*<event name>*

*<organizing authority>* - Organizing Authority

*<dates>*

*<location>, <country>*

**2K STANDARD NOTICE OF RACE**

*Instructions for completing this Notice of Race.*

*1. All items in red text explain what has to be done to complete the NoR, and should be*

*deleted on completion.*

*2. The items in Blue are the items you need to change or add/enter to detail your event.*

The following abbreviations apply to this Notice of Race and the Sailing Instructions:

PC: Protest Committee or International Jury

NoR: Notice of Race

OA: Organising Authority

RRS: Racing Rules of Sailing

SSI: Standard Sailing Instruction

LSI: Local Sailing Instructions

RC: Race Committee

[NP]: A boat may not protest as per NoR 1.5

1. **RULES**
	1. The event will be governed by the ‘rules’ as defined in the RRS, including Appendix D, Team Racing Rules.
	2. The 2K Team Racing International Association Standard Sailing Instructions (SSI) will apply. These change some rules in the RRS; they are available on the 2K Team Racing website ([www.2Kteamracing.com](http://www.2Kteamracing.com)) and at registration.
	3. The rules for Handling Boats (SSI Addendum A) will apply and will also apply to any practice sailing and sponsor races. Class Rules will not apply.
	4. The notation ‘[NP]’ in a rule of the Notice of Race or Sailing Instructions means that a boat may not protest another boat for breaking that rule. This changes RRS 60.1(a).
	*Place* ‘[NP]’ *at the beginning of each rule to which it applies.*
	5. *Only needed if changes to prescriptions are required. By default, the prescriptions of the national authority apply but they may be deleted or changed unless prescribed otherwise under RRS 88.2. To change the national authority prescriptions, use one of the following and delete those that do not apply:*

[The following *<national authority>* prescriptions do not apply: *<list>*.]

[The *<national authority>* prescriptions that apply [shall be posted on the official notoce board] [are stated [in full below][in NoR Addendum *<. . .>*].] ]

[No *<national authority>* prescriptions apply.]

[The prescriptions that apply are stated in English [below][in NoR Addendum *<….>*]. ]*Use if appropriate and if entries from other countries are expected, state the relevant prescriptions in English. Include as an addendum if appropriate.*

[The *<national authority>* prescription(s) to *<rule(s)>* [is][are] changed as follows: *<description of change(s)>*.] *Use as appropriate and only in accordance with any national authority prescription to RRS 88.2.*

* 1. The right of appeal will be denied in accordance with RRS 70.5 (a).
	2. All races will be umpired.
1. **SAILING INSTRUCTIONS**

The SSI are available on the 2K Team Racing website ([www.2Kteamracing.com](http://www.2Kteamracing.com)) and at registration.

The LSI will be available after *<time>* on *<date>* at *<location>*.

1. **COMMUNICATION**
	1. The race office is located at *<location, address>*.
	2. Notices to competitors will be posted on the online official notice board which is located at <*URL*>. *Use only if there is an online official notice board.*

Notices to competitors will be posted on the official notice board located at *<location>*. *Use if there is an actual notice board*

* 1. Signals made ashore will be displayed from *<description and location>.*
1. **ELIGIBILITY AND ENTRY**
	1. *<Number>*skippers will be invited

*<Criteria for invitation>*

Skippers wishing to receive an invitation should register their request with the OA by *<details of requesting invitation>.*

* 1. Entry Procedure
		1. The minimum number of teams needed to hold the event is *<number>*. There is a strict maximum of *<number>* teams.
		2. The Closing Date for the event is *<Date>.*
		3. If at 18:00 on the Closing Date the minimum number of teams have entered the event will proceed.
		4. If at 18:00 on the Closing Date there are insufficient entries the event will be cancelled, and the entry fee less any bank charges will be returned.
		5. If on the Closing Date the event is oversubscribed the Association will advise the team(s) concerned, these teams may request to be placed on a waiting list or have their entry fee (less bank charges) returned. All teams that have entered correctly and are not offered a place will have its entry fee (less any bank charges) refunded.
		6. A non-refundable entry fee of *<amount including currency>* shall be received on the bank account of the 2K Association before the Closing Date. The entry fee includes the dinner on Saturday. The entry fee also includes the membership fee for the 2KTeam Racing International Association of €2 or £1.75.

NAME OF ACCOUNT : 2K Team Racing Association Europe

CITY : Delft

IBAN: : NL05INGB0006736774

SWIFT-CODE (BIC) : INGBNL2A

“Charges payable by sender”

* + 1. Entries should be received no later than the Closing Date *<Date>.*
	1. Only teams invited by the OA, and who confirm acceptance of the invitation, as detailed in the letter of invitation, will be eligible to enter this event.
	*The letter of invitation should include:
	the method of accepting the invitation (email etc);
	date for acceptance of the invitation;*
	2. All competitors shall meet the eligibility requirements of World Sailing regulation 19.4.
	3. All skippers shall obtain an World Sailing Sailor ID by registering online at [world-sailing-profile](https://www.sailing.org/inside-world-sailing/organisation/our-family/world-sailing-profile/). Skippers shall inform the OA of their World Sailing Sailor ID at registration
	4. The team captain shall complete registration, pay any entry fee, [arrange the damage deposit of *<amount including currency>*] *remove reference to damage deposit if not required* and lodge the Sailing Agreement, all between <*date(s) and time(s)>* unless extended by the OA

To be considered an entry in the event, a team shall complete all registration requirements and pay all fees

1. **DAMAGE DEPOSIT**
	1. Each supplied boat is insured by the OA for third-party liability insurance with a minimum cover of *<amount including currency>* per incident.
	2. An initial damage deposit of *<amount including currency>* shall be received on the bank account of the 2K Association before registration unless extended by the OA. This deposit is the maximum payable by the team as a result of any one incident per boat. For bank account details see NoR 4.2 (f).

Each skipper is responsible for the damage or loss to their boat unless responsibility is otherwise assigned by the umpires or PC. The damage deposit is the limit of liability of each skipper for each incident. In the event that a deduction is made from the deposit, the skipper will be required to restore the deposit to the original value to continue in the event.

* 1. The OA will refund any remaining damage deposit as soon as possible after the event.
1. **CREW (INCLUDING SKIPPER)**
	1. A team shall comprise a total of *<number>* persons. The maximum of any one gender shall be 50% of the total, plus one. Teams sailing with a 50:50 gender mix will receive a ranking bonus. All registered crew shall sail all scheduled races.
	2. After registration no team member may be permanently changed without the prior written permission of the RC. Permission will only be given in exceptional circumstances. Teams are permitted to make temporary changes to cover short term absences. No temporary substitute may sail more than 2 races, and all substitutes shall be of the same gender as the person they are replacing. The RC shall be informed of these changes.
	3. After the warning signal for a race, the registered skippers shall not leave the helm, except in an emergency
	4. When a registered skipper is unable to continue in the event, the OA may authorise an original crew member to substitute
	5. When a registered crew member is unable to continue in the event the OA may authorise a substitute, a temporary substitute or other adjustment.
	6. Any team that is given permission to sail without the required number of crew or gender mix may be allowed to sail, however they shall not be eligible to compete in any knockout stage and their results shall be discounted when final positions are calculated.
	7. There is no weight limit.
2. **EVENT FORMAT**
	1. The OA intends to provide *<type of boat>* type boats for racing in the event. Each boat will have the following sails: Mainsail, jib. Spinnakers will not be used.
	2. Boats will be allocated by the Race Committee.
	3. While all reasonable steps are taken to equalise the boats variations will not be grounds for redress. This changes RRS 62
	4. The number of races to be sailed each day will be determined by the RC with the intention of the RC to start each subsequent race as soon as practicable after the previous race
	5. The course will be windward/leeward course with spreader mark, starboard roundings and finishing downwind.
	6. The intended racing area [will be *<course area>* and] is shown in addendum B
	7. All teams will be seeded into one group.
	After the first stage the following will apply:
		1. The two highest ranked teams will proceed to stage 2.
		2. Teams will exchange boats after odd races of the series unless otherwise agreed by both teams.
		3. Further races of the series will not be sailed once the first team scores the points required for that stage.
	8. The event will consist of the following stages:
		* Stage 1: Multiple round robins
		* Stage 2: Finals, knock out (first to score 2 race win points)
	9. The RC may change the format, terminate any stage or the event when, in its opinion, it is impractical to attempt to hold the remainder of races under the existing conditions or in the remaining time scheduled. Early stages may be terminated in favour of later stages
3. **PROVISIONAL PROGRAMME**
	1. Schedule
		1. The Race Office will be open from *<time / date>*
		2. Registration will be from *<time / date>* until *<time / date>*, unless extended by the OA.
		3. The first briefing for the team captains and skippers on *<time / date / place>*.
		4. The first meeting with umpires will be immediately on completion of the first briefing.
		5. Racing days are from *<date>* to *<date>.*
		6. The time of the warning signal of the first race on the first day will be *<time>* and for the subsequent days *<time>*.
		7. The latest time for a warning signal on the last day of racing will be [approximately] *<time>*.
		8. Prize giving will be on *<time / date / place>*.
	2. Unless excused by the OA, attendance at the following is mandatory :
		1. First briefing for the team captains and skippers.
		2. The daily briefings for the team captains and skippers.
		3. Prize giving for the final teams.
4. **ADVERTISING**
	1. [NP] As boats and equipment will be supplied by the Organising Authority, World Sailing regulation 20.4 applies. Each boat may be required to display advertising as supplied by the OA. *See World Sailing Advertising Code. Include other applicable information related to advertising*
5. **[NP] CODE OF CONDUCT**
	1. Competitors and Support Persons shall comply with any reasonable request from any official, including attendance at official functions, co-operation with event sponsors and shall not behave in a manner so as to bring the event into disrepute.
	2. Competitors and Support Persons shall handle the boats and equipment with proper care and seamanship and in accordance with SSI Addendum C.
	3. The following actions by skippers and/or crew while racing may be considered a breach of sportsmanship under RRS D2.3(g):
	- Excessive attempts to coerce verbally, coach or influence umpire decisions;
	- Repetitive or ongoing objection to an umpire decision (verbal or otherwise);
	- Abuse of umpires before or after a decision (See also TR Call M8).
	4. Breaches of SSI 18 Code of Conduct may also be referred to the PC. Any penalty will be at the discretion of the PC and may include exclusion from further participation in the event, or the withholding of deposits.
	5. Gross breaches of SSI 18 Code of Conduct may be referred to the PC by the OA for action under RRS 69.
6. **[NP] SUPPORT PERSON**
	1. No support person vessels will be permitted
7. **[NP] MEDIA, IMAGES and SOUND**
	1. If required by the OA, media equipment (or dummies) supplied by the OA shall be carried on board while racing.
	2. Competitors shall not interfere with the normal working of the OA supplied media equipment.
8. **DATA PROTECTION**
	1. <*requirement(s)*> *State any data requirement(s) necessary for compliance with data protection legislation that applies in the venue of the event.*
9. **RISK STATEMENT**
	1. RRS 3 states: ‘The responsibility for a boat’s decision to participate in a race or to continue racing is hers alone.’ By participating in this event each competitor agrees and acknowledges that sailing is a potentially dangerous activity with inherent risks. These risks include strong winds and rough seas, sudden changes in weather, failure of equipment, boat handling errors, poor seamanship by other boats, loss of balance on an unstable platform and fatigue resulting in increased risk of injury. **Inherent in the sport of sailing is the risk of permanent, catastrophic injury or death by drowning, trauma, hypothermia or other causes.** *Each venue jurisdiction may need a different or modified version of this risk statement.*
10. **PRIZES**
	1. Prizes will be given as follows: *<description>*. *If perpetual trophies will be awarded state their complete names.*
11. **FURTHER INFORMATION**

For further information please contact *<description>*. *Insert necessary contact information.*

1. **SOCIAL PROGRAMME**

A social programme will be offered and consist of *<description>*. *Insert all necessary information about the programme.*

1. **TRAVEL AND ACCOMMODATION**
	1. *<travel options>* *State all relevant options for travel to the venue including nearby airports and train stations*
	2. *<accommodations>* *List the most relevant options for staying close to the venue*

**ADDENDUM A**

SAILING AGREEMENT

This sailing agreement is to be completed and signed by the person in charge before sailing a club-provided *<boat type>*.

**Team name: .............................................................................................................................**

**Name of person responsible for boat 1: (skipper 1) ............................................................**

**Name of person responsible for boat 2: (skipper 2) ............................................................**

In taking part in a *<Club name>* organised event using the Club-provided *<type of boat>* and/or sailing in a Club-provided *<type of boat>*, I declare that I and my team members are competent sailors and fit to sail in the conditions in which we will find ourself when leaving the mooring and coming to the starting area.

I agree to be responsible for the safety of the boat and her crew, whether afloat or ashore, and that nothing, whether in the Notice of Race or Sailing Instructions or anywhere else, reduces this responsibility.

I agree to be bound by the Racing Rules of Sailing (when applicable), the national regulations “*<name of regulations>*” (when applicable) and the byelaws of *<Club name>* (when applicable).

In respect of damage, breakage or loss of equipment I agree to be bound by the following convention:

* To report to the designated person at the event any damage, breakage or loss of equipment, concerning either the boat in which I am sailing or another boat, of which I become aware.
* Where the damage, breakage or loss of equipment is identified as being my fault, the Club may debit my account or damage deposit up to the maximum payable sum as described in the NoR in respect of that incident;
* Where the damage, breakage or loss of equipment is identified as being the result of an incident between two or more boats where responsibility cannot be apportioned, the Club may debit my account or damage deposit up to the maximum payable sum as described in the NoR divided equally between all the parties involved in respect of that incident;
* Where the damage, breakage or loss of equipment is identified as having occurred during the event but a directly responsible party cannot be identified, the Club may debit my account or damage deposit up to the maximum payable sum as described in the NoR divided equally between all competing participants in the event in respect of that incident.

|  |  |
| --- | --- |
| Signature skipper 1 | Date |
| Signature skipper 2 | Date |

**ADDENDUM B**

COURSE AREA

*For example a screenshot from google maps with a circle where the intended race area is.*