

Autodromo Nazionale Monza – October 25<sup>th</sup> / 27<sup>th</sup> 2024  
**COMMUNICATION TO THE PARTICIPANTS**

Date: October 08<sup>th</sup>, 2024

Document: V1

Subject: General information to the Concurrents

From: The Organizer

To: All Competitors/Drivers of all categories

Categories: CIGT Endurance IF4C FRECA TCR IT CISP

Pages: 9

Attachments: 0

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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 TO INDIVIDUAL SCHEDULED RACES

#### RACE ID FOR PRE-REGISTRATION:

Typology	Race ID
C.I.Gran Turismo Endurance	23785
Italian Formula 4 Championship	23785
Campionato Italiano Sport Prototipi	23785
Formula Regional European Championship by Alpine	23785
TCR Italy Italian Touring Championship	23785

#### 1. APPLICATION FORM

The application procedure to Aci Racing Weekend 2024 is completely digital and will be open from **October Monday the 7<sup>th</sup> at 08:00 am until October Monday the 21<sup>st</sup> at 6:00 pm**; **all applications and payments ought to be received before such date.**

After this date, it will still be possible to proceed with the upload of the missing documents to the CircuitEnter portal.

#### PRE-REGISTRATION (ACISport):

Italian concurrents: the online pre-registration procedure is mandatory and to be fulfilled via the reserved area on [ACISport site](#). In order to complete the pre-registration, we kindly ask all concurrents to upload their account photo on such area.

#### REGISTRATION (CIRCUITENTER):

Apply to the Event via [Circuitenter portal](#).

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

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

Please note that applications without uploading the proof of payment of the registration tax will not be taken into consideration.

#### ADDITIONAL DOCUMENTS (CIRCUITENTER)

All supplementary documentation, as well as the administrative/technical checks documentation, must be sent to the Organizer via [Circuitenter portal](#).

Such documents to be scanned and uploaded front and rear, with all due signatures where requested.

List of documents to be uploaded:

- Proof of payment
  - Valid Concurrent/Entrant licence
  - Valid Driver/s licence
  - Driver/s medical certificate (if not present on the licence)
  - For Italian drivers only: Drivers' abilitation (if not present on the licence)
  - Valid team licence (where available)
  - Signed liability waivers for free practices
- For foreign entrants and/or drivers only: starting permission (if not present on the licence)
  - Signed parents' authorisation disclaimer in case of underage drivers + id documents of both the parents and the child
  - For Italian drivers only: ACI card.
  - Correct clothing declaration

The registration fee amounts are as follows:

Race ID	Typology	Costs	VAT	Total
23785	C.I. Gran Turismo Endurance Classe GT3	€ 3.000,00	€ 660,00	€ 3.660,00
23785	C.I. Gran Turismo Endurance Classe GT Cup	€ 1.800,00	€ 396,00	€ 2.196,00
23785	TCR Italy Italian Touring Championship	€ 1.150,00	€ 253,00	€ 1.403,00

## B) FREE PRACTICE SESSIONS

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

Typology	Duration	Taxable	VAT	Total
C.I. Gran Turismo Endurance	50'	€ 350,00	€ 77,00	€ 427,00
TCR Italy Italian Touring Championship	30'	€ 210,00	€ 46,20	€ 256,20

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

Access to the free practice sessions permitted only upon signing of the relative liability waiver, available on CircuitEnter portal.

## C) GARAGE

### 1) GARAGE RESERVATIONS

The reservation request must be sent before September Thursday the 26<sup>th</sup> 2024 via CircuitEnter portal.

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, who will communicate it to the Racing Office of Autodromo Nazionale Monza.

## 2) COSTS

We officially communicate that, due to this year's reworks of the circuit, the structure of the garages has changed: for this reason, each team will have to set up their own repartition of their allocated garage.

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 October 24<sup>th</sup> 2024.

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](http://www.acisport.it) and <https://www.monza.net/en/>.

### 2) ADMINISTRATIVE CHECKS:

The administrative checks will be held exclusively digitally. It is recommended to all Concurrents to send all mandatory documents via the Circuitenter portal [see paragraph A], so that the Competitor and Drivers need not be prevented from entering the Circuit.

Also, there will be a session of administrative checks in presence [see timetable] at the racing offices located at the Race Control Tower [paddock stair block n. 1] uniquely reserved to manage eventual pendings.

### 3) TECHNICAL SCRUTINEERING:

As per the 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 via Circuitenter portal before October 18<sup>th</sup> 2024 [to be downloaded from [acisport.it](http://acisport.it)].

The documents to be sent via Circuitenter must be labelled as follows:

"category\_race number\_Driver's name\_Kind of document" [eg: *CIGT\_sprint\_99\_Rossi-Mario\_DA*]

### 4) TEAM MANAGERS' AND DRIVERS' BRIEFING

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

### 5) TRUCK EXIT - DISMANTLING OF THE 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, 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 07.30 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 & FRECA teams, from Wednesday October 23<sup>th</sup> 2024;
- For the other teams, from Thursday October 24<sup>th</sup> 2024.

## **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:

- Saturday October 26<sup>th</sup> 2024                      from 08.00 am to 06.00 pm
- Sunday October 27<sup>th</sup> 2024                      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 1<sup>st</sup> floor of the Race Control Tower (paddock stair block n. 1) at the following times:

- Wednesday October 23<sup>rd</sup> 2024      from 02.00 pm to 07.00 pm for IF4C & FRECA teams
- Thursday October 24<sup>th</sup> 2024      from 02.00 pm to 07.00 pm
- Friday October 25<sup>th</sup> 2024          from 08.00 am to 07.00 pm

Transponders must be returned to the timekeeping room within Sunday October 27<sup>th</sup> 2024 at 07.30 pm.

## 6) MEDIA CENTRE

Opening hours:

- Thursday October 24<sup>th</sup> 2024 from 09.00 am to 06.00 pm
- Friday October 25<sup>th</sup> 2024 from 08.00 am to 08.00 pm
- Saturday October 26<sup>th</sup> 2024 from 08.00 am to 08.00 pm
- Sunday October 27<sup>th</sup> 2024 from 08.00 am to 08.00 pm

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

## 7) OFFICIAL NOTICEBOARD

The Official Notice Board will only and exclusively be Virtual and will be active from Thursday October 24<sup>th</sup> 2024 on the Sportivity platform using the code "ARW\_24".

## 8) DISTRIBUTION OF THE RESULTS

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 October 18<sup>th</sup> 2024 [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](mailto:monza@mandatarie.siae.it).

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

Starting from Wednesday October 23<sup>rd</sup> 2024, 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, it is available at the following [link](#) the info letter regarding the procedure to be followed for both the set-up and the dismantling phases.

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@monzanet.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 October 18<sup>th</sup> 2024.

#### **8) NOISE HOURS LIMIT**

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

#### **9) HOSPITALITY LOUNGES RENTAL**

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

regalbuto@monzanet.it

#### **10) OPENING HOURS: RESTAURANT - BAR - CATERING**

- Self-Service Restaurant (Pit building, paddock stair block n. 5): October Thursday 24<sup>th</sup> – Sunday 27<sup>th</sup> 2024 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:

Consorzio Impero – Mr. Antimo Ronga

Mobile +39 393 453 2663 – e-mail: ronga-antimo@hotmail.it



## 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 Acì 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:

- October Saturday 26 <sup>th</sup> 2024	€ 15,00
- October Sunday 27 <sup>th</sup> 2024	€ 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](mailto: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*