

Autodromo Internazionale del Mugello – 12<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup> July 2024

## COMMUNICATION TO PARTICIPANTS

Date: 20<sup>th</sup> June 2024

Time: 12:00

Subject: Info Bulletin No.1 – General information

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From: Organizer

To: All Competitors/Drivers of all categories

Categories: FRECA IF4C CIGTE CISP TCR ITALY PCCI

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To operationally facilitate the pre-race management of the various categories involved, Mr. Competitors / Drivers are strongly requested to scrupulously follow the current F.I.A. / A.C.I. sporting rules, as well as the provisions of this circular, regarding:

## A. EVENT REGISTRATION

### REGISTRATIONS FOR INDIVIDUAL SCHEDULED RACES

All entries must **imperatively** be received by MUGELLO CIRCUIT S.p.A. by Friday 5<sup>th</sup> July 2024 and must be accompanied by the appropriate entry fees.

Registration must be made as follows:

#### Competitors with an **Italian license**

1. **Mandatory:**

By means of the on-line "pre-registration" procedure on the ACI website (information on how to use this procedure can be found on the Aci Sport website).

Please note that pre-registrations, once taken in charge by the organizer will no longer be visible nor editable by the competitor.

#### **N.B. A competitor with an Italian license may enter drivers with foreign licenses in the race.**

The pre-registration, even if accepted, to be validated must be followed by attaching the copy of the payment on "Circuit Enter".

2. **Mandatory** registration on the [Circuitenter.it](http://Circuitenter.it) website

Documents to upload to the platform:

- Valid Competitor License and Driver License(s) (front/back)
- Copy of medical certificate (if not present on the licence)
- Driver(s) qualification (if not present on the licence)
- ASN authorization in the case of foreign driver(s) (mandatory if it is not shown on the license itself)
- Payment statement
- Copy of renewal of any expired documents (medical certificate and/or ACI association)
- Copy of free practice liability release
- In the case of a minor driver, self-certification of parental authority, and a copy of the identity documents of the minor and his parents.
- Clothing statement

#### Competitors/Conductors with **foreign licenses**

1. **Mandatory** registration on the [Circuitenter.it](http://Circuitenter.it) website

Documents to upload to the portal:

- Valid Competitor License and Driver License(s) (front/back)
- Medical fiche (if it is not shown on the license itself);
- ASN authorization of belonging in the case of foreign driver(s) (mandatory if it is not shown on the license itself)
- Payment statement
- Copy of free practice liability release
- In the case of a minor pilot, self-certification of parental authority, and a copy of the identity documents of the minor and his parents
- Clothing statement

**The entry in any case is considered valid and finalized ONLY when the relevant entry fee is paid.**

Registration fees can **ONLY AND EXCLUSIVELY** be sent **by bank transfer** to:

**Mugello Circuit S.p.A.**  
**Banca Intesa San Paolo – Agenzia di Scarperia**  
**IBAN IT27 K030 6905 4760 0000 0007 454**  
**SWIFT/BIC BCITITMM**

**Strictly specify:** 1) Name(s) of competitor(s)  
 2) Type of championship/Trophy/Cup in which is participating

The copy of the transfer account must contain the CRO number

**FOR INVOICING:** Follow the procedure in the dedicated area on "Circuit Enter".

**ATTENTION FOR FOREIGN COMPANIES (WITH NON-ITALIAN VAT NUMBER)**

**As required by Italian tax regulations, following the publication on 24/09/2018 by the Agenzia delle Entrate of Principle of Law No. 2 on VAT (Dpr. 633/72 and subsequent amendments), all services will be subject to ordinary VAT even for companies with non-Italian VAT registration numbers**

The registration fee amounts are as follows:

Typology	Costs	Vat	Total
C.I. Gran Turismo Endurance Classe GT3	€ 3.000,00	€ 660,00	€ 3.660,00
C.I. Gran Turismo Endurance Classe GT Cup	€ 1.800,00	€ 396,00	€ 2.196,00
TCR Italy Italian Touring Championship	€ 1.150,00	€ 253,00	€ 1.403,00
Porsche Carrera Cup Italia (1)	€ 1.748,40	€ 384,60	€ 2.133,00

(1) Including Free Practices

**N.B. The date of making the payment (not the value date) will be considered for transfers.**

**Any pre-registration made after the deadline and/or for any registration form received after the deadline will not be considered valid.**

**B. FREE PRACTICE SESSIONS**

**FREE PRACTICE SESSIONS**

The amounts of free practices are as follows:

Typology	Duration	Taxable	VAT	Total
Campionato Italiano Gran Turismo Endurance	<b>60'</b>	€ 420,00	€ 92,40	€ 512,40
TCR Italy Italian Touring Championship	<b>30'</b>	€ 210,00	€ 46,20	€ 256,20

**ATTENTION!**

**Free practice sessions MUST BE MANDATORY PAID by bank transfer to the same bank account provided above for the entries. A copy of the payment must be attached on "Circuit Enter" website.**

**The liability release (M-126 and M-127) must be filled in all its parts, signed and uploaded on "Circuit Enter".**

**FOR FREE PRACTICES WILL BE DELIVERED A STICKER TO BE APPLIED TO THE CAR (WINDSHIELD ON THE UPPER LEFT SIDE OF THE DRIVER'S SIDE FOR TURISMO AND GT CARS AND ON THE NOSE ABOVE THE NUMBER FOR FORMULA AND PROTOTYPE CARS) THAT WILL ALLOW ENTRY TO THE TRACK FOR THEM.**

Information Office will be open as follow:

- Thursday 11<sup>th</sup> July 2024 from 15.00 to 18.00
- Friday 12<sup>th</sup> July 2024 from 08.00 to 15.00

## C. BOX

### 1. BOX RESERVATIONS

The box reservation request should be done on "Circuit Enter" website no later than day 7<sup>th</sup> July 2024 (M-121). The assignment of the boxes will be made by ACI Sport and the confirmation of the assignment of the pit garage will be done by e-mail directly from "Circuit Enter" portal, with the payment request.

The reservation request should indicate:

- a) Name of the requesting Team with telephone, fax, and e-mail contact details
- b) Number of boxes needed
- c) Number of cars entered and their respective category
- d) Name, Surname, and cell phone number of a responsible person

Box reservations will not be considered unless at the same time as registration.

### 2. COSTS

The cost for the entire Weekend (Friday, Saturday, and Sunday) of each box is as follows:

BOX	Euro + VAT 22%	Euro (VAT included)
ENTIRE BOX (2 doors, mt. 12 x mt. 12)	€ 1.900 + vat	<b>(€ 2.318)</b>
HALF BOX (1 door, mt. 6 x mt. 12)	€ 950 + vat	<b>(€ 1.159)</b>

### 3. PAYMENT

Payments can only be made in advance by Bank Transfer immediately after receipt of the assignment confirmation to the same bank details as the registration payment above. The copy of the payment must be uploaded to "Circuit Enter" portal.

### 4. KEY PICKUP AND RETURN

The boxes will be made available as of 09.00 on Thursday 11<sup>th</sup> July 2024.

Delivery of the keys will be made at the main entrance (red helmet) who will arrange for the relevant forms to be signed and collect a deposit of 100.00 euros as security for any damage, that will be returned when the keys are handed back, at the Circuit main entrance (red helmet).

### 5. SECURITY PROVISIONS WITHIN THE BOX

- ✓ Smoking or the use of open flames is prohibited inside the boxes
- ✓ Inside the boxes it is forbidden to deposit flammable materials (gasoline, etc.), which should be stored outdoors;
- ✓ Leave fire hydrants, fire extinguishers and any other fire-fighting equipment visible and accessible;
- ✓ Ensure that emergency exits, transit areas and escape routes are fully accessible, avoiding any obstruction;
- ✓ Deposit waste oils in the appropriate containers located at different points inside the Circuit;
- ✓ **In case of accidental spills of flammable liquids, oils or substances that may make the pavements slippery, promptly remove and clean them;**

### 6. BOX CLEANING

Reminder to all participants that both paddocks and boxes must be returned free of any tyre, which should be disposed by the participants. In case of non-compliance the costs for the disposal will be charged to the offender.

- ✓ **It is forbidden to apply stickers of any kind to the pit floor.**
- ✓ **The boxes shall be sanitized daily by the occupants using cleaning chemicals.**
- ✓ **Before the keys are returned, they must be cleared of any material not present at the time of delivery**

- ✓ **At the end of the event, any tape placed on the floor from the pit lane must be removed to have a clean surface. A fine of €150 will be applied if the tape is not removed properly.**

## **D. TIMETABLE OF THE EVENT**

### **1. TIMETABLE**

The provisional timetable of the event will be published at [www.acisport.it](http://www.acisport.it) and at [www.mugellocircuit.com](http://www.mugellocircuit.com)

### **2. CIRCUIT ENTRANCE**

Access to the Paddock is in compliance with the economic and legislative provisions in force at the time.

Entry to the circuit is permitted:

- |  |            |                             |
|--|------------|-----------------------------|
| - Wednesday 10 <sup>th</sup> July 2024 | from 15.00 | to 20.00 (only IF4C e PCCI) |
| - Thursday 11 <sup>th</sup> July 2024  | from 09.00 | to 20.00 (only box)         |
|  | from 14.00 | to 20.00 (paddock)          |
| - Friday 12 <sup>th</sup> July 2024    | from 08.00 | to 20.00                    |
| - Saturday 13 <sup>th</sup> July 2024  | from 08.00 | to 20.00                    |
| - Sunday 14 <sup>th</sup> July 2024    | from 08.00 | to 14.00                    |

Please strictly observe these times.

Transportation of materials and/or movement of heavy vehicles are not allowed during night hours unless specifically authorized by the Circuit Management.

During the weekend, access to the main paddock for loading and unloading of materials will only be allowed for a maximum duration of 45 minutes.

### **3. ADMINISTRATIVE CHECKS**

#### **COMPETITORS AND DRIVERS WITH ITALIAN LICENSES**

ONLY AND EXCLUSIVELY competitors/drivers who are not in good standing with the documents sent with the registration or with documents that have expired in validity must present themselves.

#### **COMPETITORS AND DRIVERS WITH LICENSES OTHER THAN ACI LICENSES**

WILL HAVE TO COMPULSORILY PRESENT THEMSELVES TO CARRY OUT THE SPORTING VERIFICATIONS (DOCUMENT CONTROL AND SIGNATURE VERIFICATION FORM).

The Verifications will be held at Race Secretariat (1<sup>st</sup> floor – Stair B):

- |                                       |            |                      |
|---------------------------------------|------------|----------------------|
| - Thursday 11 <sup>th</sup> July 2024 | from 14.00 | to 16.00 (only IF4C) |
| - Friday 12 <sup>th</sup> July 2024   | from 09.00 | to 11.00             |

### **4. TECHNICAL SCRUTINEERS**

As per regulations, **pre-race scrutineering will be conducted in attendance** at pit garage nr. 19-20 at the times set on the timetable.

#### **ATTENTION:**

**The "Declaration of safety clothing conformity" duly completed must be uploaded on "Circuit Enter" and must be presented in original form to the scrutineering.**

The competitors may use the equipment located in the scrutineers garage, always respecting the Circuit Regulations.

### **5. TEAM MANAGERS AND DRIVERS BRIEFING**

Briefings will be held at the BRIEFING ROOM located 2<sup>nd</sup> floor Stair A.

## 6. EXIT BILGES DISMANTLING STRUCTURES

We remind all participants that the dismantling of structures and the movement of vehicles may take place - for safety reasons - only at the end of the last scheduled race.

Any failure to comply with this provision will be reported to the Stewards for the measures provided for in the Regulations.

## E. EVENT LOGISTIC

### 1. ACCREDITATION CENTRE

The accreditation centre will be at Main Entrance via Senni, 15 and will observe the following hours:

- Wednesday 10 <sup>th</sup> July 2024	from 15.00	to 18.00
- Thursday 11 <sup>th</sup> July 2024	from 14.00	to 19.00
- Friday 12 <sup>th</sup> July 2024	from 08.00	to 19.00
- Saturday 13 <sup>th</sup> July 2024	from 08.00	to 19.00
- Sunday 14 <sup>th</sup> July 2024	from 09.00	to 14.00

**For the collection of envelopes, it will be necessary to show an identification document.**

### 2. TRANSPONDER DISTRIBUTION

Transponders must be collected by the Team Representative at the timing room located on the 3<sup>rd</sup> floor of Pit Box Building with access from staircase B at the following times:

- Wednesday 10 <sup>th</sup> July 2024	from 15.00	to 20.00 (only IF4C & PCCI)
- Thursday 11 <sup>th</sup> July 2024	from 09.00	to 19.00
- Friday 12 <sup>th</sup> July 2024	from 08.00	to 18.00
- Saturday 13 <sup>th</sup> July 2024	from 08.00	to 18.00
- Sunday 14 <sup>th</sup> July 2024	from 09.00	to 14.00

Transponders must be **returned** always at the local timing place at 3<sup>rd</sup> floor of Pit Box Building on Sunday 14<sup>th</sup> July **within 30' from the end of the last scheduled race.**

### 3. MEDIA CENTRE

The media centre, located at 1<sup>st</sup> floor of the pit building, accessible by stair C, will respect the following timetable:

- Thursday 11 <sup>th</sup> July 2024	from 14.00	to 18.00
- Friday 12 <sup>th</sup> July 2024	from 07.45	to 20.30
- Saturday 13 <sup>th</sup> July 2024	from 07.45	to 20.30
- Sunday 14 <sup>th</sup> July 2024	from 07.45	to 20.00

#### 4. OFFICIAL NOTICEBOARD

The Official Notice Board will be only and exclusively Virtual and will be active from **Thursday 11<sup>th</sup> July 2024** on [Mugello Circuit](https://www.mugellocircuit.com) site and on the Sportity platform.



The banner features the Sportity logo at the top left. The main text reads: "For direct event information please download the Sportity app and insert this password: ARW\_24". Below the password is a white rounded rectangle containing the text "ARW\_24". At the bottom, it says "Sportity app is available in" followed by "Available on the App Store" and "Get it on Google play" with their respective logos and QR codes. The website "www.sportity.com" is also visible at the bottom left.

#### 5. RANKINGS DISTRIBUTION

No paper copies of the rankings will be distributed, which will be available at the following links:

- <https://livedataacisport.perugiatiming.com>
- ACI Sport <http://acisport.it/it/home>

#### 6. RADIO FREQUENCIES

Please note that as per the provisions of the Ministry of Economic Development each participating team that will use frequencies and radio equipment must apply for and obtain from the Ministry the temporary license for use of frequencies and radio equipment.

TX: 462.150 MHz, 462.425 MHz

RX: 452.150 MHz, 452.425 MHz

To obtain the licence for the use of radio frequencies we ask you to contact the Ministry of Economic Development (Florence section) represented by Mariano Linari (tel. 055.2724314 – fax 055.218240)

### F. CIRCUIT LOGISTIC

#### 1. MINORS

Minors (except for those holding an ACI Sport/FIA driver's license) are not allowed access to sensitive areas (Paddock, Box, Pit-Lane, Press Room, Race Direction, and related offices).

Access to the Paddock is allowed only to reach the Team hospitality area.

## **2. TELEVISION SIGNAL DISTRIBUTION**

Please note that the distribution of television signals inside the boxes and paddock of the Circuit is in digital terrestrial HD. You are requested to tune your equipment to receive the TV signal distributed inside the Circuit.

## **3. AUDIO-VIDEO BROADCASTS**

We remind you all those who during the event will use within their hospitality / tensile structures etc. audio and / or video equipment there is an obligation to pay SIAE rights, which must be made in advance at:

SIAE Agency of Borgo San Lorenzo (FI) represented by Arianna Gasbarro, tel. 331-1367483 - mail [mugello@mandatarie.siae.it](mailto:mugello@mandatarie.siae.it)

## **4. CERTIFICATION OF TEMPORARY STRUCTURES WITHIN THE PADDOCK**

For installations of temporary structures inside the paddock area during the event, ANNEX, FORMS 192-193A-194 must be filled in and uploaded on the dedicated area on "Circuit Enter"; for details, please contact +39.0558499207.

It is also recommended to carefully read the General Regulations ([https://www.mugellocircuit.com/images/stories/pdf/regolamento\\_generale\\_eng.pdf](https://www.mugellocircuit.com/images/stories/pdf/regolamento_generale_eng.pdf)) for everything concerning safety at the Circuit, waste management, and the assembly of temporary structures.

## **5. WI-FI AREA**

In the paddock area, inside the garages, in the pit lane and Press Room, Wi-Fi is available free of charge, at a bandwidth of 360k. Cable connections with a faster performance may be activated on request, please contact Veronica Boni ([veronica.boni@mugellocircuit.com](mailto:veronica.boni@mugellocircuit.com) - +39.055.8499203).

## **6. HOSPITALITY ROOM RENTAL**

Hospitality areas are available for representation of various sizes, with the possibility of customized catering service.

For information and quotes, please contact Mrs Veronica Boni, phone +39 3346591238 e-mail [veronica.boni@mugellocircuit.com](mailto:veronica.boni@mugellocircuit.com)

## **7. BAR - CATERING**

BAR & AND SELF-SERVICE RESTAURANT: the bar and the self-service restaurant will be open from Wednesday, July 10<sup>th</sup> to Sunday, 14<sup>th</sup> July 2024 (restaurant from 12.00 to 14.30 – Bar from 8.00 to 18.30) If you wish to ask for information or for a personalized catering service, please contact the Restaurant (tel. +39.055.8499274- [autodromo.mugello@cremonini.com](mailto:autodromo.mugello@cremonini.com) - Mr. Andrea Cecchi).

## **8. INTERNAL FUEL DISTRIBUTION**

There is a 24/h self-service fuel station inside the Circuit (95 & 100 octane).

Payment: Self Service with Cash and/or credit cards.

# **G. SAFETY INFORMATION FOR EVENT PARTICIPANTS**

## **1. SAFETY- RELATED INFORMATION FOR EVENT PARTICIPANTS (TEAMS)**

For all participants (Teams), the safety provisions to be followed inside the Circuit are outlined in the document named "General Regulations" published on the Circuit website of which **Teams must take mandatory notice.**

## **2. GENERAL AND SAFETY INFORMATION INSIDE THE CIRCUIT**

The event will also be open to the public regarding the Paddock in compliance with the regulations in force at the time.

Please note that throughout the event the current health protocols required by the regulations in force during the period of the event must be respected.



It is recommended to carefully read the General Regulations (found on the Circuit's website) for everything related to safety at the CIRCUIT.

We also inform you that the events organized within the MUGELLO CIRCUIT are ISO 20121 certified therefore a system of waste collection will be active where you will find the following containers.

- **YELLOW** colored containers specifically for the collection of waste consisting of **PAPER/CARDBOARD**
- **BLUE** containers specifically for the collection of waste consisting of **PLASTICS/CANS**
- **GREEN**-colored containers specifically for the collection of waste consisting of **GLASS**
- **BROWN**-colored containers specifically for the collection of waste consisting of **ORGANIC**
- **BLACK**-colored containers specifically for the collection of **NON-RECYCABLE** waste.

Therefore, it is requested that the following information be disseminated as soon as possible to all participants of the event because with the support of all those present, we will be able to ensure the environmental sustainability of the event.

## H. SPECTATOR/PUBLIC ENTRANCE

There is a fee for admission to the circuit and the costs are as follows:

### Friday 12<sup>th</sup> July 2024:

- General admission: € 5.00  
Pit Building Terrace (Paddock) & Main Grandstand: € 10  
€ 5 reduced women/under 18/ACI member  
Free entrance: under 15 and Scarperia e San Piero residents

### Saturday 13<sup>th</sup> July 2024:

- General admission: € 5  
Pit Building Terrace (Paddock) & Main Grandstand: € 20  
€ 10 reduced women/under 18/ACI member  
Free entrance: under 15 and Scarperia e San Piero residents

### Sunday 14<sup>th</sup> October 2024:

- General admission: € 5  
Pit Building Terrace (Paddock) & Main Grandstand: € 20  
€ 10 reduced women/under 18/ACI member  
Free entrance: under 15 and Scarperia e San Piero residents

**PADDOCK PASS:** Teams wishing to purchase additional paddock passes in addition to their own allocation may send their request via the portal "Circuit Enter". The cost is € 30 VAT INCLUDED/each, including free parking at P14, and is valid for the entire weekend (Friday, Saturday and Sunday).

## I. CIRCUIT TIMES AND CONTACTS

Autodromo Internazionale del Mugello  
via Senni nr.15 –50038 Scarperia e San Piero – FI –  
email: [info@mugellocircuit.com](mailto:info@mugellocircuit.com)  
Switchboard +39.055.8499111 – Fax +39.055.8499251

Follow us



It is trusted that everyone will cooperate fully so that the management of the event will run smoothly.