

**EVENT INSCRIPTION/SANCTION FORM**

*(To Be Completed In Block Letters)*

Title of Event: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Status of Event: \_\_\_\_\_

*(State if Club, National or International)*

Name of Applicant: \_\_\_\_\_

*(State Name of Affiliated Club, Corporate Member Etc)*

MSS Membership No.: \_\_\_\_\_

*(If Applicable)*

Name of Organiser: \_\_\_\_\_

*(If Different From Applicant)*

MSS Membership No.: \_\_\_\_\_

*(If Applicable)*

Name of Promoter: \_\_\_\_\_

*(If Different From Applicant)*

MSS Membership No.: \_\_\_\_\_

*(IF Applicable)*

Guest-of-Honour: \_\_\_\_\_

*(if Any)*

Event Date(s): \_\_\_\_\_

Event Venue: \_\_\_\_\_

*(State Location, Public or Private Property)*

Course: \_\_\_\_\_

*(State Type of Surface, Temporary or Permanent)*

I/We enclose our Cheque No. \_\_\_\_\_ for S\$ \_\_\_\_\_ being payment of Inscription/Sanction Fees.

Contact Person: \_\_\_\_\_ Contact No.: \_\_\_\_\_

*(Name)*

\_\_\_\_\_  
*(Email)*

\_\_\_\_\_  
Name & Designation of Applicant

\_\_\_\_\_  
Applicant's Signature  
Date:

**For Official Use Only:**

Member of:



FÉDÉRATION INTERNATIONALE  
DE L'AUTOMOBILE



COMMISSION INTERNATIONALE  
DE KARTING-FIA



FÉDÉRATION INTERNATIONALE  
DE MOTOCYCLISME

## EVENT INSCRIPTION / SANCTION PROCEDURES

1. All applications for MSS to inscribe and/or sanction a race event must be submitted no later than 30 days prior to the event date (Permanent circuit) or 60 days prior to the event date (Temporary circuit). These requests must be submitted in writing on this prescribed form available from the MSS Secretariat and accompanied by the prescribed fees, where applicable.
2. All applications must be accompanied by the following documents:
  - a) Supplementary Regulations (SR) with Technical Requirements
  - b) A drawn to scale layout plan of the track detailing all aspects pertaining to the race, i.e. Start/Finish line, Direction of Race, Race Control, Secretary of Meeting office, Paddock, Marshals and Medical Posts, Spectators areas, etc.
  - c) Letter of Consent form venue/land owner
  - d) Police Permit
  - e) Casualty Evacuation Plan with Ambulance Service provider (with or without Doctor present)
  - f) Ambulance equipment list.
  - g) Notification and acknowledgment letter from the hospital nearest to the race venue
  - h) Third Party Liability insurance policy with MSS as a named party
  - i) Group Personal Accident insurance policy
3. Upon receipt of the application, MSS will appoint a member of the relevant commission to be in-charge of the event and inform all commissions of the event application for their understanding of the event details and support to the person in-charge of the event.
4. Within 14 days upon receipt of Item 2) above, MSS will notify the applicant on the status of the application and the appointment of the ASN/FMN Steward, where applicable.
5. In the event that an ASN/FMN Steward is required, a meeting may be arranged with the event officials to finalize any specific requirement and to arrange for a circuit/track inspection if necessary. The costs of such inspections shall be borne by the Applicant.
6. MSS will issue the Event Organising Permit no later than 7 days prior to the date of the event.
7. Inscription Fees: (to be inscribed at least 6-12 months before the event)
 

Club Events	S\$100.00
National Events	S\$200.00
International Events	Fees Payable to FIA/FIM/CIK-FIA + 10% administrative fee
8. Sanction Fees:
 

Club Events	S\$500.00
National Events	S\$1000.00
International Events	S\$1,000.00 + Fees Payable to FIA/FIM/CIK-FIA
9. Change of Event Dates After Inscription
 

Club Events	S\$100.00
National Events	S\$200.00
International Events	S\$500.00 + Fees Payable to FIA/FIM/CIK-FIA
10. MSS reserves its rights to revise or waive the above fees stated in Item 6), 7) & 8) if necessary. (Cheques should be crossed and made payable to the Motor Sports Singapore).