



COMPETITION REPORT (STEWARD/REFEREE)

IMPORTANT: This report must be filled out completely with all forms attached and returned to the relevant controlling body within 5 days of the meeting.

Event Title:			
Date:		Permit No:	MA
Venue:			
Promoter:			

Please tick appropriate boxes:	SENIOR	International	Interzone	Road Race	MX/SX	Moto Trials
	JUNIOR	National	Interclub	Track	Enduro	Speedway
				Quads	Supermoto	Other

Name of Steward/s or Referee/s:			
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Telephone Number:		Licence Number:	
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Please find attached: Programme and/or Competitors List Incident Reports	Protests Officials List	Injury Reports Charges
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Prior to event, did Steward receive the following: Competitors List If not, when were they received:	Passes	Programme	All necessary info
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OFFICIALS:	NAME	LICENCE NO.	LEVEL
• Race Director			
• Clerk of Course			
• Race Secretary			
• Deputy Steward/Referee			
• Deputy Clerk of Course			
• Chief Machine Examiner			
• Chief Marshall			
• Chief Timekeeper			
• Starter/Judge			

NUMBER OF COMPETITORS

THIS MUST BE COMPLETED

Time Steward Arrived at Venue:		
Officials Briefing held at:		
Riders Briefing held at:		
Practice Started at:		
Racing Started at:		
Racing Finished at:		
Time Steward left venue:		

OFFICE USE ONLY
DATE RECEIVED

SECTION A	YES	NO	GOOD	FAIR	POOR
1. Standard of machine safety examination?					
2. Competitor's licenses checked?					
3. Competitors protective clothing and helmets checked?					
4. Were rider's indemnity forms signed?					
5. Machine noise levels checked and within specified limits?					
6. Correct disclaimers on tickets/passes?					
7. Public Warning signs displayed in accordance with GCR's?					
8. Programme available?					
9. Standard of programme? (Note if no Permit No. or MA logo)					
10. Were officials briefed? Were all officials in attendance?					
11. What was the standard of the briefing?					
12. Rider's briefing held?					
13. What was the standard of the briefing?					

Comments on unsatisfactory answers. If insufficient space, attach additional sheet/s.

SECTION B	YES	NO	GOOD	FAIR	POOR
14. Steward/s inspected track prior to commencement of meeting?					
15. Condition of safety fence?					
16. Condition of track prior to commencement of practice?					
17. Condition of track prior to commencement of competition?					
18. Weather conditions at the commencement of the meeting?					
19. Suitability of artificial lighting (if meeting held at night)?					
20. Control of dust from track surface during the meeting?					
21. Standard of performance of the officials of the meeting?					
22. Sufficient officials available at the start and throughout meeting?					
23. Starting lights/starting gate operated satisfactorily?					
24. Sufficient flag officials/track signalling devices?					
25. Were correct flags used?					
26. Spectators admitted?					
27. Spectators adequate distance from track?					
28. Did the track meet all conditions set out on the track licence?					

Signed : _____

(Steward)

Date: _____

SECTION B Comments on unsatisfactory answers or other comments. If insufficient space, attach additional sheet/s.

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SECTION C	YES	NO	GOOD	FAIR	POOR
29. What was the standard of the meeting in your opinion?	If 'poor' attach report				
30. What was the level of co-operation from Clerk of Course (C of C)?					
31. Was communication equipment used? / Standard of communications?					
32. What type of communication was used?					
33. Did programme run to schedule?			If 'No' please give reasons in Comments sections or attached		
34. Were you requested to alter Supp Regs or timetable?			If 'Yes', please give reasons in Comments section or attach report.		
35. Was it necessary to make any demands of the C of C?					
36. Did you observe any breaches of the GCR's or Supp Regs?					
37. Was any practice session or race stopped with red flag ?					
38. Doctor in attendance?			If Doctor/Civil Ambulance not in attendance, describe medical facilities and personnel in comments.		
39. Civil Ambulance in attendance?					
40. Were any machines rejected for machine/noise examination?			How many?	Attach report/s	
41. Were there any Official Protests lodged with you?			How many?		
42. Were any Official Protests lodged but not accepted?			How many?		
43. Were any official charges laid?			How many?		
44. Were any Licence Declarations completed?			How many?		
45. Were there any accidents?			How many?		
46. Were there any injuries?			How many?		

Comments on unsatisfactory answers or other comments. If insufficient space, attach additional sheet/s.

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This report is confirmed by the signature of the Steward/s.

Signature:	Signature:	Signature:
Date:	Date:	Date:

TO ASSIST IN THE DEVELOPMENT OF FUTURE EVENTS PLEASE COMPLETE THE FOLLOWING IN AS MUCH DETAIL AS POSSIBLE

(Please attach additional pages if required)

STRENGTHS:

AREAS FOR IMPROVEMENT:

RECOMMENDATIONS:

FEEDBACK ON PROMOTER:

Signed : _____ **(Steward)** **Date:** _____

ADDITIONAL COMMENTS FOR COMPETITION REPORT

(Please supply at least a one page summary of the event including any incidents that occurred)

(Please attach additional pages if required)



Signed : _____

(Steward)

Date: _____

FINANCIAL INFORMATION

This form must accompany the Stewards Report of each event

NAME	ADDRESS	FINE DESCRIPTION	FINE	PAID YES/NO	CHEQUE/ CASH OR CREDIT

Please complete details of all fines, protest fees and licence declaration fees in the above. This must include fines which have not been paid on the day and require invoicing. If fine is not paid, please indicate reason.

Please include the address of the rider so an invoice or receipt can be processed and sent.

Signed : _____ (Steward) Date: _____