



COMPETITOR AND CATEGORY STRUCTURES AND VENUE ACCESS HANDBOOK

This Handbook is to be used as a guide for all competitors, teams and Category Managers across all 2024/25 NextGen Championship Rounds.

The information covers:

1. Venue Access Times
2. Engine Warm-ups
3. Commercial Marquees
4. Commercial Generator Power and sponsored generators
5. Coregas and BOC Gas
6. Pack in
7. After Hours access
8. Trailer Parking and Support vehicles
9. Competitor Motorhomes
10. Pack out
11. Trailer / Transporter Storage – South Island Rounds

Any queries can be directed to:

| | | | |
|----------------------------|---------------|-------------|--|
| NextGen Operations Manager | Paul Fallon | 021 851711 | operations@nextgennz.co.nz |
| NextGen Sporting Manager | Gary Lathrope | 027 4522991 | sporting@nextgennz.co.nz |



1. VENUE ACCESS TIMES

For all NextGen Championship rounds, **gate opening times** of event week will be as follows;

| | 7:00am | 8:00am | 12:00pm |
|------------------|--|---|-----------|
| Tuesday | Suppliers Only | | |
| Wednesday | Suppliers Only | CTFROC Teams Transporters Trailers over 10m | |
| Thursday | Suppliers CTFROC Teams Transporters Trailers over 10m | | All Teams |
| Friday | All Teams | | |
| Saturday | All Teams | | |
| Sunday | All Teams | | |

For all NextGen Championship rounds, **gate closing times** of event week will be as follows.

| | 6:00pm | 7:00pm | After 7:00pm prior approval from NextGen required (see Item 7) |
|------------------|--------------------|--------|---|
| Wednesday | | | |
| Thursday | | | |
| Friday | One-Way – Out Only | | |
| Saturday | One-Way – Out Only | | |

2. ENGINE WARM-UPS

For all NextGen Championship rounds across all venues, ***no engine warm-ups prior to 8:30am.*** For clarity, you may start a race car to get it off the trailer, but absolutely no warm-ups or revving.

3. COMMERCIAL MARQUEES

All use of commercial marquees must be approved by NextGen.

All and any commercial marquees must be approved by Category Manager's

Single bay structures will not be permitted, any commercial marquees must be multiple for all or majority of your Race Category.

4m x 6m Bays

All 4m x 6m commercial marquees will be coordinated by NextGen and available for your Category to hire at \$1,000 including GST per bay. The placement, build and dismantle of these structures, including the coordination of weights, will be managed by NextGen.

These 4m x 6m bays are brand new for this season. There is a recommended provision for use of name boards, please contact operations@nextgennz.co.nz for more information on this.

Important to note: NextGen will be charging for any damage to the marquee's supplied by NextGen, this includes but is not limited to marquee walls and poles.

A couple of things to note that may help lessen the damage to marquee walls:

- Please refrain from attaching adhesives to the marquee wall (sticking race schedules to the marquee walls can often cause an adhesive mark on the wall)
- Exhaust marks on the marquee wall (car start-up is too close to the marquee wall).

Other Marquee Sizes

Categories may seek quotes from other commercial providers for 3m or 5m bays. If you wish to proceed with another provider, this must be approved by NextGen by contacting Paul Fallon at operations@nextgennz.co.nz

Third-party providers will be supplied with a paddock plan and a build & dismantle window that must be adhered to.

Third-party providers must supply their own concrete weights (Circuit-owned weights are not available for third-party providers) and must be of a suitable weight to meet wind-load requirements.

Please note: 120kg weights are not suitable, when used in the past, event organisers and venues spent many hours re-securing marquees from wind movement.

Bay Allocation

Category Managers must provide NextGen personnel with a confirmed bay allocation list (garage list) for each competitor.

The bay allocation list must be provided by 5pm on the Monday of each event week.

Please send your list to Paul Fallon operations@nextgennz.co.nz and Gary Lathrope sporting@nextgennz.co.nz

4. COMMERCIAL GENERATOR POWER

All commercial generator power must be coordinated through NextGen. An estimate will be provided, and costs on-charged post-event.

An estimate only will be provided as costs with generators always vary depending on;

- how many distribution boxes are needed
- whether distribution boxes are shared with back-to-back marquee rows
- how many meters of distribution cable is required depending on placement of generators
- how much fuel is required across the weekend depending on start-ups and shut-downs

If generators are required to stay running overnight at the request of competitors, this must be approved by Category Managers and communicated with NextGen Operations Manager Paul Fallon, otherwise the units will be shut down in the evenings. Any requirement for overnight use will occur an additional fuel usage charge for that category.

Sponsored Generators

If your Category has a sponsorship arrangement with a generator provider, this must be approved by NextGen.

Sponsored generators must;

1. Have sufficient distribution cables and boxes to cater for every competitor in the sponsored supplier allocation
2. Have a person allocated to manage set-up, operation during the event and pack-out. This includes start-up, shutdown and refuelling each event day. NextGen personnel can manage this, however a charge will be applicable
3. If the sponsored generators require a forklift for transportation, this needs to be coordinated with NextGen, and a cost will be applicable
4. Provide NextGen with an appropriate Safety Plan and have appropriately certified equipment

5. COREGAS / BOC GAS

Competitors and Teams that have ordered Nitrogen Gas from Core Gas or BOC Gas need to notify their Category Manager in advance of delivery. It is common for these orders to arrive on a Tuesday, or a Wednesday and the organising team have no idea where to distribute the orders to. Category Managers must provide NextGen with a marquee bay list or a garage list of competitors who have ordered Nitrogen Gas so we can have it placed ready for your arrival. Due to the infrastructure build, fencing establishment and container placements of NextGen rounds, the venues are considered as work sites pre-event. All competitors and teams must adhere to the following pack-in schedule and instructions.

6. PACK IN

Category Managers / Coordinators

All *Category Managers / Coordinators are to be onsite by 12:00pm Thursday* of event week to assist with your competitor arrivals and site placement. If you cannot be onsite on Thursday afternoon, please advise Paul Fallon operations@nextgennez.co.nz or Gary Lathrope sporting@nextgennz.co.nz

If your category is in commercial marquees or pit garages, a bay allocation or garage allocation list must be provided to NextGen by 5:00pm Monday of event week.

Important to note: if NextGen operations team do not have a bay or garage/marquee allocation list to work from, then due to the extra work that this causes our team there will be an additional charge of \$80 including GST per hour.

Castrol Toyota Formula Regional Oceania Championship (CTROC)

CTFROC teams may only commence container unload and pit area set-up from 8:00am Wednesday of event week (applicable for all CTFROC Rounds except Taupo Historic GP).

Transporters and Covered Race Car Trailers over 10m in length

Transporters and covered race car trailers over 10m in length, may be parked in position between 8:00am Wednesday and 12:00pm Thursday of event week.

Transporters and covered race car trailers over 10m in length *must* be in position by 12:00pm Thursday. If you arrive outside of the above times, you may be held back from parking in position until after 6:00pm on Friday.

All Transporters and covered race car trailers over 10m in length will attract a weekend site fee of \$250 including GST. This will be charged to your Category and on-charged by them to you.

Mobile Driver's Lounge

Motorhomes used as driver's lounge may be approved by NextGen for placement within the paddock area, dependent on available space. Such units are not to be used for overnight stays and will incur a charge of \$250 including GST for the weekend.

Approval must be gained from Paul Fallon operations@nextgennz.co.nz or Gary Lathrope sporting@nextgennz.co.nz

Thursday Pack In

Competitors and teams without Transporters, and with race car trailers less than 10m in length, may pack in from 12:00pm Thursday of event week. Please adhere to this time as gates will be kept closed prior to midday to allow completion of marquee and infrastructure build.

On Thursday no competitors or teams will be permitted access for pack in after 6:30pm to allow for the 7:00pm gate closure.

Friday Pack In

Competitors and teams wishing to pack in on Friday of event week may arrive ***between 7:00am and the track going live*** (please refer to Race Schedule). ***Any team arriving for pack in after the track has gone live may be held back until the scheduled lunch break.*** This is to allow those participating in Practice to not be disrupted by unnecessary vehicle and trailer movement in the pit paddock.

On Friday no competitors or teams will be permitted access for pack in after 6:30pm to allow for the 7:00pm gate closure.

Please note, Friday practice is available to ALL competitors entered in the NextGen Championship rounds and is inclusive in the Grid Fee.

7. AFTER HOURS ACCESS

We understand that at times it is necessary to repair or rebuild cars late into the evening and we want to ensure you have the best opportunity available to keep you in the event.

Access to the venue after 7:00pm on Friday and Saturday evenings is available by approval from the NextGen Operations Manager or the NextGen Sporting Manager, in consultation with the venue and comes with specific requirements as outlined below.

1. After Hours Access will only be approved on a Friday and/or Saturday evening. Please don't arrive at the track on Thursday and start rebuilding your car.
2. No in-and-out access. You're either in, or you have left for the evening. Please make sure you have food available for your team prior to 7:00pm and you have all the parts, tools and equipment needed to complete your repair.
3. Absolutely no drinking. Those staying back are working on the car, drinking alcohol will not be tolerated and anyone doing so will be asked to leave.
4. Only those working on the car or directly related to overseeing the repair are to stay after 7:00pm. No moral-support people to be onsite.
5. Having a Motorhome or accommodation onsite does not give automatic approval to work on your car beyond 7:00pm – prior approval must be gained.

8. TRAILER PARKING & SUPPORT VEHICLES

An uncongested and safe paddock area is a priority at NextGen Championship Rounds. The podium, merchandising stands, supplier and sponsor displays and food village all form part of the paddock area. Therefore, there is a lot of equipment to fit into reasonably small venue spaces.

Below are the requirements of trailers and support vehicles parking in the paddock area;

- Open / non-covered trailers must be parked in the allocated trailer park
- Covered trailers with an Ezy-Up attached to the side may be parked in the paddock area, however if this is your set up, your support vehicle must be parked in the allocated support vehicle parking space

- If you do not have a covered trailer, one support vehicle per competition car may be parked in the Pit Paddock, with an Ezy-Up. If this is your set up, your trailer must be parked in the allocated trailer park

9. COMPETITOR MOTORHOMES

Every venue has differing policies on Motorhomes inside the venue. It is important to note however, that every venue agrees that if there are motorhomes onsite, there must be overnight security – this comes at a significant cost to the promoter.

These are the NextGen Championship requirements for Competitor Motorhomes staying onsite.

Taupo (Round 1 & Round 2)

Only Competitor Motorhomes may be parked on the grass at the back of the Paddock Hard Stand. Parking space must be booked and paid directly with the venue by contacting functions@taupomp.co.nz

All other motorhomes must be parked at the NZMCA Parking Area on Centennial Drive.

Hampton Downs (Round 3 & Round 7)

Only Competitor Motorhomes may be parked in the Pit Paddock area in a location agreed with the NextGen Operations Manager Paul Fallon. Booking this space can be made directly with Paul at operations@nextgennz.co.nz

All other Motorhomes must be parked in the designated Motorhome parking area in Gate 3 and can be booked directly with Hampton Downs by contacting admin@hamptondowns.com

Manfeild (Round 4)

Only Competitor Motorhomes may be parked in the Pit Paddock area in a location agreed with the NextGen Operations Manager Paul Fallon. Booking this space can be made directly with Paul at operations@nextgennz.co.nz

All other Motorhomes must be parked on Brendan Hartley Drive powered site locations and booked directly with Manfeild by contacting rachel@manfeild.co.nz

Teretonga (Round 5)

Only Competitor Motorhomes may be parked in the designated infield Motorhome Parking area. Note, this is NOT in the Pit Paddock, but immediately outside the Pit Paddock on the southern side, but still on the infield. Booking this space can be made directly with Paul at operations@nextgennz.co.nz

All other Motorhomes must be parked on the outfield and will require the purchase of a Motorhome Parking Pass.

Highlands – 69th New Zealand Grand Prix (Round 6)

No Motorhomes are permitted in the Pit Paddock area.

All Motorhomes must be parked in the designated Motorhome Parking area overlooking the 'Bus Stop' and can be booked directly with functions@highlands.co.nz

10. PACK OUT

All teams are required to be packed out and off-site by gate closing time on Sunday (this time will vary per round). If any race cars, trailers, transporters or equipment needs to be left onsite overnight on Sunday, this must be approved by NextGen Operations Manager Paul Fallon in consultation with the venue. You can contact Paul directly for approval at operations@nextgennz.co.nz

11. TRAILER / TRANSPORTER STORAGE – SOUTH ISLAND ROUNDS

Provision has been made for competitors to leave trailers or transporters onsite at Highlands Motorsport Park from Monday 3 February following the Teretonga Round. This is a designated area behind a locked gate. Please contact Paul Fallon operations@nextgennz.co.nz if you wish to utilise this offer.