



2004
LICENSING POLICY
AND
LICENSE APPLICATION

NOTICE

The terms and conditions of this policy are designed to provide for the orderly conduct of competitive events, and to further participant and spectator safety. No express or implied warranty of safety or fitness for a particular purpose shall result from publication of, or compliance with this policy. It is intended as a guide for the conduct of the sport and is in no way intended, nor should it be construed, as guaranty against injury or death to participants, spectators, or others.

Participation in this program may void manufacturer's warranties!

BMW CCA CLUB RACING LICENSING POLICY

PURPOSE: This policy will define the requirements and procedures for participating as a driver in any BMW CCA Club Racing event.

REQUIREMENTS:

1. **MEMBERSHIP** - All participating drivers in a BMW CCA Club Race must be BMW CCA members or associate members or members of a BMW Club recognized by the International Council of BMW Clubs (e.g., BMW Club of Canada) and in good standing.
2. **LICENSING** - All participants in a BMW CCA Club Race must hold a current, valid BMW CCA Club Racing license and be a competitor in good standing.
3. **MINIMUM AGE** - Minors, age 18 (eighteen) or above, must contact the National Licensing Coordinator for licensing details.

LICENSING PROCEDURES:

1. **APPLYING FOR A LICENSE** - To apply for a BMW CCA Club Racing license, a member must submit an application, required documentation and applicable fees. Applications and renewals received within ten (10) business days of an event in which the applicant desires to participate shall be considered “expedited” applications and require additional licensing fees as specified in paragraph 2.

An application form is available on the BMW CCA Club Racing website, www.bmwccaclubracing.com, or from the National Licensing Coordinator.

2. **LICENSE FEES** - Initial licensing fee of **\$85** includes first year's license, rules, logbook, **one set of** sponsor and Club Racing decals and one Club Racing patch.

Renewal fees are \$60 for each calendar year. The license renewal date is retroactive to the expiration date of the existing license unless the license has been expired for over one year, in which case the license will be issued with a new expiration date of one year from re-issuance. For example, a license that expires on April 30th and is renewed in July of the same year will expire on April 30th of the following year.

Fees are due with submission of the license application with payment payable to “BMW CCA Club Racing.” Applications received without fees will not be processed until payment is received.

An additional, non-refundable, \$100 fee is required for expedited processing of an initial license application. The additional fee for an expedited license renewal is \$50. Any initial or renewal license application not received within the time period specified in the paragraph below is considered an expedited application.

The licensing staff must receive the initial application with all documentation and fees at least ten (10) business days prior to the event. A renewal application must be received at least five (5) business days prior to the event. Any application received after this

3. MEDICAL CERTIFICATION - A medical certification is required as follows* (a current medical from another recognized sanctioning body will also be accepted):
 - A. Every five (5) years for those 18-35
 - B. Every two (2) years for those 36-59
 - C. Every year for those 60 and older

*NOTE: Applicants with medical conditions that could affect their fitness to race may be subject to additional requirements.

- D. PREGNANCY POLICY:** The BMW CCA Club Racing Medical committee has taken the stance that driving racecars while pregnant poses many risks to unborn children. During the first trimester the risks for injury to the child from x-rays possibly needed to stabilize an injured driver can result in birth defects. After the first trimester the potential for placental injury in a non-life threatening crash is high.

We do not recommend racing while pregnant and BMW CCA Club Racing expressly prohibits racing after the first trimester.

Female racers who are pregnant or suspect they may be pregnant are encouraged to seek medical advice from their physician(s) regarding their participation in BMW CCA Club Racing.

Additionally, the racer is required to notify the National Licensing Coordinator that she is pregnant as soon as practically possible after such determination. She must provide a statement from the attending physician that establishes the end of the first trimester. While pregnant, the racer must note such on her event Medical Information form which is a required part of each entry application.

Anyone wishing to participate as a driver in any BMW CCA Club Racing event while pregnant must sign an acknowledgement of this policy and return it to the National Licensing Coordinator. The racer accepts full and complete responsibility for any fetal or personal injury or any other effects attributable to any racing incident or activity and for any medical stabilization procedure(s) or other treatment(s) or procedure(s) that occur after any such incident or activity.

4. QUALIFICATION – There are three methods to obtain a BMW CCA Club Racing license:
 - A. Via an existing competition license from a recognized road racing sanctioning organization, including SCCA, PCA, POC and any vintage group which is a member of the Vintage Motorsport Council. The applicant must disclose all licenses and their current status as well as any current disciplinary action including penalties, probation or suspension. Each applicant is subject to a review and verification of licenses and inquiries concerning the applicant's driving history and experience, OR
 - B. Through documentation of participation in BMW CCA and/or other recognized driving school programs, OR
 - C. Attendance and successful completion of a BMW CCA Club Racing School (see paragraph 6).
5. Applicants with a recognized and current existing competition license in good standing and who successfully complete the experience review and verification process may be granted a BMW CCA Club Racing Provisional License. This will be in effect for two Club Race events.

Performance will be carefully monitored at these events, and if satisfactory, the license status will be upgraded to Competition.

6. For applicants without an existing competition license, the applicant must present documentation verifying cumulative experience of a minimum of eight (8) days of race track driving and/or training within the previous twenty-four (24) months within or more of the categories listed below.

- A. BMW CCA Driver's School events or equivalent events (e.g., TrackTime, Car Guys, PCA, etc). Equivalency will be evaluated in terms of number of sessions with in-car and classroom instruction. Dates, locations, organizing Chapter/program, Chief Instructor, Run Group data, and instruction status (e.g., signed off by instructor after the first two sessions) data shall be provided. Applicants must have achieved advanced run group status. Irrespective of driver's school experience, it is highly recommended that every license candidate complete a racing school described in paragraphs B. and C. below.

The applicant shall provide signed certification from his Chapter's Chief Instructor (or equivalent). The certification will describe:

- a. The applicant's ability with regard to basic high speed driving skills, and
- b. Describe the applicant's ability to drive without an instructor in advanced run groups; and
- c. Information on the applicant's courtesy and situational awareness while on the track.

- B. Successful completion of selected national/regional professional programs (e.g., Skip Barber, Bondurant, Derek Daly Academy, etc.). A list of approved programs is available from the Club Racing Registrar.
 - C. Successful completion of a sanctioned BMW CCA Club Racing School. BMW CCA Club Racing typically offers several of these schools annually. The national Club Racing website has information on the schools and their scheduled dates and locations.
7. All applicants are subject to a thorough review and verification of their experience including a check of all references and other available sources not necessarily provided by the applicant. Based on this review, applicants may be required to obtain additional experience beyond minimum requirements listed above, Club Racing administration may require Rookie licensees to complete their first race at a track at which they have had prior driving experience. BMW CCA Club Racing is the sole and final determinant of the suitability of an applicant's experience.
 8. With these requirements fulfilled the applicant may be granted a BMW CCA Club Racing Rookie License. This license will be in effect for two (2) Club Racing events (including the event of the school). Each rookie will be required to display rookie identification on the rear deck lid or bumper, and their performance will be monitored closely by BMW CCA Club Racing. After successfully competing in two events, the license status will be upgraded to Competition.
 9. ROOKIE MEETINGS - All Rookie license applicants and Rookie license holders must attend the scheduled "Rookie" meetings at Club Races until they have been awarded a Competition License. Provisional licensees must attend the scheduled "Rookie" meeting at their first Club Race event. Attendance is mandatory to be eligible to compete in the event.

10. Rookie and Provisional licensees must satisfactorily complete two (2) events to qualify for a Competition license. An event that includes multiple races will be counted as one event.
11. The BMW CCA Club Racing Licensing Coordinator is responsible for issuing and maintaining all licenses and records. All 13/13 incidents and penalties will be tracked, and a database will be maintained on those drivers on probation or suspension. This information will be made available to all Chapters which are organizing subsequent Club Racing events.
12. A licensee must participate in two races per year or other on-track non-race activities to be eligible for renewal. Eligible events include races and driving schools with sanctioning organizations/clubs as listed in Sections 4 and 6. The participation must be documented and verifiable.

A licensee who does not meet the recency requirements must reapply for a first year license. License renewal fee is \$60 which must be submitted with the License Renewal form and a medical certification, if required.

IMPORTANT NOTE:

BMW CCA Club Racing reserves the right to amend or alter the Licensing Policy at any time at its sole discretion. An application in process may, at the sole discretion of BMW CCA Club Racing, be required to comply with any such changes irrespective of its status at the time of amendment or alteration.

BMW CCA Club Racing retains the right to accept or reject any applicant based solely on its assessment of the applicant's qualifications and experience. No guarantee is made that meeting the minimum qualification and experience requirements presented above will result in the issuance of a BMW CCA Club Racing License to the applicant.

By submitting an application, the applicant recognizes that BMW CCA Club Racing is the sole and final authority in determining if any applicant is deemed qualified to be granted a license.



BMW CCA CLUB RACING COMPETITION LICENSE APPLICATION

Name _____ BMW CCA Member/Associate # _____

Address _____ Home Phone _____

City/ST/Zip _____ Work Phone _____

Birth date: _____ Fax # _____

Chapter _____ Email Address _____

Current Competition License Information (list each Sanctioning Body, License Number, provide photocopy of license documenting expiration date of license and physical; provide photocopy of BMW CCA membership card). ***Those with a current competition license must include copies of the OFFICIAL results in the last three (3) events in which you participated.***

1) _____

2) _____

3) _____

Non-Competitive Experience - Describe your BMW CCA Driver's School, professional schools, or other eligible experiences. List most recent experience first. Use separate sheet as required.

Certification of Experience - (Required for applicants with no current competition license – see BMW CCA Club Racing Licensing Policy).

Name of Person Certifying Experience _____

Address/Phone _____

Position _____

Certifying Person's Description of Applicant's Experience (Use separate sheet as needed) -

Number of events, run group, on-track ability, etc.:

Which event do you plan to attend as your first BMW CCA Club race?

Type of car you intend to Race: _____

BMW CCA Club Racing Class: _____

Car Model: _____ Yr: _____ Color(s): _____

Applicant: I certify that the above information is true, and that I am applying for a BMW CCA Club Racing License in full knowledge of the dangers inherent in this type of Motorsports activity.

Applicant Signature

Date

Return this application with:

- Two (2) recent passport-size photos and full payment.
- Photocopy of BMW CCA or recognized BMW Club Membership Card
- \$85 for new licenses (includes decals and patches)
- \$60 for license renewals
- ADDITIONAL \$100 expediting fee required if the application is **received** less than 10 business days prior to the event
- ADDITIONAL \$50 expediting fee required if the application is **received** less than 10 business days prior to event

NOTE: Applications that are incomplete or do not include all required documentation and appropriate fee will NOT be processed.

Payment Details: Fees may be paid by cash, check, or credit card (Amex, Discover, MasterCard or VISA)
Make checks payable to: BMW CCA Club Racing

Credit card information:

Name on card _____

Card type: _____ Card #: _____

Exp. Date: _____

Cardholder Signature: _____

MAIL to: Fran Hughes, National Licensing Coordinator
BMW CCA Club Racing
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