Drivers' Meeting Script - SAMPLE

1. **Welcome**: Introduce key event officials and welcome drivers to the event.

2. **Waivers:** "Everyone on the event site needs to sign the Waiver Form and wear a wristband – both drivers and spectators. A parent or guardian must sign the Minor Release form for anyone until 18 years of age at the event."

    "Did anyone not sign the waiver & get a wristband?" If not, please visit the table near the timing trailer.

3. **Registration:** "Has anyone not checked in with Registration and been through tech inspection?" If not, collect any last-minute forms and/or make special arrangements.

4. **Driving while not on course:** "There is a 5mph speed limit on the event site, when not on course. Please obey posted speed limits on public roads near the event.

5. **"No drugs or alcohol are allowed on the event site."**

6. **Course Notes:**

    a. Briefly describe course. Note any unique elements or safety issues.

    b. Describe staging process.

7. **Run Groups:** Describe Run Group organization for the event.

    a. **x** Run Groups (depending on the site).

    b. There will be **x** runs in the morning heat. We are planning for **x** runs in the afternoon heat, which will be adjusted, depending on how the event is progressing.

    c. A total of **x** heats (morning & afternoon). There will be a total of **x** (or more) timed runs, unless something unforeseen happens.

    d. "Time & weather permitting, Fun/Instructional Runs will be offered at the conclusion of the event. Anyone who stays for fun runs must help pick up the course afterwards."

    e. "Trophy presentations will be held after the cones have been picked up."

8. **Work Assignments:**

   a. "All drivers MUST also work the event. Did Everyone sign up for a Work Assignment? If not, please sign up now. Work Assignments are with the Signup Captain for each Run Group. Will the Signup Captains please identify themselves?

   b. Point out all Worker Stations, including those on-course.

   c. "Please be on time to your work assignments. Heats will not begin until all workers are in place."

   d. "If you don't show up for your work assignment, you will receive a DNF for all runs."

   e. The Run/Work/Rest order is posted at registration.

9. **On course issues:** If you encounter a down/misplaced cone, stop and point out the situation to course workers. You will receive a re-run.

10. **General Safety issues:** Any worker has the right to stop the event, if they see an unsafe situation. Drivers - If a course worker runs in front of you or some other unsafe situation occurs, stop. You will receive a re-run. If you see a red flag being waved, stop and wait for instructions from the course workers.

11. **Instructor Assistance:** Instructor ride-alongs and/or advice is encouraged for all Novice drivers. Instructors are assigned to each Heat, and will be stationed at (location).

12. **First-time Autocrossers**: If this is your first time at a MAC autocross event, please stay after the meeting, for additional instructions.

13. **Announcements:** "Are there any Announcements?"

14. **Q & A:** "Are there any Questions?"

15. **Audit Sheets:** "Audit sheets listing all registered drivers are posted (location).. Please look at the list and verify your name, class and car number are correct."

16. **Wrap up:** "We'll begin course runs at 10:00 AM sharp. Please move your cars to grid immediately following this meeting. Have Fun!"