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| KNSW Logo - small.jpg | **Stewards Report** |

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| **EVENT NAME** |  | **PERMIT #** |  |
| **CLUB / ORGANISER** |  | **DATE/S** |  |
| **TRACK** |  | **ENTRIES #** |  |

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| **OFFICIALS** |
| Chief Steward |  | Clerk of Course |  |
| Stewards |  |
| Assistant Clerk/s of Course |  |
| Starter |  | Grid Marshall |  |
| Chief Scrutineer |  | Scales Marshall |  |
| Chief Timing Officer |  |  |  |

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| **Documents Attached** | **Number of** | **Comments** |
| Event Bulletin Form |  |  |
| Sign on Indemnity Form |  |  |
| Pre Event Checklist and Track Log |  |  |
| Infringement Protest Forms |  |  |
| Judge of Fact Penalty Forms |  |  |
| Incident Report |  |  |
| Injured Driver Clearance Form |  |  |
| Notice of Appeal Form |  |  |
| Official Receipt Form |  |  |
| Provisional Results |  |  |
| Hazard Report Form |  |  |
| Technical Complaint Form |  |  |
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| **COMMENCEMENT OF EVENT – DAY ONE** |
| **Track Approved for the Event as per Pre-Event Checklist and Track Log** | **Yes / No** |
| **Ambulance / First Aid in Attendance** (Must be briefed by the Clerk of Course) | **Yes / No** |
| **Approval to Commence**(The Chief Steward will grant approval to the Clerk of Course when all Officials are at their posts) | **Yes / No** |

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| **MEETING REPORT (Please enter details as per examples below, plus other relevant information)** |
| **Start Time:****Weather Conditions:****Practice Start Time:****Qualifying Start Time:****Heat 1 Start Time:****Heat 2 Start Time:****Lunch Break Time:****Finals Start Time:****Meeting Completion Time:****Any Red or Black Flags issued:****Please provide any information on issues with:****Class Kart Parity:****System Timing or MyKarting Portal:** |
| **Clerk of Course Signature** |  | **Chief Steward Signature** |  |
| **Date** |  |
| **COMMENCEMENT OF EVENT – DAY TWO** |
| **Track Approved for the Event as per Pre-Event Checklist and Track Log** | **Yes / No** |
| **Ambulance / First Aid in Attendance** (Must be briefed by the Clerk of Course) | **Yes / No** |
| **Approval to Commence**(The Chief Steward will grant approval to the Clerk of Course when all Officials are at their posts) | **Yes / No** |

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| **MEETING REPORT (Please enter details as per examples below, plus other relevant information)** |
| **Start Time:****Weather Conditions:****Practice Start Time:****Qualifying Start Time:****Heat 1 Start Time:****Heat 2 Start Time:****Lunch Break Time:****Finals Start Time:****Meeting Completion Time:****Any Red or Black Flags issued:****Please provide any information on issues with:****Class Kart Parity:****System Timing or MyKarting Portal:** |
| **Clerk of Course Signature** |  | **Chief Steward Signature** |  |
| **Date** |  |
| **PENALTIES (Inf = Infringement, Pro = Protest, JOFP = Judge of Fact Penalty, Tech = Tech Complaint)** |
| **Penalty Type / Number** | **Driver Name** | **Licence #** | **Rule Number** | **Penalty Applied** | **Appeal Y/N** |
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| **WRITTEN WARNINGS** |
| **Driver Name** | **Licence #** | **Rule Number** | **Written Warning** |
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| **DRIVER ENDORSEMENTS** |
| **Driver Name** | **Licence #** | **Endorsement Type** | **Granted (Y/N)** | **Other Information** |
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**Released: Feb 2019**