AND SAFETY INFORMATION INSIDE THE CIRCUIT

The event will also be open to the public regarding the Paddock in compliance with the regulations in force at the time. Please note that throughout the event the current health protocols required by the regulations in force during the period of the event must be respected.

It is recommended to carefully read the General Regulations (found on the Circuit's website) for everything related to safety at the CIRCUIT.

We also inform you that the events organized within the MUGELLO CIRCUIT are ISO 20121 certified therefore a system of waste collection will be active where you will find the following containers.

- YELLOW colored containers specifically for the collection of waste consisting of PAPER/CARDBOARD
- BLUE containers specifically for the collection of waste consisting of PLASTICS/CANS
- GREEN-colored containers specifically for the collection of waste consisting of GLASS
- BROWN-colored containers specifically for the collection of waste consisting of ORGANIC
- BLACK-colored containers specifically for the collection of INDIFFERENT waste.

Therefore, it is requested that the following information be disseminated as soon as possible to all participants of the event because with the support of all those present, we will be able to ensure the environmental sustainability of the event.

## H) SPECTATOR/PUBLIC ENTRANCE

There is a fee for admission to the circuit and the costs are as follows:

Friday 29<sup>th</sup> September 2023:

General admission, Pit Building Terrace (Paddock) and Main Grandstand: Free of charge

Saturday 30<sup>th</sup> September 2023:

General admission: € 5.00

Pit Building Terrace (Paddock) and Main Grandstand: € 15  
€ 10 reduced women/under 18/ACI member

Free entrance: under 14 and Scarperia e San Piero residents

Sunday 1<sup>st</sup> October 2023:

General admission: € 5.00

Pit Building Terrace (Paddock) and Main Grandstand: € 15  
€ 10 reduced women/under 18/ACI member

Free entrance: under 14 and Scarperia e San Piero residents

**PADDOCK PASS:** Teams wishing to purchase additional paddock passes in addition to their own allocation may send their request to [olga.cantini@mugellocircuit.com](mailto:olga.cantini@mugellocircuit.com), together with the entry documents. The cost is € 20 VAT INCLUDED/each, including free parking at P14, and is valid for the entire weekend.

## I) CIRCUIT TIMES AND CONTACTS

Autodromo Internazionale del Mugello

Mugello Circuit S.p.A.

via Senni nr.15 -50038 Scarperia e San Piero - FI -

email: [info@mugellocircuit.com](mailto:info@mugellocircuit.com)

Switchboard +39.055.8499111 – Fax +39.055.8499251

Follow us



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

#### Attachments

- Assumption of responsibility free practices (adult driver & under age driver)
- Acceptance in garage
- Client declaration
- List of setups
- Declaration of correct installation/assembly of temporary structures
- Declaration of safety clothing conformity
- QR Sportity