ROCKY MOUNTAIN AREA TSD RALLYE GENERAL INSTRUCTIONS 2015

A. BASIC RULES

- **1. OBJECT:** The object of the rally is to arrive at each **control**¹ when you are due, neither early nor late. This is best accomplished by following the instructed course and maintaining the assigned speeds. The rally is divided into legs and each leg is scored separately. Scores for individual legs of a rally cannot be adjusted or affected by performance on subsequent legs.
- **2. SAFETY**: Assigned speeds will be reasonable. Do not exceed posted speed limits at any time. The official time has been planned to allow adherence to legal speeds and safe passage. Cars that are off course or off schedule will be unable to catch up before the next **control**. Colorado has a seat belt use law please follow it.
- **3. REGISTRATION**: Please complete registration before beginning the rally. Rallyists and workers must sign a waiver releasing the organizers from all liability. Minors must submit a release signed by a parent or guardian. Proof of liability insurance to satisfy the Colorado minimum requirements must be presented. Teams shall consist of two persons per car, excepting children under 12 years of age.
- **4. CAR NUMBERS**: Apply the car number sticker in your registration packet to the lower right corner of your windshield (making sure that the number will be visible to the **control** workers).
- **5. ROUTE INSTRUCTIONS**: Rallyists are responsible for examining their instructions for completeness and legibility.
- **6. RULES**: These General Instructions and any Supplement issued shall constitute the only rules that govern the rally. Rallyists are expected to refrain from laborious, obscure, or illogical interpretations of these rules. Participation as a rallyist, organizer, or worker will be construed as evidence of acceptance of these rules.
- **7. TIMING**: Timing will be to the nearest second using watches synchronized to WWV time signals. Official time will be available at the registration area. WWV time signals are also available by calling (303) 499-7111.
- 8. MEASUREMENTS: The right front wheel of your car is the reference point for mileage measurements and control timing.
- **9. LEAD AND SWEEP CARS**: There will be a lead car traveling ahead of the rally to insure that all signs and landmarks essential to the rally are present. A sweep car will follow the rally to assist those with car trouble and to verify that no sign or landmark has been removed during the rally.

¹ Words in **bold** font in these General Instructions have specific rally-unique meanings. Refer to the Glossary (Section F) for their definitions. Words with their first letters capitalized denote basic concepts that rallyists need to be familiar with: Main Road, Course Directing Actions, etc. There is a section in the Generals for each of these concepts.

B. COURSE FOLLOWING

- 1. MAIN ROAD RULE: The Main Road is the road you take unless a route instruction directs you otherwise. At each intersection you must determine the Main Road by applying the following determinants in the order listed. If a determinant fails to apply or does not determine a unique road, disregard that determinant and go to the next. If all fail to apply or do not determine a unique road, there is no Main Road at that intersection and you must execute a route instruction.
 - **a. ON or ONTO (ON):** If instructed ON or ONTO a road by stated name or number, the Main Road is that road as indicated by visible identifying signs, however it may turn, until a subsequent Course Directing Route Instruction is executed. If an unmarked **intersection** is encountered or if the route designation ends, the ON or ONTO determinant does not apply at that **intersection**. However, ON or ONTO shall apply at subsequent **intersections** until a Course Directing Route Instruction is executed. See Section B.3 for course-directing actions. See Section C.3 for road identification.
 - b. CURVE OR TURN WARNING ARROW (CWA): The Main Road goes in the direction indicated by the curve or turn warning arrow as intended by the erecting agency.
 - c. STOP OR YIELD SIGN (PROTECTION): The Main Road is the only road that does not have a stop or yield sign on that road. The existence of a stop or yield sign on the road on which you enter the intersection is immaterial. Rallyists are required to recognize stop and yield signs by their standard shapes. This is a different definition of stop and yield than that which is in the glossary for stop signs and yield signs encountered traveling along the rally route.
 - d. RIGHT AT T OR Y: At a T or Y the Main Road is the road that goes to the right.
 - **e. STRAIGHT AS POSSIBLE (SAP):** The Main Road is the road that is straight ahead or as nearly straight ahead as possible. This determinant will not cause you to leave a limited access highway.

All roads used by the rally are through public roads. Rallyists are to avoid private roads, driveways, business entrances to parking lots, alleys, illegal turns, roads clearly seen to have no outlet, and roads marked to indicate there is no outlet. (Examples are Not a Through Road, Not a Through Street, Dead End, Dead End Ahead, Bridge Out, etc.) These roads are nonexistent for all purposes of the rally. Such roads are considered to end at the last **intersection** before the condition or sign disqualifying the road. A forced turn may be required to avoid such roads; however, uninstructed **U-turns** are not to be made at any time.

2. ROUTE INSTRUCTIONS: Route instructions are used to direct a course different from the Main Road (as defined above) and to provide other information needed to complete the rally. Each instruction requires its own action(s). Numbered Route Instructions and Note Route Instructions may be used during a rally.

An instruction is initiated by taking the first action specified or implied in the instruction and is completed at the last action performed, unless the instruction is to be executed over a specified distance or time, in which case it is completed when the distance has been traversed or the time has elapsed. (For example, RIGHT AT THIRD OPPORTUNITY is initiated by the implied action of observing the first **right opportunity.**)

Each action of an instruction is to be executed at the first **opportunity** to do so, consistent with these General Instructions and any Supplement that may be issued.

a. NUMBERED: Numbered Instructions must be completed or cancelled in ascending numerical order, except as modified by Overlap. See Section B.4. for Overlap. Numbered Instructions requiring special actions are defined below:

ITIS (If There Is Such): An ITIS Instruction is a Numbered Instruction ending with the notation ITIS. Consecutive ITIS Instructions and the next non-ITIS Numbered Instruction become active when the last previous Numbered Instruction is completed or cancelled. When the initiation point for one of these active instructions is found, cancel any lower numbered ITIS Instructions and complete that instruction before initiating any subsequent Numbered Instructions.

WCF (Whichever Comes First): A WCF Instruction is a Numbered Instruction containing the notation WCF and two parts separated by the word "OR". Complete that part whose initiation point occurs first and cancel the other part. A speed shown in a **CAST** column applies to both parts.

b. NOTE: Note Instructions are identified by the word NOTE followed by a title and a colon (e.g., NOTE FRED:) and are intended to be executed whenever possible until cancelled. A Note Instruction becomes active when the last previous Numbered Instruction is completed or cancelled, and execution is required at each **opportunity** that presents itself between that point and the point of the Note Instruction's cancellation. A Note Instruction may be cancelled only by a route instruction or Special Instruction. Several Note Instructions may be active at the same time.

- 3. COURSE-DIRECTING ACTIONS (LEFT, RIGHT, STRAIGHT, TURN, U-TURN. See Glossary): Execute a Course Directing Route Instruction only where it directs a unique course of travel. Execution of a Course Directing Route Instruction requires that the rallyist follow a course other than the Main Road, except that an instruction using redundant or may be redundant is to be executed even if it takes you the same way as the Main Road. An instruction using redundant or may be redundant is to be considered Course Directing even if it takes you the same way as the Main Road.
- **4. OVERLAP:** Overlap is the initiation of a route instruction prior to or concurrent with the completion of a previously initiated route instruction. Numbered Instructions will not overlap each other, except in the case of **odometer check**, **transit zone**, **free zone**, ONs and ONTOs, and **CAST** or in those cases where the instruction explicitly states that it may overlap by using the phrase "MAY OVERLAP". Note Instructions may overlap other Note or Numbered Instructions. A Note Instruction may not overlap itself, i.e., you must complete a Note Instruction in full before reinitiating it.

In addition, **pauses** may be executed concurrently with other actions if appropriate. Pause times required by two or more instructions are cumulative. The following example requires a total pause of 60 seconds at the same **stop sign**. The Numbered Instruction and the Note Instruction overlap and both apply, so both of them are executed here. The RIGHT may be initiated here (just beyond the **stop sign**) if the **opportunity** exists.

NOTE FRED: PAUSE 30 SECONDS AT STOP SIGN.

- 21. STOP SIGN. PAUSE 30 SECONDS.
- 22. RIGHT.

A route instruction may consist of multiple instructions each separated by a period. This group of instructions is to be treated as if the individual instructions in the group were listed separately in the order given.

- **5. SEPARATION**: Observe a sign, landmark, or **opportunity** as your rally vehicle passes even with it. Each observed sign, landmark, or **opportunity** must be at a greater distance along the rally route than the previously observed sign, landmark, or **opportunity**, except as modified by Overlap. The following example refers to three separate **speed limit** signs.
 - 27. SPEED LIMIT 45.
 - 28. SPEED LIMIT 45.
 - 29. "SPEED LIMIT 45".

The maximum distance between initiation points of route instructions (Numbered or Note) is 5 miles unless otherwise noted.

- **6. SPECIAL INSTRUCTIONS**: Special Instructions are written instructions distributed at a **control** that must be followed by all rallyists. All written information distributed at a **control** is to be considered as a Special Instruction.
- **7. EXECUTION PRIORITIES**: When instructions conflict, e.g., it is impossible to execute both instructions at the same point, execute the highest priority instruction and defer the lower priority instruction(s). The priorities, with (a) being the highest, are:
 - a. Execute a Special Instruction
 - b. Execute a Note Instruction.
 - c. Execute a Numbered Instruction.
 - d. Follow the Main Road.
- **8. PARENTHESES**: Information contained in parentheses is intended to be helpful and not mislead. It is not required for proper execution of the instruction.
- **9. CAST**: (see Glossary) **CAST**s are given in miles per hour. Speed changes are to be made at the referenced sign, landmark, or official mileage, unless the instruction requires a turn, in which case the speed change is to be made at the start of the turn.

A new **CAST** is effective until another **CAST** is instructed. If a **CAST** is specified for a time or distance, revert to the previous **CAST** at the end of that time or distance.

C. SIGNS AND LANDMARKS

1. SIGNS: Words, letters, and/or numbers enclosed in quotation marks refer to the text of a sign. A sign used in executing an instruction must bear the quoted caption in order, with no words, letters, or numbers skipped or added between the portions quoted. Signs may be quoted in full or in part. Punctuation (including hyphens, apostrophes, percent signs, ampersands, etc.), emblems, symbols (with the exception of arrows), and exact spacing are considered irrelevant. No instruction will quote only part of a word or number on a sign, but a sign containing only part of a word may be quoted.

Utility pole numbers, text painted on the road surface or curbs, or painted on or attached to vehicles, mailboxes, paper boxes, or their supports will not be used unless specifically allowed by the instruction.

Signs will be overhead or on the right hand side of the rally route unless indicated otherwise by **SA** (sign anywhere) or **SOL** (sign on left). Signs must be prominently visible under expected rally conditions. Signs may or may not apply to the road you are on, but the rallyist will never have to look backward to read a sign. Separate signs on a common support are to be considered as separate signs, except that multiple signs on a common support which convey a single message may be considered one sign.

2. LANDMARKS: A landmark is an object or feature along the rally route. Landmarks will be indicated in the instructions by capital letters without quotation marks. A valid landmark must have a sign identifying the landmark or be defined in Section F.

Signs identifying landmarks have the same requirements as those identifying quoted signs. A sign used to identify a landmark may or may not be attached to the landmark, but the identification will be obvious.

3. ROAD IDENTIFICATION:

- a. There are three types of signs used to identify roads. These are street signs, highway markers, and road premarkers.
 - 1. Street signs contain information identifying the road, and often additional information such as block or city information.

Street signs identify the road in both directions unless the sign indicates that the road only goes in one specific direction, or a different street sign identifies the road differently in the other direction. The example below indicates that the road only goes to the right.



2. Highway markers are located on the road being identified, generally a short distance past an **intersection**. A highway marker may identify a Federal, State, or County highway. Some examples of highway markers are:









3. Road premarkers are located a short distance prior to the **intersection** and identify the intersecting road at the next **intersection**. Premarkers may identify streets or highways. However, an identification at the **intersection** overrides a premarker identification (i.e. a road identified as "Hiver Rd" at the premarker and "Hover Rd" at the **intersection** is identified as Hover Rd.)

A road may have multiple identifications. For example, a street sign may identify the road as Fred Astaire and a highway marker may identify it as C 66. The road is then identified as either Fred Astaire or C 66 or both.

- **b.** Identifying roads: A street sign reading "W Fred Astaire Rd" can be identified as W, W Fred, W Fred Astaire, W Fred Astaire Rd, Fred Astaire Rd, Rd, etc. It cannot be identified as Fred Rd as no intervening words can be omitted. It also cannot be identified as Astaire Road as spelling must be exact.
- **4. COUNTING:** Counting of signs, landmarks, **opportunities**, units of time or distance, etc., begins at zero at the point where the instruction requiring the count becomes active. Counting also begins at zero when you enter a **control**. Count no more than one **opportunity** to leave the Main Road at a given **intersection** and, unless instructed otherwise, use the first **opportunity** to leave the Main Road.

- **5. SPECIAL SIGNS**: You may encounter signs along the route placed there to aid you. These signs will be marked with the club's initials and with one of the following:
 - X --- You are not on the rally route; go back.
 - O --- Ignore this sign, landmark, **opportunity**, or apparent situation. For example: if on a sign, ignore the sign; if on a road, ignore the road or **opportunity**.

ARROW --- Go in the direction indicated. Do not execute a route instruction or count any apparent **opportunities** at this point unless a route instruction is also specified.

INSTRUCTION NUMBER OR NOTE IDENTIFICATION --- Marks the location of a sign used in the rally instructions that is found to be missing on the day of the rally.

SPECIAL INSTRUCTION: Treat the instructions posted on the sign as a Special Instruction given by control personnel.

EMERGENCY CONDITIONS: If you encounter an upside-down checkpoint sign (), pull past the sign and stop. A rally official will tell you what to do next.

D. CONTROLS

- 1. APPROACHING CONTROLS: Approach controls in a safe manner. Creeping at less than 50% of rally speed, uninstructed stopping or U-turns, or blocking another car from the timing line may incur a penalty. Entering the control in an unsafe manner will incur a penalty. Entering a control from the wrong direction will not incur a penalty, but you must enter from the correct direction to be timed.
- 2. TYPES OF CONTROLS: Two types of controls may be encountered: Open and Do-It-Yourself control (DIYC).
 - **a.** OPEN: An open **control** marks the end of one leg and the beginning of the next. Open **controls** will be located on the right hand side of the rally route.

OPEN **controls** are marked on the timing line by a checkpoint sign (). An audible signal will be given as you are timed in. Pull ahead past the timing line and park as far off the road as possible. Maintain your arrival order (to assist the **control** workers in matching arrival times to car numbers). Stay in your car. A runner will collect your scorecard and return it with your arrival time for this leg and your departure time for the next leg plus other pertinent information. After you have received your scorecard, proceed to the out marker and begin the next leg at your assigned departure time.

The distance between the timing line and the out marker is **dead mileage** and is not included in the official mileage for a leg. Signs and landmarks pertinent to the rally will not be located between the timing line and the out marker. They may be located even with the timing line or the out marker.

It is the rallyist's responsibility to verify recorded arrival time. Discrepancies smaller than three seconds will not be adjusted. Bring discrepancies to the attention of the **control** captain immediately. If the difference cannot be settled promptly, request that the captain record the facts available and assign you a new departure time.

- b. Do-It-Yourself-Control (DIYC): A DIYC may be staffed or unstaffed. This point marks the end of one leg and the beginning of the next. Record what you believe to be your correct arrival time in the "IN TIME" space on your scorecard or timing slip. (This does not have to be your actual arrival time.) Record a departure time (to begin the next leg) of your arrival time plus exactly 2 minutes in the "OUT TIME" space for the next leg. If it is a staffed DIYC, hand your scorecard or timing slip to the rally official after you have filled it out. The locations of DIYCs will be clearly stated in the route instructions.
- **3. TIME ALLOWANCE**: A time allowance is intended to prevent rallyists from being penalized unfairly by events beyond their control and to discourage speeding to make up for delays along the route. When claiming a time allowance, the rallyists must treat the delay as a **pause** at the point of delay and then continue along the route at the assigned speed.

To request a time allowance, the rallyists must present a written request for an additional whole number of minutes plus 30 seconds to the captain of the next open **control** before receiving a critique. If two rallyists confirm that they were given the same departure time at an open **control**, the trailing car should request a delay of 30 seconds only. To avoid unsafe conditions at or near the timing line of an open **control**, rallyists may request a time allowance for the exact amount of the delay if they are blocked from the timing line.

In the interest of fair treatment to all rallyists, the scoring committee will include a time allowance in the calculations even if it worsens the resultant score.

4. MISSED CONTROLS: Once rallyists are timed into a **control**, they will be scored as missing any lower numbered **controls** that they have not previously entered. Their error at this **control** is the difference between their elapsed time (from their last assigned departure time) and the sum of the perfect times for the missed **controls** and this **control**. Should rallyists enter the same numbered **control** more than once, they will not be allowed a new departure time, and their first arrival time will be used to score that leg.

E. SCORING

- 1. The lowest score wins. In the event of a tie, the competitors winning the most legs will be awarded the better place. If the rallyists are still tied, their scores will be compared in reverse order of **controls** with the first low score winning.
- 2. Scoring will be done by the committee. Save the scorecard(s) or timing slips you receive at the open **controls** and turn them in as directed. Timing logs stating the perfect times and mileages will be available.
- 3. Penalties on individual legs of a rally cannot be adjusted or affected by performance on subsequent legs. Penalties are as follows:
- a. Timing:

1. Each second early or late at a **control** (300 maximum/**control**)

1 point

2. Missing a DIYC, or missing or failing to stop at an open control

300 points

- b. Creeping (traveling at less than 50% of **CAST**), uninstructed stop or **U-Turn** in sight of **control**, 50 points or blocking the timing line. Failure to accelerate into the **control** when flagged or waved in by a rally official will result in assessment of this penalty in addition to timing penalties.
- c. Conduct: Conduct penalties may be assessed at a control, in addition to timing and creeping penalties.

1. Interfering with a control worker

300 points

2. Unsafe entry into **control** (noted on scorecard) (1 time only - 2nd time disqualified)

300 points

4. Disqualification: Any rallyist who, in the opinion of the rallymaster, is guilty of unsportsmanlike conduct (which includes but is not limited to willful misrepresentation of class), endangering rally workers, third parties or other rallyists, a moving traffic violation or at fault in an accident, or consumption of alcoholic beverages or other disorienting drugs before or during the rally, may be disqualified.

To avoid disqualification, two way radios, cell phones, smart phones, tablets, etc. as well as all GPS devices will be allowed only for emergency purposes.

F. GLOSSARY

In the route instructions and in these General Instructions and Supplement, the following landmarks and terms are restricted to the definitions given. Definitions preceded by a * are landmarks; all others are terms.

AFTER: indicates that action is to be taken at the first opportunity beyond the referenced sign or landmark.

*AFTER PREVIOUS INSTRUCTION: A specified time or distance after completion of the previous Numbered Instruction.

AT: indicates that action is to be taken on a line with, or as near as possible to the referenced sign or landmark. The **opportunity** must be clearly visible from the sign or landmark.

BEFORE: indicates that action is to be taken at the last **opportunity** prior to reaching the referenced sign or landmark. The sign or landmark must be clearly visible from the **opportunity**.

*BEGINNING OF PAVEMENT: a point on the rally route where the road surface changes from unpaved (dirt, gravel, etc.) to paved (blacktop, concrete, etc.) A paved bridge on an unpaved road is not the beginning of pavement, nor is crossing a paved road.

CAST: Commence, Continue or Change Average Speed To.....MPH.

*CONTROL: Open or DIYC, as defined in D.2.

*CURVE WARNING ARROW: an official highway sign containing a curve or turn warning arrow, black on yellow only, which governs rally traffic. Double headed arrows and chevrons are not curve warning arrows. The following are examples of curve warning arrows:



DEAD MILEAGE: distance along the rally route not used in calculating times or distances.

*DIYC: Do-It-Yourself-Control. See Section D.2.b.

*END OF PAVEMENT: a point on the rally route where the road surface changes from paved (blacktop, concrete, etc.) to unpaved (dirt, gravel, etc.). Short stretches of disrepair are not considered end of pavement, nor is crossing an unpaved road.

*FREE ZONE: a clearly defined section of the rally route differing only in that it is free of timing **controls**. No penalties will be assessed for stopping within a **free zone**, even if a **control** is in sight.

*INTERSECTION: a meeting of public roads from which the rally vehicle could proceed in more than one direction without making a **U-turn**. **Intersections** involving divided highways and sets of entrance/exit ramps to a limited access highway are considered to be one, no matter how many lane crossings exist.

LEFT (**RIGHT**): a Course Directing Action to leave the Main Road in the direction indicated. Do not assume a 90 degree **left** (**right**). When it is desired to describe a **left** (**right**) more specifically, the terms bear **left** (**right**) or acute **left** (**right**) may be used. Bear **left** (**right**) always refers to a **left** (**right**) substantially less than 90 degrees and acute **left** (**right**) always refers to a **left** (**right**) cannot be executed if the instruction **straight** would take you the same way.

LEG: the part of a rally route extending from the out marker of one timing **control** to the timing line of the next, or from an assigned starting location to the timing line of the next timing **control**.

MILE: as defined by the **odometer check** of the rally route.

MPH: miles per hour.

*ODOMETER CHECK: a section of the rally of specified distance and time used to calibrate your odometer and which is free of timing controls.

*OPPORTUNITY: a point where a specified action of the instruction could be executed.

PAUSE: to delay at a named point or during passage of a specified distance. Pause time is added to the time required to traverse the distance at the assigned speeds. If a **pause** is in effect over a specified distance, that distance will be free of timing **controls**. **Pauses** will not be accumulated and/or executed during the **odometer check** or within **transit zones**.

*PAVED: a road having a hard surface such as blacktop, concrete, brick, etc.

*RAILROAD CROSSING: A point where the rally route crosses one or more sets of railroad tracks, at the same grade as the rally route. A railroad crossing may or may not be identified by a sign. Multiple sets of tracks at the same crossing count as only one railroad crossing.

REDUNDANT (or **MAY BE REDUNDANT**): the instruction must be executed even though it may direct you the same way as the Main Road. This is intended to help you stay on course through a potentially confusing **intersection**. **Redundant** and **may be redundant** will not be used as the basis of a trap.

*ROUNDABOUT: a traffic circle, where approaching cars enter the circle and circulate counter clockwise while in the circle, exiting to the right when leaving the circle. The route instruction will clearly state where to exit the **roundabout**. **Roundabouts** will not be used as the basis of a trap.

*RXR: an official regulatory sign advising of an approaching railroad crossing that crosses the rally route. These are black on yellow advisory signs. They have two "R"s separated by a large "X".

SA: (Sign Anywhere): An abbreviation used to indicate that the Note or Numbered Instruction refers to a sign that may be overhead or on either side of the rally route.

SOL: (Sign On Left): An abbreviation used to indicate that the Note or Numbered Instruction refers to a sign that is on the left hand side of the rally route.

*SPEED LIMIT: an official regulatory sign limiting the speed to the stated maximum, e.g. SPEED LIMIT 40, and which governs rally traffic. The black on yellow curve speed advisory signs are not **speed limits**.

*STOP SIGN: an official octagonal sign governing rally traffic. If multiple stop signs apply at the same point, count only one stop sign.

STRAIGHT: a Course Directing Action to leave the Main Road on an opportunity requiring little or no change in direction.

*T: an intersection having the shape of the letter T approached from the base. Do not assume a 90 degree T.

*TRAFFIC LIGHT: a signal consisting of red, yellow, and green lights, operating or not, which is intended to govern rally traffic. If multiple traffic lights apply at the same point, count only one traffic light.

*TRANSIT ZONE: a clearly defined section of the rally route having no assigned speed and no timing controls, but having a specified time allowed for passage or a restart time from the end of the transit zone.

TURN: a Course Directing Action to leave the Main Road at an **intersection** on a unique road. A **turn** cannot be executed if the instruction **straight** would take you in the same direction.

*TURN POCKET: a shortcut at an intersection specifically for making right turns. When executing a **right** at an **intersection** with a **turn pocket**, take the shortest possible route unless otherwise directed. **Traffic lights**, **stop signs**, and **yields** at the **intersection** are to be counted as governing rally traffic using the **turn pocket**.

*UNPAVED: a road having a non-hard surface such as dirt, gravel, etc.

U-TURN: a Course Directing Action to change direction 180 degrees at the specified sign, landmark, or **control**. The distance required to make the **U-turn** is **dead mileage**, so turn around where it is safe to do so. Resume the rally directly across from the specified sign, landmark, or **control**.

*Y: an **intersection** having the shape of the letter Y as approached from the base, requiring a **left** or **right** both substantially less than 90 degrees.

*YIELD: an official sign in the shape of a triangle or trapezoid, which governs rally traffic. If multiple yield signs apply at the same point, count only one yield.

G. CLAIMS

A rallyist may claim a perceived error that unfairly results in a penalty, by submitting a written claim form within one hour of his/her arrival at the final **control**. The matter in dispute must be described in detail, clearly showing how it was the direct cause of a penalty to the claimant. The claimant may request an oral supplement to the claim by notifying the claims committee of intent to do so via the written claim form. If an oral supplement is requested it must be allowed.

The claims committee may allow or deny a claim. If the claim is allowed, the committee may take one of the following actions:

- 1) Adjust the leg score (not the leg time) for the contestant only. This includes allowing a time allowance (if filed with the claim) with no penalty. This may include averaging all of the claimant's non-max leg scores.
- 2) Adjust the official leg time for all contestants.
- 3) Discard the leg.

The Claims Committee will be appointed by the rallymaster. All decisions of the Claims Committee are final.