



## **BY-LAWS OF NORTHWEST OVAL/OFFROAD R/C ASSOCIATION (N.O.R.A.)**

Revised February, 2012

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#### **BY-LAWS OF NORTHWEST OVAL/OFFROAD R/C ASSOCIATION (N.O.R.A.)**

**Revised October 2010**

The following document is hereby intended to be an accepted version of the By-Laws, Rules, Regulations of the club known as N.O.R.A. ("NORTHWEST OVAL /OFFROAD RC ASSOCIATION") from this point forward to be referred to as the Association.

#### **ARTICLE I**

##### **GENERAL**

**Section 1) PURPOSE**

- The purpose of this Association is to promote and encourage the enjoyment of friendly competition between radio control racing enthusiasts. The following By-laws outline the policies, methods, and rules approved by affirmative vote of the majority of the membership present.

## **Section 2) RACING PROGRAM**

- N.O.R.A. shall provide adequate facilities for racing events. The summer and winter primary racing facilities are located at Skagit River Raceways 1730 E. Whitmarsh Rd, Burlington and Skagit Valley Fair Grounds 1410 Virginia Street Building F, Mt. Vernon.
- Marilyn and Michael Houser Page 3 10/28/2010

## **ARTICLE II**

### **MEMBERSHIP**

#### **Section 1) GENERAL MEMBERS**

- General Members shall include all persons who contribute dues to this Association annually. Dues amount to be set by Association.

#### **Section 2) ASSOCIATE MEMBERS**

- Associate members are those persons who contribute annually 2/3 of a general membership and are part of the immediate household of the general members.

## **ARTICLE III**

### **MEETINGS**

#### **Section 1) ANNUAL MEETING**

- The annual meeting of the Association members to elect N.O.R.A officers and to transact other business shall be held each year in the month of February. A notice will be sent to each member who is entitled to vote, not less than ten (10) nor more then thirty (30) days before the meeting Notices will be sent to each member at his/her e-mail address as it appears on the books and records of the Association. It is the responsibility of each club member to keep the club advise of current email address. Such notice shall state the purpose for which the meeting is called and the time when, and the place where it is to be held. Officers term to begin at the start of the next season, i.e. Dirt Oval April - May

#### **Section 2) SPECIAL MEETINGS**

- Special meetings of the Association members may be called by the Association officers at any time and shall be called by the President upon written request of an Association member. The notice of the special meeting will be sent in the same manner as prescribed for the annual meeting.

### **Section 3) REGULAR MEETINGS**

- Meetings shall be held on the third (3rd) Tuesday of every month, at 7:00 pm. Location to be determined at previous months meeting.

### **Section 4) QUORUM and VOTING**

- At all Regular Meetings of the Association, six (6) Association members present shall constitute a quorum. Every member whether a general member or Associate shall be entitled to one (1) vote.

### **Section 5) PROXY VOTE**

- Understanding that members cannot always attend every meeting called due to a variety of reasons, this section is intended to define the requirements for casting a vote on behalf of another in their absence. In order for a proxy vote to be valid, absent members may either,

1. Notify any Association officer of the name of the member carrying the proxy on his or her behalf.

2. Send notification to NORA, P.O BOX 31, Burlington, WA. 98233

3. Send notification to club officers via E-Mail

I, \_\_\_\_\_ give \_\_\_\_\_ authority to vote at the \_\_\_\_\_ meeting on my behalf.

Signed \_\_\_\_\_

Either a general mail delivery letter or e-mail in the above format is acceptable.

## **ARTICLE IV**

### **OFFICERS**

#### **Section 1) OFFICERS OF N.O.R.A.**

- The officers of the Association shall be President, Vice President, Secretary, Treasurer and such other officers the Association may, from time to time deem necessary to conduct general business or activities of the Association. Officers are required to be members of N.O.R.A.

#### **Section 2) OFFICER ELECTIONS**

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- The officers of the Association shall be elected at the annual meeting by the Association body by secret ballot and majority vote of the members that are present or by Proxy. All officer nominations must be made and seconded by an Association member.
- All officers shall hold office for one (1) year or until their successors are elected and assume the office. Newly elected officers shall take office no sooner than January of each year.
- At any meeting of the Association called for the purpose and at

which a quorum is present, any officer elected or appointed by the Association, may be removed from office by the affirmative vote of the majority of members that are present. Notice of the proposed removal from office must be listed on the meeting agenda and sent to all active members in the same manner prescribed in Article III, Section 1.

### **Section 3) VOLUNTEER STATUS**

- The elected officers shall not receive, directly or indirectly, any salary or other compensation from the NORA Association.
- Members or volunteers of the Association may receive such compensation from time to time to be determined by a quorum for time, product or services provided for the Associations activities
- Except for Race Director/Computer Operator

## **ARTICLE V**

### **DUTIES OF OFFICERS**

#### **Section 1) PRESIDENT**

- The President of the Association shall be the Chief Executive Officer and shall preside at the annual, special and regular meetings of the Association. He or she shall call all meetings as herein provided and he or she shall enforce these BY-LAWS and shall be present at the annual meeting of the Association where he or she will report the activities of the Association for the year. He or she sees that the jobs get done and creates the enthusiasm for the Association members and officers.

#### **SCOPE OF RESPONSIBILITIES**

1. Presides at meetings.
2. Is the chief officer of the Association.
3. Calls all meetings.
4. Enforces the By-Laws, Racing and Standing rules.
5. Reports activities of the Association at the annual meeting.
6. Appoints Standing Committees.
7. Acts as track official.
8. Has overall responsibility to ensure races are run smoothly
9. Chairs the Executive Committee.
10. In the absence of an appointed position is empowered. to appoint a member to fulfill duties of a position.
11. He or she shall ask any person who exhibits unacceptable behavior to leave the event and informs said violators of further action as determined by the Association.

#### **Section 2) VICE-PRESIDENT**

- The Vice-President shall perform such duties as may be assigned to him or her by the Association.

## SCOPE OF RESPONSIBILITIES

1. Presides in the absence of the President
2. Sits on the Executive Committee
3. Carries out any specific duties that the By-Laws call for
4. Acts as track race official
5. In the absence of an appointed position is empowered to appoint a member to fulfill duties of a position.
6. The Vice- President and Treasurer or their assistant shall be responsible for ordering and providing class trophies.

### **Section 3) SECRETARY**

- The Secretary shall attend the meetings of the Association and shall record upon the book of records of the Association the proceeding of the Association meetings. He or she shall notify the members of the Association of meetings in accordance with N.O.R.A. By-Laws and shall perform such other duties, as the Association shall, from time to time, prescribe. At the end of his or her term of office, he or she shall deliver to his or her successor all books, records and other property of the Association then in his or her possession.

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## SCOPE OF RESPONSIBILITIES

1. Keeps minutes of all meetings.
2. Notifies members of meetings.
3. Keeps the official documents of the Association:
  - N.O.R.A. By-Laws and Standing rules
  - N.O.R.A. race rules
  - Rules for other N.O.R.A sanctioned events
  - Keeps Legal Documents/ Records of the Association
4. Keeps a record of all members of N.O.R.A
5. Acts as track official
6. Serves on the Executive Committee.

### **Section 4) TREASURER**

- The Treasurer shall be the financial officer of the Association and shall receive and deposit in a bank or banks to be approved by the Executive Committee all the monies and donations of the Association and keep an account thereof. Shall present all Association financial books and records for Audit once a year. He or she shall make disbursements, subject to such regulations as maybe determined from time to time by the Executive Committee and or approval of the general membership and shall make reports of the finances of the Association annually and whenever requested by the Association and or Executive Committee. At the end of his or her term of office, he or she shall deliver to his or her successor all books, records monies and other property of the Association then in his or her possession.

## SCOPE OF RESPONSIBILITIES

1. Keeps the financial records of the Association.

2. Makes financial reports at each regular meeting.
3. Pays bills and deposits funds.
  - Deposits may be made by appointed members.
4. Insures dual signatures on all checks.
5. Keeps records of insurance and keeps the Association informed of necessary coverage's.
6. Serves on the Executive Committee.
7. The Vice- President and Treasurer or their assistant shall be responsible for ordering and providing class trophies.
8. Acts as track official.

### **Section 5) Race Directors**

The race directors shall perform such duties as may be assigned to him or her by the Association.

#### **SCOPE OF RESPONSIBILITIES**

1. Sits on the Executive Committee
2. Carries out any specific duties that the by-laws call for
3. Act's as Track race official.
4. Quardinates all work done on the track through appointed committees.
5. Quardinates races with other interested Tracks within a reasonable distance.

## **ARTICLE VI**

### **Committees**

#### **Section 1) EXECUTIVE COMMITTEE**

The Officers of the Association shall constitute themselves as an Executive Committee and between meetings of the Association shall exercise such powers as delegated it by the Association and its members. All actions of the Executive Committee shall be subject to the approval of the Association. The Executive Committee shall meet upon the call of the President of the Association, and a quorum shall consist of three (3) committee members.

Suggested Membership:

President, Vice- President, Secretary, Treasure, Race directors and Appointed Committees Chairs or members.

Area of Responsibility:

- This is an optional committee, which can be helpful in making day-to-day decisions without calling a special or regular meting. Its authority comes from the entire N.O.R.A Association.

Scope of Activities

1. Acts for the Association during the time between meetings
2. Proposes NORA policy to be approved by the active members of the Association.

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3. Is responsible for establishing goals and objectives for the following year (this insures the continued growth and

expansion of N.O.R.A.)

### **Section 2) Technical Committee**

- The committee shall consist of a minimum of two (2) active members where such committees are deemed necessary. Technical Committee members shall be appointed by the Executive Committee and approved by an affirmative vote of the majority members present at a regular meeting. Each committee member term of office shall be one (1) season (winter/summer). Committee members may serve any number of consecutive terms so long as terms are approved by vote.

### **Section 3) Track Maintenance Committee**

- This committee shall consist of those members who are charged with the responsibility of maintaining the association's racing facilities. Committee members are appointed by the Executive Committee and approved by an affirmative vote of the majority for the members present at a regular meeting. Each committee member term of office shall be one (1) season (winter/summer). Committee members may serve any number of consecutive terms so long as terms are approved by vote.

## **ARTICLE VII FISCAL AFFAIRS**

### **Section 1) DEFINATION OF FISCAL YEAR**

- The fiscal year of the Association shall be from May 1st to , April 30<sup>th</sup>. both inclusive.

### **Section 2) FUNDS AND TRANSACTIONS**

- All funds donated to the Association through racing events, activities, membership fees and other contributions shall be deposited in banks or depositories in the name of the Association.



- All withdrawals from such banks or depositories shall be made only by check or debit check card linked to club account, as authorized by the Executive Committee. All funds raised by the Association will be expended in accordance with the approved budgets of the Association, such budgets to be approved by the Executive Committee.

### **Section 3) DISPOSITION OF ASSOCIATION ASSETS**

- If at sometime in the future the Association is disbanded by the majority vote of members present at a special meeting called for such purpose the Association's assets shall be disposed as follows. All properties shall be auctioned and sold to the highest bidder (note: properties may be sold individually: they do not have to be sold as a complete package) Monies collected from the sale of the properties shall be combined with the remaining monies in the Association bank account(s), any remaining Association debts will be paid, the remaining monies shall be divided to those charitable organizations which the Association finds appropriate as decided by majority vote.

### **Section 4) INSURANCE**

- All racing events and open track participation must be operated with general liability and accident/medical insurance coverage.

## **ARTICLE VIII**

### **AMENDMENTS**

#### **Section 1) AMENDMENTS TO THE BY-LAWS**

- These By –Laws may be added to or amended at a regular or special meeting by any member provided that a copy of the proposed amendment or amendment(s) is submitted to the Association and that a copy of the proposed amendments accompanies the call for the meeting. The proposed amendment(s) are acceptable to the majority of members present a copy of the approved, proposed amendments(s) shall be included in the announcement for the next regular meeting where the amendments (s) will be approved with the affirmative vote of the majority of the members present (Note; By-Laws are not intended to be easily changed. This amendment process is designed to take at least two (2) meetings to complete)

## **ARTICLE IX**

### **RACING RULES**

#### **Section 1) N.O.R.A. RACING RULES**

- N.O.R.A.racing rules will be strictly enforced and adhered to in the

timely and fair conduct of all N.O.R.A. racing events conducted at the summer and winter racing facilities. Attached in Appendix B (including the back side of racing schedule) is the current edition of the racing rules as approved by affirmative vote of the membership.

## **Section 2) N.O.R.A SANCTIONED EVENT RACING RULES**

- N.O.R.A. sanctioned event racing rules will be strictly enforced and adhered to in the timely and fair conduct of all N.O.R.A. racing events conducted under an N.O.R.A sanctioned event.

## **APPENDIX B**

### **N.O.R.A. OVAL/OFFROAD RACING RULES**

*When Reading the rules below it is a good thing to realize that chances are if it is not mentioned here, it is not legal. Do not plan a defense of your latest concoction by saying "it doesn't say I can't do it". Save yourself and everyone else a lot of time by being realistic in what is expected and in the spirit of the rules.*

#### **Section 1) Race Officials**

- Race officials are defined as N.O.R.A. officers duly elected in accordance with Section 2, Article IV of the BY-LAWS, and any Marilyn and Michael Houser Page 12 10/28/2010 other persons so appointed by the Executive Committee, from time to time, as needed to ensure the fair and timely conduct of the racing event.

#### **Section 2) Computer Operator/Lap Counting/Protests**

- Designation of a duly appointed computer operator is the responsibility of the Vice President, or in the event of his or her absence, it shall fall upon the remaining officers present.
- Lap counting is determined by the number of laps counted for each car by the Computer, supporting software and tracking hardware (transponder). Upon completion of each event, the number of laps completed will be displayed for each respective driver.
- N.O.R.A. is not responsible for the accuracy /failure of personal transponders during a race.
- Personal Transponders Strongly Encouraged.
- Any type of argument and excessive, offensive language will constitute unsportsmanlike conduct resulting in the immediate disqualification of the driver from the race in question, depending on the severity of the infraction. Laps totals are final and conclusive in order to insure the unbiased and orderly conduct of the racing event.
- Protests should be lodged by the end of the following race within twenty (20) minutes of the race in question. The decision of the Race Director of N.O.R.A. at the track is final.

#### **Section 3) Race Director**

- The duties of Race Director will be the responsibility of the

Executive Committee/Association Officers and other duly appointed members as deemed necessary.

#### **Section 4) Drivers Meeting**

- Attendance by all participating drivers is Mandatory, exemption from attendance can only be granted by the Race Director or member appointed to fulfill the duties of same.

#### **Section 5) Corner Marshals**

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- Every driver is expected to act as a Corner Marshal for the race immediately following the one he or she has just completed. A Suitable substitute will be allowed ONLY upon prior approval of the Race Director.
- Parents of rookie class drivers will be allowed to act as Corner Marshals should circumstances warrant.

#### **Section 6) Driver Registration**

- Driver registration must be completed by the driver or by duly appointed proxy on or before Thirty (30) minutes prior to the start of the events.
- The driver or proxy must be present at the time of registration, the following items,
  1. One entry includes: one driver, one car, one class.
  2. A donation for each class or racing
    - \$10.00 members
    - \$12.00 non-members
    - \$6.00 rookie class
  3. Proof of N.O.R.A. membership \$15.00 per year starting the first of Carpet Season or the first of Outdoor season.
  4. Signups close 30 Minutes prior to the start of the event.

#### **Section 6A) Club Membership**

- Membership is \$15.00 per year for an individual and \$10.00 per year for an Associate member from the same household
- Annual Membership will be good for both a summer and winter series. They will expire at the beginning of the season you purchased it the year before.
- Each membership entitles individual the opportunity to:
  - A vote
  - Run for a office
  - Determine Policy

#### **Section 7) Drivers**

- ALL drivers must be on the drivers stand during structured practice sessions and races, except those with disabilities or who have been given approval or authorization by the Race Director.

### **Section 8) Point System**

- To earn series points, one must be a N.O.R.A. Member. Those eligible, will earn points in the following manner.

#### **PLACE POINTS**

1st 25

2nd 23

3rd 21

4th 20

- Each place thereafter will be awarded one (1) point less in succession. One (1) additional point will be awarded to the Top Qualifier.
- If a main event is not run because of an ACT of GOD or because of an officials Opinion, racers will still receive points based on qualifying heats, which would normally determine their placement in the main not run.
- A drivers point cannot be transferred to another class. Except for rookies when they move to a upper class they get last place points for the nights they raced.

### **Section 9) Qualifying**

- Qualifying heats must be by laps and portions thereof, with the best qualifying heat for each driver used to "set" him or her into the mains. Qualifying heats and the number of laps completed can be used to determine the winners, if for reason beyond the control of the Race Director, a main or all main events cannot take place. One complete qualifying heat for all classes is necessary to make the race official.
- There must be a minimum of Two (2) cars entered in any class in order to hold that class for the evening unless otherwise decided upon by series race director. A driver must start one (1) qualifying heat in order to qualify for a main event race. In event of a tie for main event qualification, the driver having the highest lap count in any single heat race will receive the higher qualifying position.
- A Vehicle which has qualified for the main event MUST be the vehicle run. Substitutions shall be allowed upon review of the race director. In the case of a catastrophic failure on your car that cannot possibly be fixed, you may present your backup or loaned car to the official for approval to run in the main. If it's not broken in half, it's not catastrophic.

### **Section 10) Pole Positioning**

- Pole positioning shall be followed for all Mains. Cars will be placed in numerical order according to the best qualifying heat. One (1) car will be placed on each starting line/position Staggered with each starting line drawn three (3) feet behind the preceding line.

### **Section 11) Bump-Up System**

- Bump-Up system will allow the top two finishers to move up, winners of the lower mains can advance to the next higher main. A driver can only move up one main at a time. The winning drivers are the only ones who can take advantage of the Bump-Up system.
- When using the Bump-Up system, all mains will be filled with only six (6) cars. The seventh and eighth (7&8th) car for the main will be filled with the winners of the preceding main.
  1. Indoor 6+2
  2. Outdoor 6+2
  3. Off-road 8+2
  4. On-Road 6+2
  5. Above counts apply unless otherwise decided upon by series race director.

### **Section 12) Awards**

- Awards will be presented at the end of the season for qualifying racers. Those having:
  1. Club Membership
  2. Completed the required number of races (6 of 9) as specified by each Race Director.

### **Section 13) Event Format**

- Time intervals between races is 2 minutes. Races will not be delayed due to a cars or drivers unreadiness, unless specific cause and approval is granted by the Race Director.
- The intent of this section is to insure the smooth transition from race to race throughout the event, to insure completion of the event in a timely manner.
- Only gas classes will use a rolling start.
- seven (7) cars/trucks per heat maximum

### **Section 13A) Class Creation**

***New Classes will only run ONE(1) series of schedule the first season.***

**BEFORE** any new classes are added to the schedule the following criteria is to be met:: Present to the Board and Membership for review approval/rejection prior to the start of the upcoming season( **July** for Carpet Oval & Road Course, January for Dirt Oval/Off Road) the following:

- 1 **COMPLETE** class specifications: body, weight, length, width, etc.
- 2 Names and contact information of those interested in starting the class.

3 **MUST** have a minimum of five(5) individuals committed to starting/running class. Understanding that it takes two(2) entries on any scheduled night to run the class, see **BOLD** note below.

4 **REQUEST** either SERIES 1 OR SERIES 2 OF SCHEDULE

**N.O.R.A. reserves the right to remove classes from the schedule for low turn out/car count at any time during the season by the membership, and by the Board in cases where it is DETERMINED BY THE BOARD the class or classes are/is detrimental to the running of the program/schedule in a timely manner.**

#### **Section 14) Race Cancellation**

- Races can be cancelled due to weather only upon the affirmative vote of the Executive Committee members present. Cancellation can take place before or during a qualifying heat or a main event therein as deemed fit by the Executive Committee.
- In the event of bad weather at a N.O.R.A. event we do our best to get the race in. If we do not get through a full round, no points will be awarded and schedule permitting there is a chance that race could be rescheduled. If we finish 1 or more rounds, the main events will be scored as each racer is qualified at the current point in time that the race is canceled. i.e. if you are current TQ in Sprint after one round and the race is canceled you will be awarded 26pts, 25pts for the win and 1pt for the TQ. If one full round of heats is run, racers get points, race entry fees are NOT refunded and announcer is given the normal amount of compensation.

#### **Section 15) Additional Rules**

- Cars traveling, in reverse will be considered a hazard to other cars and will be black flagged for the heat or main being run at the time of infraction.
- Rookies must advance on/by review of the Executive Committee Formal Vote.
- Rookies who wish to advance can with the approval of the executive Committee.
- Rookies that have advanced are no longer eligible to run rookie class.
- Any type of argument and excessive, offensive language will constitute unsportsmanlike conduct resulting in the immediate disqualification of the driver from the race in question, depending on the severity of the infraction. Laps totals are final and conclusive in order to insure the unbiased and orderly conduct of the racing event
- No club equipment shall be removed from track area unless done so through a club work party and also with permission of a club officer.

#### **Section 16) Tech Committee**

- Will insure that all cars/trucks comply with the requirements of

their particular classes as defined by N.O.R.A. rules, and by laws determined by the executive committee.

Section 17) **Rookies** taken from the other sections.

- Parents of rookie class drivers will be allowed to act as Corner Marshals should circumstances warrant.
- The driver or proxy must be present at the time of registration, the following items,  
A donation for each class or racing
  - \$10.00 members
  - \$12.00 non-members
  - \$6.00 rookie class
- A drivers points cannot be transferred to another class. Except for rookies when they move to a upper class they get last place points for the nights they raced.
- Rookies must advance on/by review of the Executive Committee.
- Rookies who wish to advance can with the approval of the executive Committee.
- Rookies that have advanced are no longer eligible to run rookie class.

## Section 18) **Rough Driving**

- Operation of a RC car, Where the driver makes repeated and unnecessary contact with other cars on the track.
- Making deliberate attempt to damage or run another car off the track.
- Ignoring or disregarding good driver etiquette.

**Rough Driving Infractions** /questions/concerns should be brought to the attention of the Race Director in a timely manner (see section 2 of Appendix B) Should he or she be unavailable (they might be in the next race) inform one of the club officers present. The driver in question will be watched, their driving /conduct on the track evaluated and the appropriate actions taken.

## **Punitive Actions**

1. First offense-driver will be talked to privately. He/She will be made aware of the complaint against him/her. They will be strongly be advised to change/correct their driving style.
2. Second Offense- driver will receive last place position/points regardless of their finish. Computer Operator/Scorers Booth will be notified immediately.  
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3. Third offense- Driver will receive a Verbal Black Flag and car will be immediately removed from the track.
4. further more, Offense can result in a temporary restriction and or a permanent ban from all N.O.R.A race events as deemed necessary by the Nora Officers and /or Race Directors.

5. Racing disputes will have a 4 day waiting period before action is taken.

Updated 10/28/2010

MH - L.O.

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