



## Dear Audi Club Participant,

Welcome to the PCC-ACNA, Fall Virginia International Raceway (VIR) Driver Safety and Education School. Thank you for signing up to participate in this school, our annual Fall event at VIR. With your help, this will be an educational, exciting, enjoyable, and most of all, safe event.

**\*\*\*\*\*IMPORTANT ADDITIONAL INFORMATION REGARDING THE ONGOING GLOBAL PANDEMIC AND HOW IT MAY AFFECT THIS EVENT WILL COMMUNICATED SEPARATLEY\*\*\*\*\***

The materials in this packet will provide you with track information, rules, procedures and safety information. **We want this to be a safe event with minimal confusion for everyone, so please review all the information carefully.** As usual, we have a number of participants who are attending their first or second Driver Safety School. If this is your first Driving School, please pay particular attention to details to get the maximum enjoyment out of this event. As this is a safety seminar, **not a racing school**, overly aggressive or reckless driving will result in expulsion without refund from the event and suspension from future events.

***Drivers are financially responsible for any and all damages they make to a facility and its parts. You will be billed by PCC-ACNA for any damage you incur to the facility and ambulance transport off the property. The only insurance covering drivers and their vehicles at the facility is their own. Track insurance for your car is available through Lockton (<http://hpdeins.locktonaffinity.com>).***

## Important Information/Reminders

1. **Bring this entire packet with you to Registration and the track.** We will **NOT** have extra copies of any of these materials on-hand.
2. Please bring the following to Tech Inspection and Registration:
  - a. Completed **Participant Medical Information Form**. Can be found at [Medical Form](#) and submitted at registration.
  - b. Completed **Technical Inspection Form** – The tech form has a ‘Pre-Event’ (completed by a certified mechanic) and ‘Onsite’ (completed by tech inspection at the track) sections and can be found at [Tech Inspection Form](#). The form will be collected by the PCC-ACNA tech crew once your car has passed the ‘onsite’ review.

***IT IS YOUR RESPONSIBILITY TO HAVE THESE FORMS COMPLETED AT REGISTRATION.*** Failure to have these forms properly filled out for submission will result in your not participating in the event.

3. **Registration and Tech - Tech first, then register.** If you are **renting a helmet**, be sure to pick it up when you register or as directed. It is recommended, for sanitary reasons, to purchase a balaclava from a motorsports store to keep perspiration out of the helmet.
  - **REGISTRATION** - Please be patient as this is the first time we are using this approach.
    - There will be an in-car with windows up Registration/check-in process on **Friday November 6th starting at 6pm to 7pm and Saturday November 7th starting at 6:45am to 7:45am**. There will be signage for where to line up to register at the False Grid (west end of the paddock under the open shelter).
    - Prior to lining up for registration:

- Place your completed Tech (including on-site inspection) and Medical form under your windshield wiper.
- Be prepared to show registration personnel by holding up to the Driver's side closed window your Speed Waiver credential on your cell phone, either using a saved screenshot photo or from the actual Speed Waiver site that you may bookmarked in advance. If you have a crew or guest in the car, their Speed Waiver credentials should be presented on the driver's side window or they may sit in the rear driver's side seat and do the same.
- Have a face mask available if it becomes necessary to open the car window to communicate with the registration personnel
- Remain in the car
- The registration packet with wristband, numbers and run group stickers will be placed under your windshield wiper.

- **TECH INSPECTION**

- All (except instructors) -Tech inspection forms 'Pre-Event Inspection' must be completed by an auto dealer, recognized service or repair facility and must be documented on the 2020 form, signed and stamped by the inspecting party as well as the driver.
- **Green and Yellow groups** – will need to complete the onsite Tech inspection process either **from 6pm Friday to 7pm on November 6th or 6:45am to 7:45am on Saturday November 7th**. Green students must also be tech inspected on **Sunday morning 7am-7:30am**.
  - i. Please stay in your car and keep your windows up during the tech inspection
  - ii. Place your completed tech form on the windshield under your windshield wiper
  - iii. Please find the Tech Form at <https://audiclubna.org/potomac/tech-inspection-form/>
- **Blue, Black and Red groups** are not required to complete the on-site tech inspection process and we ask you to have a peer tech inspect your car completing the 'Event Review' section (unshaded items) of the Tech form prior to registration. Your tech forms **will be collected during the registration process Friday November 6th evening or Saturday November 7th morning**.
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4. **Mandatory Drivers Meeting at 7:45 am on Saturday and Sunday.**

5. Be sure to check your brakes, tires, oil and lug nut torque throughout the two days of the event. A high-temperature brake fluid, such as ATE Super Blue or Gold 200, or Motul 600, is recommended since you may reach stock brake fluid boiling points. At a minimum, brake fluid should have been changed within 6 months of the event.
6. Before you enter the pits each day, **clear your car of any loose items.**
7. **Please continue to check the PCC-ACNA website** – [www.audiclubpcc.org](http://www.audiclubpcc.org) and our Facebook page (<https://www.facebook.com/ACNAPCC>) for IMPORTANT UPDATES in the weeks and days leading up to the event.
8. You are responsible for knowing the [VIR Policies](#).

## **General Event and Track Rules**

- Additional COVID-19 related instructions will be communicated separately.
- Paddock access on Friday is after 6:00 pm. If you arrive before then, you will be directed to the staging area before reaching the main gate. The main gate is open 24 hours a day.
- Please read [Driver Education Event Rules](#) for further information.

- Make sure that the **car numbers** that will be provided in the registration packet are securely attached and visible on the rear door/quarter windows or C-pillar.
- Natural fiber (i.e. cotton, silk, wool, etc.) long pants and long-sleeved shirts are mandatory when on-track. Do not wear clothing made of synthetic material. Closed toe, lace-up shoes, such as a pair of tennis shoes, are also required. Boots, sandals, and loafers are not allowed.
- **Driver's window must remain completely down at all times.** The passenger's window must remain down if the passenger seat is occupied. Rear windows and sunroof remain closed.
- **PAY ATTENTION.** Please listen for announcements and keep to the schedule. Be in the staging area, ready to run, as your group is called. Stage in the cold pits as directed by the Pit Control worker.
- **Instructors** may take only their **students** as passengers.
- Speed limit in the paddock is 15 mph. Speed limit on access roads is 25 mph.
- No one under the age of 18 except teens 16 or 17 years old, holding a full (not provisional or learners permit), valid driver's license WITH a parent/legal guardian signed Minor Release and Waiver of Liability and Indemnity Agreement, is allowed in the hot pits or on the track.
- No consumption of alcohol will be allowed during the track/driving portion of the event.
- Smoking is prohibited in the pit area, near the gas pumps and in any buildings.
- Internally, mounted video equipment must be rigidly and securely mounted, metal-to-metal. Externally, only "bullet/lipstick"-type cameras are allowed and must be securely hard-mounted or multi-suction cup mounted. A tether connecting the camera to the car is also required for external cameras. The event coordinators and instructors have the discretion to ask cameras and other equipment be removed if they feel it is blocking the driver's vision or encouraging inappropriate or unsafe driving.
- Four grades of gas, 93 & 100 octane unleaded and 110 & 112 octane leaded are available for credit card purchase only in the paddock.
- **No pets allowed at the event.**
- **Do not, under any circumstances, pound stakes or make holes in any asphalt surface.** Offenders will be held liable for all damages and may also be asked to leave the facility.
- Only park in designated paved areas or on the grassy areas between the access roads. If you must temporarily jack a vehicle on asphalt, you **must have metal or wood under the jack/jack-stands** to prevent indentations and holes in the asphalt. Do not paint any asphalt surface.
- It is mandatory that waste materials be disposed of in the correct drums, (antifreeze, oil, brake fluid, etc.) which are located in several areas of the paddock. Spillage may result in ejection from the facility. Participants are to remove all used tires, batteries, and unwanted parts.
- Absolutely no bedding of new brakes and/or testing of vehicles on the infield roads.

## Driving Rules

**Please read these rules carefully.** Safety is the MOST important aspect of this event. **Anyone deemed driving in an unsafe manner will be ejected immediately without a refund.**

1. **Pass only in designated areas and only after receiving a pass signal from the driver being passed.** Do not attempt to pass at the end of a straight. Be sure you have the time and room before you attempt a pass.
2. **Passing Zones** will be determined based on safety and run group experience/ability. **Passing zones are established by the Chief Instructor at the driver's meeting.** If you have a question or comment, please bring it up with the Event Master and/or Chief Instructor in advance of the event.
3. **Watch your mirrors!** The driver being overtaken must give a pass signal for **EACH AND EVERY PASSING CAR.** Just because the car in front of you got the passing sign does not mean you got one. If in doubt, do not pass. If you did

not get a pass signal, be patient, and back off. Do not ride the bumper of the slower car. They may be overwhelmed, and you riding their bumper won't help.

4. **Passing.** The Audi Club North America requires passing signals. For safety and clarity, turn signals are used which allows both hands to remain on the wheel and body parts to remain in the vehicle.

#### **ACNA POLICY (2019 Update)**

A passing vehicle must receive a signal from EACH vehicle being overtaken. EACH vehicle allowing a pass must provide the signal to EACH overtaking vehicle. In groups where turn signals are used, the turn signal will remain on as long as the driver of the vehicle being overtaken wishes to be passed and can be passed in a safe manner. It is the rule that the passing vehicle goes offline to complete the pass. In general, offline is defined as the side of the track that is the direction of the next corner. Pass right if the next corner goes to the right. Pass left if the next corner goes to the left. Passing is ONLY allowed by clearly defined signal from the driver of the car being overtaken. The turn signal (blinker) is used to signal the pass. **The turn signal indicates the position/direction that the overtaking car will pass.** That is to say, the left signal indicates to pass left and the right signal indicates to pass right. The driver of the car being overtaken is required to facilitate the pass by adjusting their speed and position if necessary.

Hand signals (point-by) may be used in vehicles that do not have turn signals. The hand signal (point by) is given by the driver of the vehicle being overtaken pointing to the side that the passing vehicle should pass.

5. **Don't group together.** If a train, or line, forms, **the first/lead car is responsible for "clearing their rear"** by safely allowing cars behind them to pass or pitting in and re-entering the track after a pause. Always be aware of the traffic around you.
6. **Flags are extremely important.** We will review them before the event and be sure to study the information on them found later in this packet. The RED flag means you must stop as quickly and safely as possible. Be sure that the cars behind you have seen it as well. Pull clear to the right side of the track – not off – and wait until you receive a signal from a Corner Worker or Track Official before resuming your run.
7. **Spins.** *If you spin, both feet in. If in doubt, both feet out.* Instructors will reinforce this with students. Instructors will assist in making sure students attend their run group's classroom sessions.
8. **Tires and Modifications. All Beginner and Novice student participants must run street tires (no R Compound tires) during this event.** If you are unsure of the tires you can run, contact an event master prior to the event.
9. **Staging and Blend Line.** All participants will grid in the "cold pits" prior to their run group. We MUST keep the hot pit lane clear for cars to enter and exit. Enter the cold pits from the paddock and stay close to the fence right side, moving up as far as you can unless otherwise directed by Pit Control workers. Wait in your car until the previous run group finishes their cool down laps and bring their cars into the hot pits. Each run group will be announced in plenty of time so you are not rushing to staging.

When the track opens for your session, go out single file upon Pit Control's signal and **KEEP TO THE RIGHT** entering the track. **Stay to the RIGHT all the way to the next turn, turn One. Drivers who do not follow this instruction will be Black flagged and may lose a run session.** The first lap may be run under the yellow caution flag, so there is no passing. Use this time to warm up the tires and brakes and get you mentally re-acclimated to the track.

10. **Pit in.** When you see the checkered flag waving to end your session, take the rest of the lap as time to cool-down and give your pit signal as you exit the turn before the pit entrance. Come into the pit at reduced speeds – between 20 and 25 mph **and watch for Pit Control worker(s) direction. Stay to the far LEFT** and move along until you see Pit Control and follow their direction to exit toward the paddock. Exit into the paddock area, clear the paddock entrance so as not to block others exiting, before letting out your instructor if you have one. **BE ALERT.** Cars will be heading to stage for the next session while you are returning to the paddock.

If a car is to go back out for the following session because it is a two-driver car, circle through the paddock to change drivers. **DO NOT PASS IN THE HOT PITS/FALSE GRID** unless signaled to do so by a Pit Control official.

## Flags

Flags are the language of the track. Learning what they mean is critical because they are the only method of communication between the driver and the track workers. So pay attention, one day it might just save your life!

### Green Flag

If the Green Flag is shown or the flag stations are showing no flags, the session is open and passing is permitted in designated passing zones.

### Yellow Flag

Proceed with caution. There is **NO PASSING** under the standing Yellow Flag. Passing will only be permitted after you have passed a manned flag station that is not displaying the Yellow Flag.

#### *Standing*

The Standing Yellow is typically shown for the first few laps of each session in the lower run groups. Although there is no impending danger, you should still drive at a reduced speed until the track goes Green.

#### *Waving*

SLOW DOWN! You are approaching a danger zone! Identify the risk and proceed with caution until you are clear of the situation.

### Black Flag

The standing Black Flag at all flag stations indicates that the track officials are stopping the session. This could be for various reasons: an on-track incident, changing weather conditions, or any number of other situations. Slow down and proceed with caution to the Hot Pit lane, where you will receive further instructions.

#### *Rolled and Pointed*

This is a warning for aggressive or otherwise dangerous driving. If you see this flag, you should assume it was pointed at you and adjust your driving accordingly.

#### *Open*

You are being called into the Hot Pit area. This could be for a rule infraction or a safety issue with you or your car. Slow down and proceed with caution to the Hot Pit lane, where you will receive further instructions.

### Red Flag

This indicates a serious safety hazard. You should immediately slow down and come to a controlled stop on the inside of the track, usually the right. The outside of the track needs to be cleared for any emergency or safety vehicles. If you do not have a clear view of a manned flag station, you are permitted to SLOWLY pull forward until one is in view.

### Checkered Flag

The session is over. Slow down and proceed to the Pits. Use the remaining time on the track to cool down your brakes and tires.

### **Traffic Advisory Flag (Blue w/ Yellow Stripe)**

This flag indicates there is a faster car approaching from the rear and that you should give them a Pass Signal in the next available Passing Zone.

### **Equipment aka Meatball (Blue w/ Yellow Dot)**

This flag indicates the track workers have identified a mechanical problem with your car. Slow down and proceed with caution into the Hot Pits, where you will receive further instruction.

### **Debris Flag (Red/Yellow Stripes)**

This flag indicates the track ahead is contaminated with a foreign substance, e.g. oil, coolant, dirt, which may result in a significant reduction in traction or control. Proceed with caution until clear of the danger.

(END)