

## Toolkit Outline

You will need to get your event calendared and sanctioned by the SCCA. You need to fill out a form and send it to the SCCA national office.

- a. [Sanction Form](#) (pdf)
- II. Getting the word out is an extremely important aspect of rally organization
  - a. Publicizing Your Road Rally [publicizingyourroadrally.pdf](#)
  - b. Sample Entry form [SampleEntryForm.pdf](#)
  - c. (Weekend Membership Form)
- III. General Instructions must be written to give competitors the correct approach to running your event. Their structure depends on the type of event being organized. See- Regional Road Rally Handbook and/or GTA handbook.
  - a. Sample Game/Tour/Adventure General Instructions  
[SampleRGTAGenInstructions.pdf](#)
  - b. Sample Monte Carlo General Instructions  
[SampleMCGenInstructions.pdf](#)
  - c. Condensed RRR General Instructions  
[CondensedGenInstructions.pdf](#)
  - d. (Sample TSD General Instructions – Tour and Course)
- IV. Safety
  - a. The route must be checked for compliance with the Safety Steward Manual by a person of recognized competence and documented
    - i. [Safety Precheck Form](#)
    - ii. Safety Steward Manual [RRSafety Steward Manual.pdf](#)
  - b. Each crew is responsible to check their vehicle for safety and document the result
    - i. Vehicle Safety Inspection/Emergency Form  
[VehicleSafetyEmergency.pdf](#)
- V. Route Instructions should unambiguously direct the contestants around the route
  - a. Sample GTA Route instructions [GTARouteInstructions.pdf](#)
  - b. Sample Monte Carlo Route Instructions  
[SampleMCRouteInstructions.xls](#)

- c. (Sample TSD Route Instructions – Tour and Course)
- VI. Most, but not all events permit contestants to submit Time Allowances for unforeseen events that cost them time on route
  - a. Time Allowance Request Form [TimeAllowance.pdf](#)
- VII. Some events allow for contestants not happy with their score to appeal
  - a. Scoring Audit Request [ScoringAudit.pdf](#)
- VIII. Some, not all events have feedback on the organization and conduct
  - a. Observers Report [RoadRally-observersreport1205](#)
  - b. Contestant Evaluation Report [ContestantEvalReport](#)
- IX. Results must be printed and routed in accordance with the Sanction Form
  - a. National Official Results [NatOfficialResults](#)
  - b. Regional Official Results [RegionOfficialResults](#)
  - c. Regional Results Note
  - d. Weekend Membership submission  
[WeekendMembershipsSansForms5](#)