



# CLERK OF COURSE REPORT

**CLUB / PROMOTER:** \_\_\_\_\_ **VENUE:** \_\_\_\_\_ **MSA PERMIT NO:** \_\_\_\_\_

**STATUS OF EVENT:** \_\_\_\_\_ **EVENT NAME:** \_\_\_\_\_ **DATE OF EVENT:** \_\_\_\_\_

MSA Steward:		Were all timetables adhered to as per Regs?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Club Steward:		Was a fire vehicle available?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
MSA Enviro Steward:				
Clerk of the Course:		Were all flags and signals present?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Assistant Clerk of the Course:		Were all Officials in radio contact?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Chief Scrutineer:		Were both Stewards present:		
			at the start?	Yes <input type="checkbox"/>
Chief Marshal:				
			during the event?	Yes <input type="checkbox"/>
Chief Timekeeper / Lap Scorer:				
			at the end of the event	Yes <input type="checkbox"/>
No of Ambulances present:				
			at prize giving?	Yes <input type="checkbox"/>
No of Scrutineers present:		Was pre-race scrutiny carried out?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
No of Marshals present:		Were post-race scrutiny checks called for?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
No of Breakdowns:		Were d/BA tests carried out?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
No of Fire Extinguishers:		Did all competitors comply with d/BA requirements?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
How many races were restarted and why?		Were any drug/alcohol tests carried out?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Were any incidents/accidents reported?		Were any entries rejected as unfit to compete?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Were any competitors warned/black flagged?		Were any entries excluded as per post-race scrutiny?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Were any competitors penalized?		Did the organisers attain an acceptable standard?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Were any misconduct reported:		during the event?		
		during the prize giving?		

**Number of Entries per Category (Please give category name and no. of entries)**

CATEGORY / CLASS	NO.	CATEGORY / CLASS	NO.

**GENERAL REMARKS REGARDING THE EVENT:**

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**SIGNATURE:** \_\_\_\_\_

**LICENCE NO:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**NOTE: PLEASE REFER TO PART VI OF THE CURRENT MSA HANDBOOK WHICH STATES: "CLERKS OF THE COURSE HAVE SEVEN DAYS IN WHICH TO SUBMIT THEIR REPORTS BEFORE PENALTIES ARE AUTOMATICALLY APPLIED." ACTION WILL AUTOMATICALLY BE INSTITUTED AGAINST THE ORGANIZING CLUB FOR FAILURE TO SUBMIT PROPERLY COMPLETED REPORTS WITHIN 7 DAYS. (Refer to Appendix "R" - Article 2 d).**