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# Track Operations Guidelines

## 1. Venue General

- 1.1. Hire period begins when the Venue Hirer enters their hired area (not when physical on-track activity begins).
- 1.2. The Venue Hirer shall complete an inspection of the hired areas and notify the Association if there are any safety concerns to be resolved prior to the commencement of the agreed activity.
- 1.3. The Venue Hirer shall only use the booked areas to conduct the agreed activities.
- 1.4. The Venue Hirer shall ensure the booked areas and the facility is left in the condition it was initially hired at the completion of their event. This includes but is not limited to clean-up of oil spills, excessive rubber debris, discarded tyres and oil, litter and event promotional material. Should additional remediation be required, costs may be incurred.
- 1.5. The Venue Hirer must notify the Association immediately of any damage caused to any part of the Sporting Facility by its actions or the actions of its drivers or passengers or any persons associated with the Venue Hirer. This particularly applies to the first line of protection or other safety-orientated structures including but not limited to fire extinguishers, fire hose reels and oil soak materials.
- 1.6. The Venue Hirer is required to provide the Association with detailed reports of any incident requiring medical intervention, regardless of the severity of the incident. This includes any incidents which may have resulted in a critical outcome.
- 1.7. The Venue Hirer may be requested to coordinate with other facility hirers regarding access to specific areas, including crossing the main circuit to access the infield. All Venue Hirers are required to reasonably facilitate the requirements of other users.
- 1.8. The Association has a zero-tolerance policy in relation to abuse or intimidating behaviour towards their representatives. In any dealing with representatives of the Association, whether employees or volunteers, the Venue Hirer shall conduct themselves in a professional and respectful manner. This includes representatives, employees, suppliers, or contractors of the Venue Hirer.
- 1.9. The paddock area is only to be used in accordance with the road arrow traffic system and declared internal speed limit of 15kmph.

- 1.10. Other than as specifically provided for by the Association in accordance with its liquor license, the Sporting Facility is an alcohol-free venue. No alcohol or alcoholic beverage of any description is to be brought into the venue. Any on-venue purchased or supplied shall be consumed in the designated areas.
- 1.11. Activation or use of hydrants without authorization in a non-emergency will result in immediate termination of hire. Offenders must pay all costs incurred to rectify any damage and all costs incurred to rectify equipment to full working order.
- 1.12. The Association reserves the absolute right at any time to refuse entry to the Sporting Facility by the Venue Hirer without reason. The Land is private property. Any person on the Land without the permission of the Association is guilty of trespass and subject to the penalties prescribed by law.
- 1.13. The Venue Hirer is responsible for their patron's conduct and must act in the best interests of the Association.
- 1.14. Except for dogs used for medical reasons (support dogs), animals are not permitted upon the Land inclusive of the Sporting Facility.
- 1.15. Prior approval must be obtained from the club before any structures are erected.
- 1.16. No camping upon the Land is permitted without the written authority of the Association.
- 1.17. The Association and its members have leasehold rights over all the garages upon the Land, many of which contain race vehicles and equipment. The Venue Hirer is strictly forbidden from blocking access to or entering the garages without the express permission of either the member/occupier or the Association.
- 1.18. All areas of CARCO.com.au Raceway are smoke-free. Please ensure your patrons and staff abide by this rule.
- 1.19. Use of drones within the facility is forbidden without express authorisation from the Association.
- 1.20. For any ticketed event held at the venue with predicted spectator numbers above 5,000 patrons, the Venue Hirer must have an approved event plan including traffic management.

## **2. Circuit**

- 2.1. The main circuit is only to be used in a clockwise direction at all times unless otherwise stated on the copy of the Venue Hirers' insurance.
- 2.2. The Infield/Skid Pan is to be used for approved event activities only. The Venue Hirer agrees that at no time will spectators be permitted in the area and garage doors are to remain closed during event activity.
- 2.3. The Venue Hirer must acknowledge and comply with the configuration of Jack's Hillclimb which will be designated by the Motorsport Australia track licence unless stipulated by the Venue Hirers' own insurance policy.
- 2.4. The circuit is deemed as live when; any vehicle is circulating at a speed over 60kmph.
- 2.5. No support vehicle, buggy or person is permitted to access the circuit or infield area when live.
- 2.6. Spectators must remain in the designated areas, at no time shall they enter restricted areas such as; the pit lane, the active track area, the infield skid pan, and media platforms.

- 2.7. Children under the age of 16 must at all times be under the immediate supervision of an adult and at no time are they to be in a restricted area unless competing in the event.
- 2.8. No static burnouts are permitted on the racing circuit, infield area, pit lanes, paddock areas or any other areas except the burn-out pad.

### **3. Insurance**

- 3.1. The Venue Hirer must obtain and provide proof to the Association of an appropriate organising permit from a recognised sanctioning body (Motorsport Australia, Motorcycling Australia, AASA, RACERS).
- 3.2. If the Venue Hirer has non-motorsport insurance it must provide proof to the Association of an insurance policy to cover its employees, agents, and participants with insurance, to be underwritten by an APRA approved insurance underwriter. This must cover the setup, tearing down and delivery of their activity with a minimum of 50,000,000 public liability.
- 3.3. Insurance coverage will be consistent with the set-up and use of the Venue for any agreed activity being undertaken the purpose of the Policy is to cover all public liability risks arising out of or in any way connected with the use of the Sporting Facility by the Venue Hirer or its invitees during the term.

### **4. Medical Requirements**

- 4.1. The Venue Hirer must comply with all medical requirements as stipulated by their insuring body (Motorsport Australia, Motorcycling Australia, AASA, RACERS). If non-motorsport insurance is used by the Venue Hirer, the following will apply.
  - 1 – 10 participants: Minimum of a Senior First Aid on site
  - 11 – 20 participants: Minimum of a Nurse Practitioner on site
  - 21+ participants: Minimum of a Paramedic and patient transport on site

### **5. Media**

- 5.1. Any media wishing to access restricted areas at any event must be a minimum of 18 years of age.
- 5.2. Media must remain in the areas so designated or if authorised, at no time shall they enter restricted areas nor traverse spectator area fencing.
- 5.3. Media must always remain behind the first line of defence in all areas of the venue including the infield.