

Autodromo Internazionale Enzo e Dino Ferrari – Imola – Bo – 27 – 29 October 2023

COMMUNICATION TO PARTICIPANTS

Date: October 2nd, 2023

Subject: General information

From: Organizer

To: All Competitors/Drivers of all categories

Categories: CI GT Sprint-TCR Italy-Porsche Carrera Cup Italia-Mini Challenge-BMW M2 CS Racing-Clio Cup Series

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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 Formula Imola Spa by **Monday 22nd October 2023 time 12.00** 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 Sport](#) 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.

N.B. 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](#) or [autodromoimola.it](#),

[Notice Board](#) Sections, 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;
- Identity card (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:

sportoffice@autodromoimola.it by **Monday 22nd October 2023**.

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

FORMULA IMOLA Spa – Piazza Ayrton Senna da Silva n. 1–40026 IMOLA –BO
Banca di Credito Cooperativo Ravennate e Imolese – Filiale di Imola Rocca
Intestato a Formula Imola Spa
Codice IBAN: IT 52J0854221001000000173613
BIC CODE: ICRAITRRF20

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: amministrazione@autodromoimola.it.

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.

The registration fee amounts are as follows:

Typology	Costs	Vat	Total
C.I.Gran Turismo Sprint Class GT3	€ 1.700,00	€ 374,00	€ 2.074,00
C.I.Gran Turismo Sprint Class GT Cup	€ 1.450,00	€ 319,00	€ 1.769,00
TCR Italy Touring Car Championship	€ 1.050,00	€ 231,00	€ 1.281,00
Porsche Carrera Cup Italia (1)	€ 1.650,00	€ 363,00	€ 2.013,00
BMW M2 CS Racing Cup Italy (1)	€ 1.450,00	€ 319,00	€ 1.769,00
Mini Challenge Evo	€ 1.050,00	€ 231,00	€ 1.281,00
Mini Challenge Lite	€ 840,00	€ 184,80	€ 1.204,80

(1) Including Free Practices

N.B. 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
C. I. Gran Turismo Sprint	50'	€ 350,00	€ 77,00	€ 427,00
TCR Italy Touring Car Championship	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.

The liability release (Attachment 2) **MUST NOT BE SENT BY MAIL** but duly signed in original and must be delivered by the team leader from 15.00 to 19.00 hours of 26th October 2023 and from 08.00 to 13.00 hours of 27th October 2023 at the second Floor of Race Control Building (Office 8-9)

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 THAT WILL ALLOW ENTRY TO THE TRACK FOR THEM.

C) BOX

1) BOX RESERVATIONS

The box reservation request should be sent by email to ACI Sport the following address sesta@acisportspa.it, which will assign them as provided by current Regulations no later than **October 18th 2023**.

Formula Imola Spa will inform interested parties of the successful assignment by **October 24th 2023** with the relevant forms to be filled in and the payment methods.

The assignment of the box is subject to acceptance and signing of the regulations and conditions of use of the spaces..

2) COSTS

^{a)} The cost for all Weekend (Friday, Saturday, and Sunday) of each box is as follows::

Standard Box dimensions 16,00 x 6,60 meters	Euro	1.000,00 + IVA
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1) 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.

2) KEY PICKUP AND RETURN

The boxes will be available from 10.00 pm on Thursday 26th October 2023.

Delivery of the keys will be made as from 09.30 on Thursday 26th October 2023 at Reception of Race Control Building who will arrange for the relevant forms to be signed and collect a deposit of 100.00 euros as security for any damage..

The return of the keys must be made at Reception of Race Control Building until 18.00 of 29 October 2023 after that time, but no later than 11 p.m., at the gatehouse at the Senna exit or to the attendant present in the paddock..

The deposit will be returned after checking the relative box.

3) 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.;

4) BOX AND PIT 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 150,00 euro 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 the Circuit.

Special waste (such as tires, carpeting, elastomers, batteries, brake discs, empty gasoline drums, brake pads, oil and air filters, spray cans, tnt rolls, wooden pallets) must be removed from the facility and disposed of at the Customer's expense. Any cost of restoration and disposal will be charged by Formula Imola S.p.A. to the responsible parties. Exhausted oils must be deposited in the appropriate containers located at various points within the paddock.

NOTHING ELSE, such as oil filters, MUST BE STORED in the containers for waste oil.

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 at www.acisport.it and at www.autodromoimola.it.

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 26 October 2023 | from 10.00 | to 20.00 (Box-Garage) |
| - Thursday 26 October 2023 | from 14.00 | to 20.00 (Paddock) |
| - Friday 27 October 2023 | from 08.00 | to 20.00 |
| - Saturday 28 October 2023 | from 08.00 | to 20.00 |

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 with the issuance of a delivery pass (subject to a cash deposit of 50.00 euros).

The entrance must take place strictly from Via Santerno – "Rivazza" gate entrance for people and vehicles, while from Piazza Senna the entrance will be exclusively pedestrian.

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 Administrative Checks will be held at the second Floor of Race Control Building (Office 8-9) from 09.00 to 11.00 of 27th October 2023 for all competitors and drivers licensed by another ASN and for ACI Sport license holders who do not comply with the documentation sent (declaration for minors, expired medical certificates, etc.).

4) TECHNICAL SCRUTINEERS:

As per regulations, **pre-race scrutineering will be conducted in attendance** at the Scrutineering Box or directly at the **Team structures inside the paddock.**

The forms required by current legislation must be delivered during the scrutineering, in the places and in the manner provided.

The **Clothing Declaration (DA)** (DA) can be sent electronically, in the form of files in pdf or jpg format and named as follows:

category_n-race_Name-Conductor_Type_Document. Example: **TCR_99_Rossi-Mario_DA**

Submission to the organizer must absolutely be made by email to the following address certificazionitecnicheauto@gmail.com IMPROBABLY by 25th October 2023.

After this date, they must be strictly delivered in original at the technical check.

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

Competitors may use the equipment located in the scrutineering premises in compliance with current health regulations.

5) TEAM MANAGERS AND DRIVERS BRIEFING

Briefings will be held at the Briefing Room post on the first Floor of the Pit Control Building with access from staircase D.

6) TRACK WALK DRIVERS

The track walk for Drivers **only and exclusively on foot (no bicycles or scooters "monopattini")** with entrance next to the Race Control Building is scheduled at the following times::

- Thursday 26th October 2023 from 17.00 to 19.00

7) 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) PASS DISTRIBUTION OF PASSES FOR COMPETITORS AND SERVICES

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

The distribution of service passes for Competitors will be carried out at **second Floor of Race Control Building (Office 8-9)** at the following times at the time of the delivery of the responsibility discharges for free practices at the following times **from 15.00 to 19.00 of Thursday 26th October 2023 from 08.00 to 13.00 of Friday 27th October 2023.**

The distribution of service passes for Services (Promoters, Tires men, Miscellaneous Services) will be made at **second Floor of Race Control Building (Office 1 Sport Office) from 14.00 to 19.00 of Thursday 26th October 2023 from 08.30 to 13.00 and from 14.00 to 19.00 of Friday 27th October 2023.**

2) **ACCESSO IN GRIGLIA**

Access to the grid is allowed only to Pit-Wall pass holders.

3) **ACCREDITATION CENTRE**

The accreditation centre will be in **Via Lambertini, 8 – Imola – Bo** (attachment 7) and will observe the following hours::

- Friday 27 October 2023 from 08.00 to 19.00
- Saturday 28 October 2023 from 08.00 to 18.00
- Sunday 29 October 2023 from 08.00 to 12.00

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;

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

4) **TRANSPONDER DISTRIBUTION**

Transponders must be collected at the timing room located on the first floor of the Pit Building between the Briefing Room and the Press Room (Track side) with access from staircase D at the following times:

- Thursday 26 October 2023 from 16.00 to 19.00
- Friday 27 October 2023 from 08.00 to 19.00

Transponders must be **returned** always at the local timing room on **Sunday 29th October within 30' from the end of the last scheduled race.**

5) **ENTRY OF SERVICE VEHICLES AND CARS**

The entrance to the Paddock and to the boxes for the assistance means (Trucks, Vans, and Cars) it must take place strictly from Via Santerno – “Rivazza” gate entrance.

6) **MEDIA CENTRE**

The Press Room, located on the second floor of the Box Building with entrance from Staircase E and will observe the following hours:

- Thursday 26 October 2023 from 14.00 to 18.00
- Friday 27th October 2023 from 08.00 to 20.00
- Saturday 28th October 2023 from 08.00 to 20.00
- Sunday 29th October 2023 from 08.00 until the departure of the last journalist

7) **OFFICIAL NOTICEBOARD**

The Official Notice Board will be only and exclusively Virtual and will be active from **Thursday 20 April 2023** on the website autodromoimola.it, Notice Board Sections or at the following links

https://webapp.sportity.com/channel/ARW_23 and on the Sportity platform using the password ARW_23 and accessible via App. (Attachment 6)

8) **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>

9) **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 at the following email address the temporary license for use of frequencies and radio equipment. frq.temp@mise.gov.it. (See Attachment 5).

F) CIRCUIT LOGISTIC

1) OVERNIGHT STAY AT THE CIRCUIT

Motorhomes, campers or suitably equipped vehicles are allowed to stay overnight at the Circuit only if suitable areas are available and in the appropriate spaces.

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 Imola - 40026 Imola (Bo) phone +39 0542 24424 - mail imola@mandatarie.siae.it.

4) CERTIFICATION OF TEMPORARY STRUCTURES WITHIN THE PADDOCK

Attached hereto is the communication (Attachment 3) regarding the certification documentation for the authorization to install temporary structures within the paddock during the event.

This documentation must be sent to our technical office - Geom. Simone Magnani (tel. +390542655129) - at the following email: simone.magnani@autodromoimola.it **NO LATER THAN DAY 19th October 2023.**

5) MUNICIPAL BILBOARD TAX

All those who intend to display flags, banner, etc. visible from outside, there is an obligation to pay a municipal advertising tax of **6,70 euros** per square meter. We therefore invite you to contact the circuit offices (info@autodromoimola.it) for arrangements on how to pay this municipal tax.

6) WI-FI AREA

Free and free WI-FI service is available in the Paddock, inside the boxes and in the Pit-Lane.

The name of the WI-FI line is: **Autodromoimola**.

Upon request, private internet connections for exclusive use may be activated inside the boxes for a fee as per the appropriate prospectus (Attachment 4). The request must be made no later than **19th October 2023**.

7) HOURLY NOISE LIMIT

It is mandatory to comply with the following hourly limit: XXXX- XXXX

8) MISCELLANEOUS SERVICES REQUESTS

Requests for miscellaneous services (Facility Rental, Vigilance services, Dedicated Internet Lines, etc.) should be sent by email at the following address info@autodromoimola.it or telephone +39 0542-655111

9) BAR - CATERING

There is a Self-Service Restaurant service "Carburo" from Thursday 26th to Sunday 23rd of October from 12.00 to 15.00.

There is a Bar service on the following Days and Hours.

- Thursday 26 October 2023 from 08.00 to 18.00
- Friday 27 October 2023 from 08.00 to 20.00
- Saturday 28 October 2023 from 08.00 to 20.00
- Sunday 29 October 2023 from 08.00 until the end of the track activity

For self-service restaurant reservations or meal vouchers: to be arranged, pit deliveries for non-catered teams, contact the "Carburo" restaurant directly or contact them at the following email ristorantecarburo@lafenicecatering.it

10) INTERNAL FUEL DISTRIBUTION

There is a fuel station inside the Circuit which runs the following hours: 24h/24h

Payment: Self Service only with Credit Cards.

Invoicing requests should be addressed to: m.serafini@coopcapri.it

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 "Information on Specific Risks - Imola Circuit" published on the Circuit website and as a further communication to participants on the Aci Sport 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.

Please note that the health protocols required by current legislation during the period of the event must be respected throughout the event

3) WASTE DISPOSAL

We inform you that the events organized within the "Enzo e Dino Ferrari" Circuit of Imola are ISO 20121 certified therefore a system of waste collection will be active where you will find the following containers

- BLUE colored containers specifically for the collection of waste consisting of PAPER/CARDBOARD
- YELLOW 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
- WHITE-colored containers specifically for the collection of INDIFFERENT waste.

Special Waste

We remind you that there is a ban on the abandonment of special waste inside the Imola circuit as specified in article 8.2 of the general regulations below and available in full at the following link:

<http://www.autodromoimola.it/regolamento/>

8.2 It is absolutely forbidden to leave in the areas used by the Client waste even of a special nature such as, by way of example: tires, batteries, containers containing oil/fuel and vehicle parts in general etc. The materials that the Customer intends to dispose of must be properly disposed of at his/her own care and expense. If this is not complied with, the Customer shall reimburse the disposal costs to the Manager.

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

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

The entrance must take place strictly from Via Santerno – "Rivazza" gate entrance for people and vehicles with an appropriate Car Pass, while from Piazza Senna the entrance will be exclusively pedestrian.

I) CIRCUIT TIMES AND CONTACTS

Autodromo Internazionale Enzo e Dino Ferrari
Formula Imola Spa a socio unico
Via Piazza A. Senna n. 1 - 40026 Imola - Bo -
Switchboard +39 0542-655111 - Fax +39 0542-30420.

The circuit management offices located at Race Control Building will observe the following hours:

- Thursday 26 October 2023 from 08.30 to 18.00
- Friday 27 October 2023 from 08.30 to 18.00
- Saturday 28 October 2023 from 08.30 to 18.00
- Sunday 29 October 2023 from 08.30 to 18.00

The documents listed in the present document can entirely be found on and downloaded from the following online folder <https://drive.google.com/drive/u/1/folders/1kafA7EBsmpU0tVVCZRUMvh1dF6x1r74t>

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

Sports Office

Attachments

- Multiple billing payments (pdf+xls)
- Liability_Waiver_car_Free_Practices (Adults and Minors)
- Installs_Structures_Imola_Circuit
- Imola_prices_temp_Vlan_internet Lines
- Info for radio frequencies
- App Sportity - Notice Board
- Accreditation Centre, Parking and Entrance
- Office Plan
- Italian Championship GT Sprint Entry Form
- TCR Italy EWntry Form
- Logistics Structure Form Team Paddock
- Declaration_safety_clothing_conformity_Mod_B