



Kansas City BMW Club

Sunbelt BMW Club



Dear Driving School Participant,

Thank you for registering for the September 9th-11th, 2011 Kansas City BMW Club and Sunbelt BMW Club Driving School – “No Excuses 4” at the Hallett Motor Racing Circuit. We have organized this school to be both educational and fun. The event will be held rain or shine.

Enclosed are a number of documents. **Please note the Pre-Event Safety Inspection form.** You must have a qualified technician inspect your car and fill out this sheet. Bring the completed form to Registration. If you don't have the completed form with you, we can't let you in the school. The primary determination of your car's safety is the Pre-Event Safety Inspection.

The Hampton Inn Sand Springs, 7852 West Parkway Boulevard, Tulsa, Oklahoma, is our event hotel. The rate is \$84 per night single or double occupancy. Call (918) 245-8500 and tell them you are with the BMW Club to get this rate. The track is about 20 to 25 minutes west of the hotel. We suggest you drive down the night before your first day to register in advance and get a good night's sleep.

Registration will open at the event hotel on Friday evening from 8:30 to 10:00 PM and at the Hallett Motor Racing Circuit on Saturday morning from 7:00 to 8:00 AM.

We recommend registering on Friday if possible. On Saturday morning you will be busy parking and unloading your car, attending the 8:00 AM drivers' meeting, and preparing for your first classroom and track sessions. The 8:00 AM drivers meeting is mandatory and registration will be closed during the meeting. To ensure that you don't miss a scheduled session, you should plan to register early, either on Friday or early Saturday.

The track has security from 7:00 AM Friday until 5:30 PM Sunday, so you can leave your car, trailer, and tow vehicle at the Hallett Motor Racing Circuit during these times if you prefer.

At Registration, you must present three things: your completed and signed Pre-Event Safety Inspection form, your completed and sealed medical information/emergency contact form, and a signed helmet waiver. You and your guests will be required to sign the event liability waiver. A copy has been provided in this packet so that you can read it ahead of time. Please contact us in advance if you have any questions about the liability waiver. At registration, you will receive your schedule, badge holder, wristband (to be worn the entire weekend), run group assignment, and car numbers.

Arrive at the track with a full tank of gas. There is fuel available at the track but it is expensive. There are gas stations within a few miles of the track. Performance driving uses brakes; if your pads are not new, consider bringing an extra set, especially for the front brakes. A recent brake fluid flush with good fluid can help keep your brakes from fading and getting mushy. You are required to have brake fluid on board that is not less than six months old.

You must wear a safety helmet that has a Snell 2000 (M or SA) or newer rating. There are many sources for new helmets. Check your local performance shops, *Roundel* advertisers, and motorcycle shops. You will not be allowed on the track with any passengers other than your instructor during your school run group.

The Hallett Motor Racing Circuit is a very nice facility. There is plenty of room for parking and working around your car. Garages are available for an additional fee. A concession stand in the paddock will be open for breakfast and lunch on Saturday and Sunday.

We are very glad you have selected our event. We will do everything we can to make it a memorable driving and learning experience for you. Please feel free to write or call me if you have any questions.

Sincerely,

Ryan Staub
Kansas City BMW Club
Driving School Coordinator
Email: drivingeventscoordinator@kcbmwclub.org

This packet includes:

Welcome/Confirmation Letter

Getting to the Hotel

Pre-Event Safety Inspection Form (Turn in at registration)

Emergency Contact/Medical Information Form (Turn in at registration)

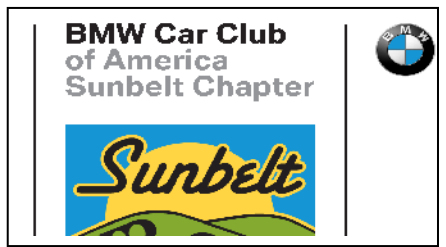
Helmet Waiver Form (Turn in at registration)

Driving School Information Manual

Sample Liability Waiver Agreement



**Kansas City BMW Club
Sunbelt BMW Club
2011 Regional Driving
School**



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The Pre-Event Safety Inspection form must be completed prior to your arrival at registration. You cannot register unless the form is completed and signed both by you and the person performing the inspection.

Bring this form, along with your emergency contact/medical information form and your signed helmet waiver form to registration.

Directions to the Hampton Inn Sand Springs

7852 West Parkway Boulevard
Tulsa, Oklahoma 74127
(918) 245-8500

The Hampton Inn is located near the Tulsa convention center and only a few miles from the downtown area with its shops, restaurants, and activities.

The Hampton Inn is located at 7852 West Parkway Boulevard, Tulsa, Oklahoma 74127. More information and directions are available here:

[Hampton Inn Sand Springs](#)

FROM I44 (EAST):

Traveling from Oklahoma City, take exit #215. Then go North on Highway 97 (Sand Springs) for about eight miles, in Sand Springs take Highway 51 & 64 East. Get off on the next exit which is 81st West Avenue.

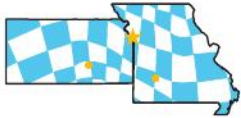
From I-244 (WEST):

Traveling from Joplin, take Interstate 244 West or US Highway 412 West toward Tulsa, for about eight miles. In downtown Tulsa the two highways split. Keep following US Highway 412 West to Sand Springs, exit 81st West Avenue.

Getting to the Track from the Hampton Inn

Exit hotel and head west to S 81st West Avenue. Merge onto US- 412 W (Portions toll). Take the OK-99 exit- EXIT 48- toward Hallett/Oilton/Jennings. Turn right onto OK-99. Turn right onto E 55 Rd (sign for the track). Turn right into the Hallett Motor Racing Circuit. You must sign the insurance waivers or display your wristband before entering the facility. Cross the track if the gate is up, or wait if the gate is down. Proceed through the paddock to a parking space. Look for the Registration signs or proceed to the main building where the snack bar is located.

This is not a timed/speed event



Pre-Event Safety Inspection Report

Kansas City BMW Club
Sunbelt BMW Club



2011 BMW Regional Driving School at Hallett Motor Racing Circuit

The Driving School participant is solely responsible for the safe condition of the vehicle to be driven to, at, and from this event. The participant must have the vehicle inspected no earlier than four weeks prior to the event. It is recommended that the inspection be performed by a qualified individual who is familiar with the make and model of the vehicle. At the time of the inspection, the participant and the technician must sign this completed Pre-Event Safety Inspection Report. This report must be presented to Kansas City BMW or Sunbelt BMW Club personnel at event registration. The participant will not be allowed to drive the vehicle on the track without first presenting a signed and completed Pre-Event Safety Inspection Report. The vehicle is subject to a safety verification at any time during the event. If at any time the car is deemed unsafe, it will not be allowed on the track and the entry fee will be forfeited.

Please **PRINT** the following information.

Participant(s) Name(s): _____

Vehicle Year: _____ Make: _____ Model: _____ Mileage: _____

Plate No: _____ State: _____ VIN: _____

List All Modifications: _____

The Pre-Event Safety Inspection includes, but is not limited to the following items. Additional items should be included as deemed necessary by the inspector to ensure the safe condition of the vehicle. Please initial those items listed below that are acceptable:

- _____ 1. **GENERAL:** No excessive body or chassis damage or corrosion.
- _____ 2. **BATTERY:** Securely mounted with no fluid leaks or corroded mountings.
- _____ 3. **BRAKES:** Sufficient lining thickness. Hoses and lines are not cut, abraded, or cracked. Lines do not have excessive corrosion. Rotors or drums are not worn beyond statutory requirements or manufacturer's recommendations. Master cylinder does not exhibit bleed-down when steady pedal pressure is applied. Brake equalization is checked via road test. All brake lights work. Aftermarket brake dust shields have been removed.
- _____ 4. **BRAKE FLUID:** Adequate level and in good condition. Brakes were bled during safety inspection. Vehicles used for driving schools must receive at least semi-annual fluid changes. Vehicles with discolored, obviously old brake fluid will not be allowed on track.
DATE OF LAST FLUID CHANGE: _____
- _____ 5. **DRIVE AND HALF SHAFTS:** Universal and CV joints do not have excessive looseness. CV joints do not leak lubricant. Drive shaft guibo coupling is in good condition with no cracks or other deterioration. Drive shaft center support bearing is not excessively loose and mounting is not deteriorated.
- _____ 6. **DRIVE BELTS:** In sound condition and properly tensioned.
- _____ 7. **ENGINE, TRANSMISSION, AND DIFFERENTIAL MOUNTS:** Secure with no deterioration or excessive motion.
- _____ 8. **EXHAUST:** Securely mounted and in good condition. This is a muffled event requiring street legal sound levels. If your vehicle is judged too loud by Club or Hallett Motor Racing circuit personnel, you will not be allowed on the track.
- _____ 9. **FUEL AND COOLANT HOSES:** In good condition with no cracks, swelling, or other deterioration. Vehicles with potentially dangerous hoses will not be allowed on the track.
- _____ 10. **LEAKS:** No coolant, brake fluid, lubricant, or fuel leaks. Coolant level adequate.

- 11. **MIRRORS:** Securely mounted. Vehicle has inside rearview mirror. Dual side view mirrors are recommended.
- 12. **PEDALS:** Securely mounted, exhibiting free return, with securely mounted pads in sound condition. Brake pedal does not have excessive travel.
- 13. **SEATBELTS:** Securely mounted by factory or if aftermarket harness, in accordance with manufacturer's instructions, in sound condition, with metal-to-metal buckles. Equivalent restraint is provided for driver and front passenger seats.
- 14. **SEATS:** In sound condition and securely mounted. Aftermarket seats are mounted according to manufacturer's instructions.
- 15. **STEERING:** Does not exhibit looseness, play or binding throughout range of travel. Steering box mounting is secure. Power assist fluid is adequate. Power steering hoses are not leaking or seeping.
- 16. **SUSPENSION:** Mounting points are secure and in good condition. Vehicle does not have excessive side to side variation. Shock absorbers provide adequate damping and are securely mounted.
- 17. **THROTTLE LINKAGE:** Free return without binding through entire travel.
- 18. **TIRES:** No cracks, blisters, or cord evident. Front tires are the same size. Rear tires are the same size. Tread depth adequate for wet track driving (minimum 3/32"). No snow tires. Tires are properly inflated. Valve stems are not cracked.
- 19. **WHEEL BEARINGS:** Properly adjusted with no excessive looseness. No lube leakage onto brake linings.
- 20. **WHEELS:** No cracked or bent rims. Lug nuts or bolts properly torqued. We recommend that wheel torque be re-checked immediately prior to the event, prior to each on-track session throughout the event, and before departing the event.
- 21. **WINDOWS:** Secure and in sound condition.
- 22. **WINDSHIELD WIPERS:** Functional and in sound condition.

Technician's Name: _____

Signature: _____

Date: _____

I certify that the above vehicle has been carefully examined by a qualified individual and that all the foregoing items have been checked. I understand that the safe condition and operation of this vehicle are entirely my responsibility and that the Kansas City BMW Club, or Sunbelt BMW Club, Chapters of BMW CCA, Inc. and/or its members, and Hallett Motor Racing Circuit cannot be held liable or responsible for any vehicle problems, malfunctions, or damage that may occur in connection with the operation of this vehicle prior, during, or subsequent to the driving school. I further acknowledge that any Safety Verification that may be performed on the vehicle during the event cannot verify that it has been properly prepared and inspected for this driving event. No representation is made by the Kansas City BMW Club, Sunbelt BMW Club, BMW CCA, Inc. or its members of the vehicle's roadworthiness for street driving or the high-performance driving school at Hallett Motor Racing Circuit. No warranties are implied or expressed. I acknowledge that at all times I remain solely responsible for the safe condition and roadworthiness of the above vehicle, and I am not relying on a track-side safety check in deciding whether to drive the vehicle. I realize that the safety verification is performed at the discretion of the Kansas City BMW Club, and Sunbelt BMW Club and that not all vehicles may be checked.

(DO NOT WRITE BELOW THIS LINE - FOR OFFICIAL EVENT USE ONLY)

Registration Verification

Pre-Event Safety Inspection Report complete and correct

Helmet Waiver signed

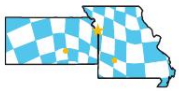
Insurance Waiver signed and wristband attached

Verified By (Name) _____ Date _____ Time _____

EMERGENCY CONTACT AND CURRENT MEDICATION INFORMATION

PATIENT INFORMATION			
Name:		Date of Birth:	
Physician(s):	Physician's Address:	Physician's Phone Number:	
EMERGENCY CONTACTS			
NAME	RELATIONSHIP	PHONE	Contact at Event?
MEDICAL CONDITIONS (List additional on back of page)			
1.	2.	3.	
4.	5.	6.	
ALLERGIES TO MEDICATIONS (List additional on back of page)			
MEDICATION		REACTION	
CURRENT MEDICATION REGIMEN (List additional on back of page)			
MEDICATION	DOSAGE	FREQUENCY	CONDITION / SPECIAL NOTES

BMW Car Club
of America
Kansas City



Kansas City BMW Club Sunbelt BMW Club 2011 Regional Driving School

BMW Car Club
of America
Sunbelt Chapter



Driving School Helmet Acknowledgement and Release

This waiver is required before a driver or instructor is allowed onto the track.

I acknowledge that the inspection of my helmet by members of the Kansas City BMW Club or the Sunbelt BMW Club, BMW Car Club of America, Inc. is for the sole purpose of determining whether my helmet has a label indicating it has met the minimum 2000 or 2005 standards of the Snell Memorial Foundation for motorcycle or special application helmets, and that it appears from a visual inspection to contain the appropriate Snell rating sticker or label and to be capable of meeting those standards at the present time. I acknowledge that the Club is making no guaranty of fitness for use in "passing" my helmet, and that I am relying solely on my own judgment in using the helmet in a Club event. I release, acquit and forever discharge the Kansas City BMW Club, Sunbelt BMW Club, the BMW Car Club of America, Inc., Hallett Motor Racing Circuit, their officers, members, employees, lessors, associates, successors, or assigns, from any and all liability, claims, demands or causes which may arise from my wearing the inspected helmet, from my attendance at a Club event, or from any injury sustained by me, whether or not due to their negligence.

I represent that I am over the age of 18 years, that I understand that I am participating in a dangerous event, and that my helmet has not previously been worn in a collision or struck by a hard object.

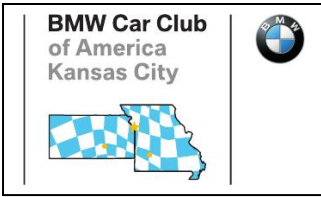
I further acknowledge that the above conditions also apply to any helmet I may borrow from a driving school staff member, instructor, or participant, and that I alone am responsible for my decision to wear a borrowed helmet.

I have read and agree to the above.

Participant's Name

Participant's Signature

Date



The Kansas City BMW Club



Driving School

INFORMATION MANUAL



Hallett Motor Racing Circuit

September 9-11, 2011

BMW CCA driving schools are designed to teach drivers how to safely improve their driving abilities and explore their cars' capabilities. Students, using their own cars, get one-on-one instruction from experienced instructors. Our overriding emphasis is on safety, and safely learning how to control the car in emergency and higher performance conditions. The school is conducted on a paved, closed, and controlled course to minimize risk to persons and equipment. This is not a racing school, practice or preparation for racing, and it is not a timed, competitive event or speed contest.

Individuals who participate in this driving school should be aware that there are certain risks associated with this type of activity. Students, instructors, organizers, course workers, and spectators are exposed to some level of risk as is anyone who is in the vicinity of stationary and moving automobiles. Accidents involving automobiles and related equipment and personal injury are possible, and individuals who agree to participate in this event do so with a clear understanding of their exposure to this risk. Entry into the facility requires signing a release and waiver of liability, assumption of risk and indemnity agreement. This affects your ability to sue or submit claims for damages. You must read and understand this document prior to signing it. A copy is included in this packet so that you can read it before arriving at the facility.

Prepared with assistance from Gordon Haines, Gregg Ten Eyck, and Joe Marko.

2002 Cover art by Ron Harnish.

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Preparing for the Event

The Road to the Driving School

The Hallett Motor Racing Circuit is the site of the 2010 Regional BMW Club Driving School. Students should closely follow requirements and recommendations in this manual. Completion of the Pre-Event Safety Inspection Report is **mandatory** before you will be allowed on the track. This must be done in advance of the event. The Hallett Motor Racing Circuit is about 35 miles west of Tulsa, Oklahoma, just south of Exit 48 on the US 64/US 412 highway (Cimmaron Turnpike).

Lodging near Hallett

The Hampton Inn Sand Springs, 7852 West Parkway Boulevard, Sand Springs, Oklahoma, is our event hotel.

In addition to the event hotel, lodging may also be found in nearby towns:

Budget Z-Z-Z-Z (12 Miles), Cleveland, Ok 74020 (918) 358-3591
Lake Shore Motel (18 Miles) Mannford, Ok 74044 (918) 865-4752
Skylark Motel (11 Miles) Cleveland, Ok 74020 (918) 358-3523
Victorian Inn (12 Miles) Cleveland, Ok 74020 (918) 358-3531
Yale Motel (10 Miles) Yale, Ok 74085 (918) 387-2492 .

When You Arrive

We recommend that Saturday/Sunday participants register for the Driving School at the event hotel on Friday between 8 and 10 PM. You may also register at the track on Saturday morning starting at 7:00 AM. Registering Friday gives you more time at the track on Saturday to prepare your car for the school. Drivers' meeting and classroom time schedules are mandatory and you won't be allowed on the track unless you've attended them. Track times will not be delayed to accommodate late arrivals. If registration is backed up on Saturday morning, the classroom and track schedule will still start on time.

At Registration, you must present your signed and completed Pre-Event Safety Inspection Report Form, and your helmet (Snell M/SA 2000 or newer) to the registration staff. You will be asked to sign the liability waiver. At registration, you will receive the following:

- Car numbers (place on left rear side window)
- Run group assignment and schedule
- ID badge holder
- ID/Admission wristband

Promptness and strict adherence to the schedules are essential. Please be on time; no make-up time is available for late arrivals.

September in Oklahoma usually can mean weather ranging from warm and wet to hot and sunny. Classroom sessions will be either indoors or in a covered pavilion. Bring pen/pencil and paper to take notes. On the track, you must wear long trousers and a long sleeve, shirt or jacket, both made of natural fibers. If the heat index is high enough, the long-sleeve and/or long pants requirement may be waived. On the track, your front side windows will be rolled down. Plan for sun protection (sun block, sunglasses, chapstick, hat), and rain (rain suit, umbrella). Don't forget your family members and friends. .

Pets are not allowed at the Hallett Motor Racing Circuit without prior approval from the Event Coordinator. Children may come but must be well-behaved and directly supervised at all times.

You may bring food and non-alcoholic beverages. A concession stand will be open for breakfast and lunch.

Aspirin, acetaminophen, or ibuprofen are allowed. Medications that can cause drowsiness or have other side effects that may inhibit concentration and reflexes are not allowed.

Feel free to photograph and videotape. Camcorders inside cars must be on approved mounts with safety straps.

You will be removing items from your car in preparation for your track sessions. These items can be stacked next to your parking spot in the paddock. There is no special security for these items and the Kansas City BMW Club, Sunbelt BMW Club, and the Hallett Motor Racing Circuit do not assume any responsibility or liability for them. While the honor system is usually sufficient and we have not experienced any security problems in the past, you may wish to consider how best to secure your items. You may also wish to consider bringing a cover or tarp for your items in the event of rain. We recommend you leave items not essential for travel to and from the track at home or at your hotel.

Access to the track will be controlled from 7:00 AM on Friday to 5:30 PM on Sunday, so you may leave your car, tow vehicle, or trailer at the track. The track gates open at 7:00 AM and are locked at 10:00 PM.

We strongly recommend that you do not leave loose objects at the track. If you erect a tent or canopy, we recommend that you take them down before leaving each day. The Oklahoma wind can easily destroy a canopy left erected and unattended and an unsecured canopy can cause damage to persons and property.

Vehicle Safety Inspection and Clean Tech

Pre-Event Vehicle Safety Inspection

All cars to be entered and driven in the Driving School must undergo a Pre-Event Safety Inspection before arriving at the track.

Clean Tech Verification

Clean tech is performed prior to your first run group each day and is designed to ensure no loose objects remain in your car, and the car has no obvious and visible safety defects.

What to Check

The **Pre-Event Vehicle Safety Inspection Report** Form is included in this information packet and must be completed and signed by a qualified technician. It is your responsibility to have your car inspected by a qualified technician according to the guidelines on the form. Both you and your technician must complete the form and sign and date it.

There will be no opportunity for a detailed pre-event inspection at the track.

When you line up on the grid before your first run group each day, event staff will examine your car's engine bay, interior, and trunk to ensure all loose articles are removed or fastened securely. This includes glove box, map pockets, and other places where loose objects hide. Garage door openers and radar detectors are examples of items that must be removed. The spare tire and jack can remain if securely fastened, as can tools in the decklid toolbox. Cell phones must be removed or turned off and taped down. Floor mats must be removed. If any loose items are found, you will have to take them back to the paddock. If this delays your entry onto the track, you lose the time. The decision of the inspectors is final. If the inspectors notice an obvious safety defect, such as loose equipment, tires with cord showing, or fluid leaks, etc., you will be required to make satisfactory repairs before you will be allowed onto the track. If your car is not allowed on the track for mechanical reasons, your registration fee will not be refunded. Please bring a clean, safe vehicle to the track.

The Pre-Event Vehicle Safety Inspection is a comprehensive inspection of the mechanical integrity of your car. Any car deemed unfit for track use will not be allowed to run. The following are items that should be checked and some guidelines to help you prepare your car.

Everyone should be aware that track driving puts stresses on driveline, chassis, and brakes that are not normally encountered in street driving. The one place you do not want these parts to break is in the middle of a corner at the track. The results could be disastrous for your car and you. In most of the following areas covered, a visual inspection is all that is needed. This is not time-consuming, and is inexpensive insurance for your safety. These guidelines are written for BMW owners but, with few exceptions, apply to owners of all cars.

TIRES AND RIMS

- Visually check all tire sidewalls, inside and outside for signs of age, cracking or curb scrubs that have damaged the sidewall integrity. If this checks out, run your hand over the surface of the tread checking for any bulges or belts popping to the surface. Potholes are notorious for causing this type of damage.
- Tread depth must be 3/32-inch minimum for normal street tires. DOT-approved R-compound tires may have less tread, but any car deemed to have insufficient traction, especially in the rain, may be removed from the track.
- Check the wheels for stress cracks. Wheels rarely crack, but it can happen, so this is a good check. If cracks are going to appear, they usually are at the center of the wheel around the lug nuts/bolts or at the seam where the wheel center meets the rim. This rule applies to alloy and steel wheels.
- Last, but not least, torque all wheel lug nuts to 75 to 90 lb-ft for alloy wheels and 65-75 lb-ft for steel wheels.

If you have any of the above warning signs, remember that your wheels and tires are your only link to the road. Tire pressures on street tires should be increased for track driving so it's a good idea to stop at a gas station on the way to the track and inflate all tires to about 40 psi, then adjust pressures at the track.

ENGINES, ELECTRICAL AND FUEL SYSTEMS

BMW builds its engines well enough that they generally will run perfectly at driving schools without any problems or undue wear if a few simple rules are followed.

- Change the oil and filter before each event. Operating temperatures can run slightly hotter than normal, so the oil breaks down more quickly. We strongly recommend you bring sufficient extra oil.
- Check all hoses and belts for wear or cracking. It would be a shame to miss track time due to a simple cracked hose. If the radiator is questionable or leaking, have it repaired before you leave home. Track officials are very strict about not letting liquids drip on the track surface. Fluids on the track are a hazard to other cars.
- Check the water pump by grabbing the impeller shaft and moving it from side to side. If there seems to be excessive play in it, have it checked.
- Make sure your cooling fan is tight.
- Check motor mounts. To check these grab the valve cover and move the engine from side to side. If movement seems excessive, visually inspect the motor mount rubber and metal brackets for cracking and have them examined by a mechanic.
- A good tune-up is optional but good insurance for a well-running car. Another thing to consider on non-VANOS cars is a valve adjustment. It is an inexpensive thing to have done at a garage.

**CHASSIS, SUSPENSION,
AND EXHAUST**

- Check the battery to make absolutely sure it is fastened down properly. It's amazing how many people overlook this point. In a slalom exercise, a loose battery could easily end up in the fan or spill acid in the trunk, depending on its location.
- If your car has 50,000 miles or more, you might want to consider changing transmission and differential oil, especially if they have never been changed before.
- One final point is the gas tank. Spilled fluids are bad for asphalt and traction, so check the gas tank and lines for leaks and make sure the gas cap is tight and has a good gasket.

Occasionally, suspension and chassis-related problems appear repeatedly in older cars. Even newer BMWs are not immune to problems.

- Many older cars have loose front wheel bearings. To check these, be sure the lug nuts/bolts are tight, then jack up the front of the car and set it on jack stands so that it is safe to work around. Grab the front tire firmly at the top and bottom and pull first the top, then the bottom. If there is play, remove the grease cap and try to tighten the bearing to adjust the play out if you know how, do it; if you don't, have someone qualified do it for you. Over-tightening can do as much damage as a bearing that is too loose. Another good check is to check the bearings for the amount of grease on them. If the grease looks sparse, have them repacked and adjusted. If the bearings are worn, replace them.
- While the car is jacked up, you can also check the steering linkage. To do this, you will need two people. Have someone hold the steering wheel firmly while you grab one tire and move it quickly from left to right. If the movement is transmitted to the steering wheel without any play, everything is fine. If there is play, keep moving the wheel while visually inspecting tie rod ends and idler arms, in the case of a non-rack-and-pinion steering car. If any of these parts have play, replace them. If the rack-and-pinion has play, have it checked. If the steering gearbox on non-rack-and-pinion cars has play, take it to your mechanic. In some cases, these can be adjusted to take out some play.
- Visually inspect the exhaust system for rust, holes, or any loose pieces that might be ready to fall off. Check that all brackets and hangers are in good shape in secure.
- Check all U-joints and CV joints on the driveshaft and rear axle half shafts by turning the shaft clockwise, then counterclockwise while watching for any play at the joint. These should not have any play in them.
- While under the car, check the rubber transmission mount for cracking. Check the drive shaft flex disc (guibo) for cracking.
- For cars prone to rust problems, check all frame members and rear control arms for structural integrity. While checking for rust,

check all four upper shock mounts to make sure rust damage isn't going to pop the shocks loose during hard cornering. Check the tops of the shock towers for cracks. Also check sway bar mounting brackets for cracks. Check to ensure that all suspension bushing material is intact and not cracked or deteriorating. This may require some disassembly.

- Check shocks for wear by bouncing the car at each end. If you stop bouncing and the car doesn't stop immediately, the shocks are worn.
- Be thorough when checking these items. If something seems questionable, talk to your mechanic or a club member about the problem.

BRAKES

Brakes are of paramount importance at a track event.

- Check your pads or shoes; if they are worn more than 1/4 from new, replace them. Many people have come to these events with new pads and gone home with pads worn down to the metal backing. This of course depends on the driver and the speeds being carried, but replacing a brake pad or shoe is easier and less expensive than replacing a rotor or drum scored by a worn out pad.
- Check rotors for overall thickness, scoring, and warping.
- **Bleed your brakes before coming to the track.** This does two things. First, it purges the system of any air, and second, it is an opportunity to change your brake fluid. This is very important because old fluid performs poorly under hard braking. Clear fluid can become black by the end of a track weekend.
- Use a high quality fluid, DOT 4 rated, and completely bleed old fluid. Cars can require between one-half to one liter of new fluid. This, like oil, should be changed or bled before a track event. Dirty fluid like dirty oil causes undue wear on your braking system's moving parts. This is a good practice once a year even for owners who do not participate in track events. It is amazing how much better the brakes perform with clean fluid.
- Aftermarket brake dust shields **must be removed**, as they do not allow proper brake cooling for track driving.

INTERIOR AND LIGHTS

- Check all lights, especially the brake lights. You don't want another car not to see them under hard braking.
- Make sure lenses are clean; older cars tend to get road dirt buildup inside the light housings. If those are dirty take the lenses off and wash them.
- In the interior, check the rubber pedal pads to make sure they aren't going to fall off or your feet aren't going to slip off them at a bad moment. If they look bad, replace them. They are very inexpensive.

- Push the accelerator to the floor a few times and let it return. Make sure there is no binding in its action.
- Check seat belts to make sure they aren't frayed or worn and check the inertia reels to make sure they lock. Another check for the belts is to make sure the attachment points aren't rusted.
- Driver and passenger seatbelt harness restraints must be the same. Your instructor must have the same degree of protection that you do (except for airbags).
- If you have aftermarket seat harnesses, they must be installed in accordance with the manufacturer's instructions. Shoulder harnesses cannot be attached to the rear deck or to harness guide bars. Lap belts cannot be attached under the seat rails. Anti-submarine straps cannot be safely used with stock seats. If you are unsure as to the proper mounting of aftermarket harnesses, consult the manufacturer's instructions or a professional installer.
- Check seats at the attachment points to make sure they are secure.
- Ensure your windshield has no major cracks in it.
- When you arrive at the track, remove EVERYTHING from the trunk and EVERYTHING from the interior of the car including from the door pockets, from under the seats, and from the glove box. This includes floor mats and anything attached to the visor. The reason for this is simple. When you are concentrating on driving your car, you don't want something banging around in your trunk distracting you, or worse, something sliding under your feet and possibly tangling up the pedals.

OTHER SAFETY ITEMS

HELMET

We cannot stress this enough: your helmet **MUST** have Snell 2000 or newer approval and it **MUST** have the official Snell approval sticker on the liner or the Snell tag sewn to the chinstrap. Decals on the outside of the helmet do not constitute Snell approval.

- Snell 2000 or newer approved helmets only. M or SA ratings allowed. No exceptions are allowed. A helmet that is DOT approved but not Snell approved is unacceptable. The Snell label is glued inside the helmet or sewn to the chinstrap, and we will check it at registration. If there is evidence that the official Snell sticker has been removed or tampered with, that helmet will be ineligible for use in the school.
- It is extremely rare that helmets come into play during driving schools. However, should you ever need the protection of a helmet during an incident, you want one that has been Snell certified and is in good condition so that it protects you as it was originally designed. Helmets that have been dropped, exposed to solvents, or have been involved in previous accidents should not be used.
- We do not provide loaner helmets.

CLOTHING

- Wear comfortable, well-fitting garments
- Driving in sandals, bulky or loose fitting footwear, or bare feet is prohibited.

- Long pants and long sleeves are usually mandatory; however, short sleeves and pants will be allowed if the heat index gets high enough.
- No nylon jackets, please. We recommend against synthetic materials, unless they are flame-retardant, such as Nomex.

DRIVING GLOVES

- Driving gloves are optional; however, they can provide additional grip, especially in cars without leather steering wheels. Colored gloves can make it easier for other drivers to see your hand signals.

SHOES

- Choose a good sneaker or street shoe with a thin flat rubber or crepe sole and a leather or canvas upper (leather is better). Nylon uppers are not recommended. Driving shoes are acceptable.

FIRE EXTINGUISHER

- You are not required to have a fire extinguisher mounted in your car; however, it is a desirable piece of safety equipment, even for a street car. If you choose to have a fire extinguisher on board, it must be securely and positively mounted, and must be easily reached by the driver when strapped in. If mounted, the extinguisher must be at least B-C rated.

HARNESSES

- Aftermarket 4-, 5-, and 6-point harnesses are becoming popular for events such as driving schools. While such harnesses help secure occupants in the seats more positively, they require specific knowledge to properly mount, and specific equipment in order to function properly. The stock, DOT-approved seatbelts with which new cars are equipped from the factory are entirely suitable and satisfactory for the purposes for which they are intended: to hold the occupants in place and to provide adequate restraint in the event of an accident. Stock lap and shoulder harnesses and their mounting points are designed and tested to high and stringent standards. Aftermarket harnesses may provide equally effective restraint, provided they are in good condition and properly mounted with the right equipment. Aftermarket harnesses that are improperly mounted or are used in conjunction with incorrect equipment may give the impression of good restraint, but under severe conditions, could fail with catastrophic results.
- Improper use of any harness belt can cause serious personal injury or death. To help reduce the risk of serious injury in an accident, consider the following guidelines for the installation and use of aftermarket restraint systems:
 - Never use aftermarket harnesses and factory harnesses at the same time. They are each designed as separate systems and using them together could defeat the design purposes and limits of each.

Kansas City BMW Club, BMW Car Club of America, Inc.

- 4-, 5-, or 6-point harness belts should never be used with factory seats having headrests that do not allow the harness belts to pass directly over the shoulder unimpeded (i.e., seatbacks with integrated headrests such as Porsches and Z3s.)
- Factory-provided seatbelts should never be removed from registered street vehicles.
- Never use rear deck shelves, child seat hooks, or rear strut towers or braces as mounting points. These points are not designed to take shear loads in excess of 3,000 pounds.
- Never use the lap belt portion of the harness system without the shoulder belts (and the optional sub-strap if installed).
- Make sure that no strap is twisted when worn. It is an often-used trick to twist factory lap belts before fastening them in order to make them tighter and defeat the inertia-reel function. Don't do it. This is not how the belts were designed to restrain you.
- Never use an aftermarket harness belt system for children under the age of 12 years.
- Never use an aftermarket harness belt system for persons who weight less than 88 pounds or who are less than 59 inches tall, regardless of age.
- Always wear the lap belt portion of the harness system low and tight across the pelvis.
- Never wear the belts over heavy clothing that might interfere with the proper positioning and adjustment of the belts, reducing the overall effectiveness of the system.
- Never wear the belts over rigid or breakable objects in or on your clothing, such as eyeglasses, pens, jewelry, cell phones, keys, etc., as these may cause injury.
- Never allow straps to rub against sharp objects.
- Never allow the belts to be damaged by getting caught in seat hardware or closing the door on them.
- Sub straps must only be used on seats with a proper sub strap hole properly positioned immediately in front of the crotch. Sub straps must never be run around the front of a seat cushion or between the seat and the thigh support bolster. Sub straps mounted improperly cannot provide the intended function and if used and tightened they will actually encourage improper placement of the lap belts and latch. Stock car seats are not equipped with sub strap holes and the internal structure of most stock seats preclude their modification to properly mount the sub strap.
- Never mount strap attach points under seat frame rails. This compromises the strength and functionality of the seat attachment.
- All straps must run free to their mounting points following the routing specified by the manufacturer, If you're using an aftermarket seat, the straps must run through the appropriate slots in the side of the seat (lap belts), the back of the seat (shoulder belts) or bottom of the seat (sub strap).

Driving School Information Manual

- Webbing should connect to mounting hardware so that the webbing is pulling in the same plane as the webbing passes over the body. If must not pull hardware at odd angles.
- Never use a five-point or six-point harness belt as a four-point belt. Four-point belts must be specified as such by the manufacturer.
- Never modify in any way, any component of an aftermarket harness product for installation.
- Don't confuse a harness mounting bar with a harness guide bar. A harness mounting bar is designed for the direct attachment of shoulder belts and is mounted to adequately strong attach points in the car. A harness guide bar is designed to optimize the direction of the shoulder belts back from the seat and while it must be strong enough to maintain the belt's direction under load, it is not designed to accept the full load of the shoulder belts in an impact.
- Street legal four-point harness belts are available from some manufacturers, and carry a tag or label noting that they comply with FMVSS 209 standards. These must, whenever possible, be mounted to factory DOT mounting points in order to maintain compliance. They are generally two-inch shoulder belts sewn into two-inch lap belts with a single orange button to release all points.
- The HANS (head and neck support) device has been proven to be effective in reducing or preventing certain types of injuries. Such devices are designed to be used only with certain types of five- and six-point competition harnesses and must never be used with original equipment factory three-point seat belt systems.

If you need information on the proper use and installation of after-market harness belts, contact the harness supplier or a professional installer for advice. You may also contact one of our driving school organizers and we will either advise you or refer you to an expert.

When you arrive at the school, if we determine that your harnesses are mounted improperly or unsafely, we will prohibit their use during the school. If you have any doubt about the safety of an aftermarket harness, you should probably use the stock, factory harnesses that came in the car.

This emphasis on safety equipment may seem like a lot of trouble for a few hours on the track, but, like the street, the track is where you don't want parts to break, or your safety equipment to fail. These requirements and suggestions are not intended to scare driving school students; rather, they are intended to continue to enhance the safety record of BMW CCA driving schools. If you aren't a frequent driving school enthusiast, all these checks are still excellent for everyday driving. Do this routine at least once a year to catch problems before they happen.

At The Track

The Hallett Motor Racing Circuit

The Hallett Motor Racing Circuit 1.8 mile, 10 turn, multiple-direction course in the rolling Osage Hills of North Eastern Oklahoma. It is located 35 miles west of Tulsa, Oklahoma, at the Highway 99 exit of the Cimarron Turnpike.



COMMUNICATING

Driving schools rely on communication. Instructors communicate with students who provide feedback and ask questions. Control communicates with the grid and pit areas and corner workers by radio, and with drivers by flags. Corner workers communicate with drivers using flags and hand signals. Drivers in different cars communicate using hand signals and brake lights. To get the most from the driving school, students must know how these systems work.

KNOW THE FLAGS

As you circulate the track you will notice corner workers and flags at strategic points. These corner workers are experienced and there for your safety. Obey and treat them with respect. After all, they are looking out for you. What they instruct you to do with their flags or otherwise while on the course is mandatory. **ABOVE ALL, PAY ATTENTION TO THE FLAGS THAT WILL BE DISPLAYED THROUGHOUT THIS DRIVING SCHOOL.** Failure to comply with a flag instruction may result in ejection from the event. The first time out, pay special attention to the location of each flag station. The basic flags we will use are yellow, blue and yellow, red, red and yellow, green, white, black, and checkered.

GREEN FLAG

The green flag indicates that the track session is in progress and there are no problems on the track. This will be displayed only at the tower.

YELLOW FLAG

The yellow flag indicates trouble or a need for caution on the course in the vicinity of where it is displayed. Slow down and be ready to stop. If the yellow flag is waved rapidly, expect that there is a car in your line: slow down, but continue safely to avoid being rear-ended by the next car. Remember that the car behind you may not see the flag as soon as you do, so don't slam on the brakes. Check your mirrors and brake accordingly. If the yellow flag is displayed in a passing zone, NO PASSING is allowed.

BLACK FLAG

A black flag may indicate either mechanical trouble or incorrect driving procedures have been observed. When any flag station waves the black flag at a driver, he or she should acknowledge with a hand signal or headlight flash, then proceed around the track to the pit area and report to a school official. Failure to respond to a black flag or extreme carelessness or unsafe behavior may result in ejection from the event at the discretion of the Event Coordinator.

RED FLAG

Red indicates a serious situation. Check traffic behind you, signal that you're pulling off, slow to about 10 mph, look for a safe place off the line, and pull off the track to a stop. Remain in your car.

BLUE-YELLOW FLAG

The blue flag with yellow stripe means that a faster car is behind you. Be prepared to let it pass in the next designated passing area.

RED-YELLOW FLAG

When you see this, the corner worker is warning you that a slippery condition exists—oil, gravel, dirt, debris, anti-freeze, or something is making part of the track slippery. Proceed with extreme caution.

WHITE FLAG

At some schools, we may show the white flag at the tower to indicate one lap remaining in the run session. This would be a good time to start taking it easy on the brakes and start cooling the car down.

CHECKERED FLAG

At the conclusion of a session, the checkered flag will be displayed at Control. After receiving the checkered flag, proceed around the track at reduced speed to the track exit. Wave at the corner workers so they know that you have seen them and appreciate their help. Slow down and signal before exiting the track (raise your fist out the window), enter the cool down course slowly, and proceed into the paddock. The pit lane speed limit is 5 mph. Return to your parking place to let the instructor out (if you stop at the paddock entrance you run the risk of being rear-ended).

INCIDENTS

Although we do not anticipate incidents during the event, should one occur in front of you, remain calm. The first two instructor cars will stop at the incident, if in their judgment assistance is needed. Otherwise, if you are clear of the incident, continue at reduced speed until you get instructions from the next flag station. **DO NOT** make any sudden moves that might jeopardize you or the drivers following.

DRIVING RULES

Please read the following instructions carefully.

- Safety is the most important consideration at our school.
- Anyone deemed to be driving in an unsafe manner is subject to ejection from the school.
- **NO RACING!** It's a quick way to get black flagged.
- If it starts to rain, slow down to a speed below that at which you know you can drive in the wet.
- Check the condition of your brakes, tires, and lug nuts/bolts frequently.
- Check oil level before each driving session. You should bring an adequate supply of oil with you.
- Check your activity schedule and line up on the paddock on time.

The first track session for each run group will be at reduced speeds, normally starting under the yellow flag for a few laps. The yellow flag means **NO PASSING**. Your objective during the first session is to get comfortable in the car, learn the course, and observe the flag stations.

TWO-SPIN RULE

We are very serious about safety being our most important concern. To be safe, a driver must have his or her car under control at all times. Spins and off-track excursions usually indicate a driver did not maintain control. Therefore, if a driver has a combination of two spins or four-wheel-off-track excursions, he or she may be asked to leave the school. There may be extenuating circumstances, and these will be discussed with the student, instructor, chief instructor, and event coordinator before a final decision is made, but it's wise not to count on mercy. The best course of action is to drive within your limits. If you have one spin or off-track excursion, then you should take your driving down a level to make sure the second event does not happen. We want you and your car to go home in the same condition as when you arrived.

PASSING RULES

- No one may pass another car unless the driver of the car being overtaken signals that the pass is allowed.
- Each pass requires a separate signal from the driver being passed.
- All passing will be to the left of the car being overtaken.
- Passing may only be done in designated passing zones.
- Do not try to pass near the end of the straights.
- Be sure you have plenty of time to complete your maneuver before any turn.
- Watch your mirrors!
- **DO NOT TAILGATE!**
- The obligation for a safe passing maneuver falls primarily on the passing car; however, the car being passed should never do anything unexpected to interfere. Once you signal another car to pass, lift off the throttle until their pass is completed.
- Do not block faster cars.

OTHER GUIDELINES

- Don't group together. If you find yourself running in a group, cool it for a lap or two to let the group disperse. That way you can concentrate on your own driving and won't have to worry so much about how close the other guy is all the time. If you are signaled to disperse and fail to do so, you will be black-flagged.
- Concentrate on being smooth and taking the right line. Do not try for speed! Proficiency comes with practice and smoothness, so be patient, concentrate on what your instructor has told you, and try to be smooth.

INSTRUCTORS

- Instructors will be available in the grid area.
- Instructors are to be picked up and dropped off and driver changes made only in the cold pit area.
- Novice drivers will have instructors with them in the car during every run session. All other students will have instructors with them at least during the first run session and thereafter as needed as determined by the instructor and chief instructor. Intermediate students may be signed off for solo, but are encouraged to continue riding with their assigned instructor or a different instructor to take maximum advantage of the learning experience. Advanced students must also ride with an instructor until they are signed off for solo.
- Instructors who sign off students solo must complete the solo form, give it to the Chief Instructor, and place the solo sticker on the student's car.
- Instructors may make recommendations to the Chief Instructor concerning any student whose driving is deemed unsafe.
- Students are encouraged to contact the Chief Instructor and criticize instructors who are not teaching but just riding. Please help us if this occurs.

PIT ENTRANCE AND EXIT

- If you want to enter the track after the start of the session, pull to the end of the grid and wait to be signaled onto the track. Stay to the left side of the track as you accelerate up to speed. Use your mirrors to see if you are being overtaken before you move from the left hand lane.
- When you want to pull into the pits, signal by forming a fist with your left hand extended straight up outside the window as soon as you come out of Turn 9 before the pit entrance. Stay all the way over to the left of the track and pull into the pit lane slowly. The speed limit is 5 mph on the pit lane. In the grid area, the speed limit is equivalent to a brisk walk.

RECOMMENDATIONS IN CASE OF TROUBLE

If you err in judgment and lose control of your car, the best general rule is to lock up the brakes (ABS notwithstanding) on all four wheels and keep them locked until you are completely stopped. If you see you are going to run off the track AND you still have control, drive straight off. Do not attempt to hold your car on the track, as this could result in sliding off sideways—which can lead to rolling the car. Your chances of escaping unscathed by driving off instead of sliding off are much better.

Event Day Checklist

BEFORE EACH DRIVING SESSION:

1. Check wheel lug nut/bolt torque. (only when wheels and brakes are cool). Torque your lugs evenly to prevent warping rotors.
2. Check the oil level. Note: Oil is often foamy just after you have run, and yields incorrect readings.
3. Check the tire pressure. Note: Tires are expected to heat up and cause the pressure to increase by 4-5 lbs.
4. Check under the hood for a general condition check.
5. Clean the windshield.
6. Tape or cover glass headlights and fog lights, unless rain is expected.
7. Double check your next track and classroom times.

GENERAL REMINDERS

- Be in the staging area (grid) and ready to go at least 10 minutes before run time.
- Listen to the public address system for announcements.
- Be sure to remove all loose items from the car and trunk, including hubcaps and trim rings.
- Before your first session, inspectors or instructors will clean tech your car.
- Be belted in your car, helmet on, and engine warm 5 minutes before run time. Make sure your passenger seat belt is ready for your instructor.
- In all sessions, run the first lap or two at reduced speed. Take time to warm up your tires, engine and brain.
- Know the flags and watch the flagging stations. Take their advice, it may save you a lot of grief around the next corner.
- Acknowledge any flag signal given with a single wave of your hand or an exaggerated nod of the head.
- Don't tailgate the car in front of you; you can't concentrate on your own driving if you are worrying about his.
- Drive your own line; don't follow someone else's mistakes.
- In the event of rain, slow down to at least half your normal speed. The oil and rubber on the track mix with water and make things very slippery until the track gets washed off. Speed can be increased as the track is washed off and your feel for the new conditions is established. A wet track will show who is smooth and consistent and who is not. It's a great teacher; respect it and learn from it.

A FEW WORDS ABOUT PERFORMANCE DRIVING

There are few thrills in life that rival that of high-performance driving. Yet, enjoyable as it may be, the dangers are many and the risks high. The following material is designed to familiarize you with the proper techniques of high performance driving. Understanding these fundamentals will make the total driving experience safer and more satisfying.

A GOOD TUNE-UP

During the driving school you will be placing more stress on your car than during normal daily driving. A well-tuned car will perform better and will result in a more pleasurable experience for the driver. It is recommended that you top off the oil system at the track the day you plan to run to insure adequate supply during hard cornering. You might want to overfill the oil supply by half a quart if you plan to drive very hard. Oil supplements and racing grade oils will not be necessary. All entrants should bring extra oil to the track.

TIRES

Tires are, in most cases, the single most important factor in measuring a car's cornering capabilities. Having good tires properly balanced and mounted on good rims will increase your car's handling potential. Tire pressure should be checked frequently. Tips on tire inflation pressure may be given at the track. Tighten lug nuts/bolts before the first run of the day when the wheels are cold. The use of a torque wrench is advised, particularly for alloy wheels. Do not tighten lug nuts after a session on the track while they're still hot. This will result in over-tightening upon cooling.

MALFUNCTIONS

If you feel you may have a malfunction in your car, get some knowledgeable assistance, preferably from the tech inspectors. Don't go out on the track to see if your perceptions were accurate; you may be sorry you didn't investigate first. There will be plenty of very knowledgeable people around who will gladly help you.

CONDITIONING

High performance driving demands total concentration, split-second timing, and fully coordinated muscle movements. Drivers bothered by aches and pains, who are uncomfortable, or overly tired, can't perform at the maximum. Get a good night's sleep, eat a good breakfast and lunch, and drink lots of fluids (water, Gatorade, etc.). Know your limits: if you start to become fatigued, pull in and rest. A tired driver makes mistakes and is a hazard to himself and others. To drive at higher performance levels in a safe and controlled manner, everything has to be tuned for maximum performance, including the driver.

For obvious reasons no alcohol or other drugs (including antihistamines or other drugs that make you drowsy) may be consumed during the event.

SEAT BELTS

Those supplied with newer cars are adequate. Weak or frayed belts should be replaced.

DRIVING MANUAL

Novice drivers will be issued a Driving Manual. Other students may request it. You should read it and be familiar with the concepts covered.

TRACK SESSION TIPS

***DON'T FORGET,
YOU HAVE TO DRIVE
THIS CAR HOME!***

Paddock Area:

- Engine-fluid levels, no leaks, belts tight, wires snug.
- Tires/wheels-lug bolts/nuts torqued. Correct inflation pressure.
- Sunroof closed, lights taped, brake lights work, hood latched closed, windshield wipers work.
- Floor mats out, all receptacles empty, cell phone out or taped.

Grid Area:

- Proper seating position-as vertical as possible, thigh supported, knee slightly bent when clutch is pushed to the floor, back against seat and elbows slightly bent with hands at 3 and 9 o'clock.
- Adjust mirrors
- Driver and front passenger windows down
- Helmet on snugly and buckled
- Seat belts on very snugly

Entering the Track:

- Wait for the grid master's signal to move
- Keep to the left upon entering and check for traffic

Driving the Track:

- Signal to allow passes
- Don't pass unless signaled
- Be aware of corner stations and observe their signals.
- Acknowledge the checkered flag, reduce speed and cool down car

Reentering the Pits:

- Signal your intention to leave the track
- Slow down to 5 **MPH** through the pits
- Do not set your parking brake when you return to the paddock

Frequently Asked Questions

When do I have to get to the Hallett Motor Racing Circuit?

You must be at the track early enough on Saturday to ensure you have time to register, if you did not do so on Friday. You need time to sign the waiver at the gate, find a parking spot, get your helmet verified, turn in your helmet waiver form and Pre-Event Safety Inspection Report form, and sign the required insurance waivers. You must ensure your car is completely empty of extraneous materials and prepared for the track in time for the first driver's meeting of the day, which will be at 8 AM. Depending on your run group, after the drivers' meeting you may go directly to grid or directly to classroom, so don't assume you have a lot of time after the driver's meeting to prepare your car.

When is the tech inspection?

The primary technical inspection of your car occurs before you ever leave to come to Hallett. In this information packet is the Pre-Event Safety Inspection form. The Pre-Event Safety Inspection must be completed by a qualified technician within the four weeks preceding the event. You must bring your completed inspection form to Registration. It is your responsibility to ensure your car is safe and in good mechanical condition. On Saturday and Sunday when you grid for the first time each day, school staff will check to ensure all loose items have been removed and there are no obvious visible safety defects. It is your responsibility to bring a safe car to the event, and to maintain it in a safe condition throughout the event. Unsafe cars will not be allowed on the track.

Can I do my own Pre-Event Safety Inspection?

If you are are qualified, yes. For most participants the inspection should be done by a professional mechanic, preferably one who is experienced on your make of car, and who has the facilities to raise the car and do a thorough inspection top and bottom. Some participants have the mechanical skills and experience to do their own, but this is a detailed inspection for defects that will help determine if your car will be safe under high stresses on the track. If you do not have an extensive automotive mechanical background, it is best to have a qualified technician perform the inspection.

Can I drive my convertible?

Possibly. Convertibles pose a unique risk to its occupants in the unlikely but possible event of a rollover. Without the added protection of an integral hard top, the windshield and A-pillar could compress to the extent it can pose a danger of injuries. In addition, without a roof

it is possible in the event of a rollover that occupants' arms may be more easily injured. However, if your convertible is equipped with a bolted-in or welded-in roll bar and five- or six-point harnesses for each seat, you may be allowed to participate. Contact the Event Coordinator and make your request. Arm restraints are strongly recommended. Factory rollover protection (pop-up posts or individual roll hoops) are not sufficient.

Why can't I get all my money back if I cancel out?

The organizing chapter incurs significant expenses that are amortized over all the registrants. Many of these costs are still incurred even if a student does not show up. NO refunds will be given. We will give you a full credit for a future Driving School.

Why are the passing areas so restrictive?

This is a driving school, not a racing school. The passing areas are tightly controlled so that the risk of car-to-car contact is minimized. The passing areas exist so that quicker drivers do have a safe area to execute a pass and continue on.

Will my insurance cover any damage to my car?

This depends on your insurance carrier and your policy. Many policies remain in force as long as the car is not used in a speed event or competitive event. This driving school is a non-timed, non-speed, non-competitive school and it is not a race or practice for a race. You need to ensure that you are aware of the terms of your individual auto insurance policy and are prepared to assume the risk of participating in this school.

What if something happens to my car so that it poses a hazard?

Simple answer. You can't drive on the track. One reason BMW CCA driving schools have a good safety record is our strict adherence to safety standards. If your car is not in good mechanical condition and safe, it doesn't get on the track. That's the bad news. The good news is that there are many helpful drivers at the event who can probably help you diagnose or fix what's wrong, if it's fixable. If you have a good Pre-Event Safety Inspection and examine your car closely before coming to the event and then again when you arrive at the Hallett Motor Racing Circuit, you should be in good shape.

Do I have to let my instructor drive my car?

No. By driving your car, the instructor gets to see and feel exactly how your car handles, and may be able to give you more insightful instruction. Also, you get to see how an experienced driver drives the line in the same car you'll be driving. The decision is up to you. However, please be warned: if an instructor damages your car, repair or compensation is between you and your instructor. Neither the Hallett Motor Racing Circuit nor the Kansas City BMW Club or Sunbelt BMW Club may be held liable or be involved in repair or compensation.

What if I want to drive my car without an instructor?

Unless you are assigned to the Advanced or Intermediate run groups, you will not be allowed to drive on the track without an instructor. This helps ensure overall safety and provides you with the maximum opportunity to learn from a very accomplished driver. Certain students may receive a sign-off from their instructor to go solo, but only after the instructor has ridden with the student and is confident of his or her ability to drive the car safely alone. Even if the instructor signs you off to go solo, you must still ride with the instructor on the first track session each day. Remember that just because your instructor signs you off for solo, it doesn't mean you must drive solo. You can continue to ride with and learn from your instructor or a different instructor, and we encourage you to do so.

Suppose I don't get along with my instructor?

This happens occasionally. If you and your instructor are not "clicking," ask the Chief Instructor for another instructor.

KEY PEOPLE

Event Masters

Bob Ederer (405) 812-8573
Mike Staub (913)269-4843

Chief Instructor
Classroom Instructor

Ryan Staub (913) 908-7280
Tim Gerrity (913) 217-8931

Registrar

Greg Lippert (913) 481-7945

Remember Our Objectives:

- 1. Safety. No incidents - we want you and your car to leave in the same condition as when you arrived.**
- 2. Have fun and learn - enjoy yourself while you're here, and take away the skills and experience that make you a better and safer driver on the street.**

This is a sample form, Please read it carefully. To participate in the event or be on the premises, you will be required to sign a similar form when you arrive at the event.

RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT

DESCRIPTION AND LOCATION OF SCHEDULED EVENT(S)

DATE RELEASE SIGNED

IN CONSIDERATION of being permitted to compete, officiate, observe, work for, or participate in any way in the EVENT(S) or being permitted to enter for any purpose any RESTRICTED AREA (defined as any area requiring special authorization, credentials, or permission to enter or any area to which admission by the general public is restricted or prohibited), EACH OF THE UNDERSIGNED, for himself, his personal representatives, heirs, and next of kin:

1. Acknowledges, agrees, and represents that he has or will immediately upon entering any of such RESTRICTED AREAS, and will continuously thereafter, inspect the RESTRICTED AREAS which he enters and he further agrees and warrants that, if at any time, he is in or about RESTRICTED AREAS and he feels anything to be unsafe, he will immediately advise the officials of such and will leave the RESTRICTED AREAS and/or refuse to participate further in the EVENT(s).

2. HEREBY RELEASES, WAIVES, DISCHARGES AND COVENANTS NOT TO SUE the promoters, participants, racing associations, sanctioning organizations or any subdivision thereof, track operators, track owners, officials, car owners, drivers, pit crews, rescue personnel, any persons in any RESTRICTED AREA, promoters, sponsors, advertisers, owners and lessees of premises used to conduct the EVENT(S), premises and event inspectors, surveyors, underwriters, consultants and others who give recommendations, directions, or instructions or engage in risk evaluation or loss control activities regarding the premises or EVENT(S) and each of them, their directors, officers, agents and employees, all for the purposes herein referred to as "Releasees," FROM ALL LIABILITY, TO THE UNDERSIGNED, his personal representatives, assigns, heirs, and next of kin FOR ANY AND ALL LOSS OR DAMAGE, AND ANY CLAIM OR DEMANDS THEREFOR ON ACCOUNT OF INJURY TO THE PERSON OR PROPERTY OR RESULTING IN DEATH OF THE UNDERSIGNED ARISING OUT OF OR RELATED TO THE EVENT(S), WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE.

3. HEREBY AGREES TO INDEMNIFY AND SAVE AND HOLD HARMLESS the Releasees and each of them FROM ANY LOSS, LIABILITY, DAMAGE, OR COST they may incur arising out of or related to the EVENT(S) WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE.

4. HEREBY ASSUMES FULL RESPONSIBILITY FOR ANY RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE arising out of or related to the EVENT(S) whether caused by the NEGLIGENCE OF RELEASEES or otherwise.

5. HEREBY acknowledges that THE ACTIVITIES OF THE EVENT(S) ARE VERY DANGEROUS and involve the risk of serious injury and/or death and/or property damage. Each of THE UNDERSIGNED also expressly acknowledges that INJURIES RECEIVED MAY BE COMPOUNDED OR INCREASED BY NEGLIGENT RESCUE OPERATIONS OR PROCEDURES OF THE RELEASEES.

6. HEREBY agrees that this Release and Waiver of Liability, Assumption of Risk and Indemnity Agreement extends to all acts of negligence by the Releasees, INCLUDING NEGLIGENT RESCUE OPERATIONS and is intended to be as broad and inclusive as is permitted by the laws of the Province or State in which the Event(s) is/are conducted and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

I HAVE READ THIS RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND HAVE SIGNED IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT, ASSURANCE OR GUARANTEE BEING MADE TO ME AND INTEND MY SIGNATURE TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW.

ALL SECTIONS MUST BE COMPLETED.

PASS #

PRINT NAME HERE

SIGN NAME HERE

DUTIES

Kansas City BMW Club Driving Event Vendor/Sponsor Policy

It is the policy of the Kansas City BMW Club that no persons or businesses may conduct business, establish a display, or otherwise engage in any aspect of commerce on the premises of any site that is in use for a Kansas City BMW Club driving event, without the express, written permission, in advance, of the Kansas City BMW Club.

Permission will normally be granted to sponsors of the Kansas City BMW Club driving event being conducted at that site. Event sponsors must be approved by the Driving Events Coordinator. Explicit with such approval is permission to conduct business or establish a display on the site. The extent to which business is conducted, or the nature of the display is subject to approval by the Driving Event Coordinator and is also subject to existing rules and limits established by the site owner.

Persons or businesses that are not sponsors but wish to apply for permission to engage in commerce at a driving event must request permission, in writing, at least 30 business days prior to the first day of the event. Permission will normally be denied to those persons or businesses that are not sponsors of the Kansas City BMW Club driving event being conducted at that site.

Exception to this policy is granted to those persons or businesses that have in place a pre-existing, written contract with the site owner, so long as their operations in no way hinder the safe and efficient operation of the driving event.

Sponsors should carry their own liability insurance. The Kansas City BMW Club is not allowed to add sponsors to its driving event insurance policy as additional named insureds.