

Terlaemen CUPS 2023

Circuit Zolder

Team Info V2023 03 14

Access hours paddock for vehicles with pass

Friday	March 31nd	16:00 – 22:00
Saturday	April 1st	07:00 – 20:00
Sunday	April 2st	08:00 – 18:00

Useful contacts

-Before the meeting, from 08:45 on (until Saturday April 1st)
and on Saturday April 1st, from 18:00 on
Patrick Van Billoen + 32 475 82 30 20
-During the meeting
Anick Servais +32 495 200 447

Pass certificates for Teams and Service

Passes for 2CV-C1 [[Click](#)]
Passes for Lotus Cup Europe [[Click](#)]
Passes for 100 Series [[Click](#)]

These 'pass certificates' need to be filled out completely (license plate, phone number of the driver, number of the race car concerned). This will be checked at the entrance when entering the racetrack.

The competition cars need to be unloaded and the trailers must be parked in paddock n°5. Racecars can only be in the garages within the hours stipulated in the garages' timetable. Outside of this provided time window, the competition cars and their service vehicles need to stay inside of the series' paddock.

PRIVATE CARS OR TRAILERS ARE NOT PERMITTED BEHIND THE GARAGES AND CANNOT BE STATIONED THERE

The paddocks n°0, n°4 and n°5 (see [this](#) map) can be used to park private cars belonging to competitors and service crew. They need to have the pass certificates (completely filled out), placed visibly in the car and this for the duration of their stay in the paddock. Parking lot n°3 is reserved for members of the organisation.

We strongly advise for your guests to use the **Parking Green** or **Parking Team** situated outside the track enclosure, and to access the track via the pedestrians bridge (see 4 on the map). Parking Green is closer on foot than P0... Be aware that the team is solely responsible for the vehicles that are located inside the track enclosure.

Garages and keys

You must reserve your garage spot with the promoter of your series.

-C1 & 2CV

(Paddock = P0, if not in possession of a garage)

Participants will have their garages allocated and will receive their keys before 18:00 on Friday, in the Key Office of the track, on payment of a 100 euro deposit and their personal contact data. On Saturday, keys can be received on payment of that same deposit at the administration desk (secretariat) of the series. Some garages will be accessible from 18:00 on Friday 31st, others only will be from 19:00 on Saturday, April 1st.

Garages need to be freed up on April 2nd at 19:00. The keys need to be handed back (at the same location where they were received) before 20:00.



-100 Series

(Paddock = P0, if not in possession of a garage)

Participants that did request a garage spot, will receive their key at the BGDC administration desk (secretariat) on Friday March 31st from 18:00, after paying the deposit of 100 euro for the key and the settlement of the rent for the garage (fixed at 100€ per car, based on a number of 2 cars per garage). The keys need to be returned to the BGDC administration desk (secretariat) before 19:00 on Saturday, April 1st.

Garages will be accessible starting from 16:00 on Friday 31st for all cars that already passed administration (and that requested a garage, of course). Keys will be available for collection between 16:00 and 18:00 at the Key Collection office at Circuit Zolder. From 18:00 they will be available for collection at the BGDC for all those that still need to pass administration as well as for anyone else, because the Key Collection will be closed at 18:00.

General garages allocation map (subject to change): [[Click](#)]

Rent for the garage spot always needs to be paid to the promoter of the series.

For the 100Series the garagebox rent needs to be paid to BGDC. The price is set at 100 € (VAT not included) and based on an occupation of 2 cars per garage. So one garage = 200€ (except for boxes 33 & 34, they are 300 €). The number of garages is limited. It is highly recommended to reserve in advance and to settle the payment by bank account. When making the payment by bank account, the actual payment is considered to be the receipt. The 100Series need to vacate the garages **before 19:00 on Saturday**, because from that moment on, the garages will be rented out to other series.

For C1-2CV rent needs to be paid to the series promoter. A 100 euro deposit is needed only for the keys. Cars from C1/2CV need to vacate the garages and the rear of the garages by **19:30** on Sunday at the latest! The allocation plan for the garages will be drafted by the series promoter.

Lotus Cup Europe. rent needs to be paid to the series promoter. A 100 euro deposit is only needed for the keys.

We like to remind all participants that use a garage, that they (and they alone!) are fully responsible for any damage that is inflicted in these garages. It is up to the participants

who use a garage, to signal in written (!) possible damage when first entering the garage. Keys (if needed) will be available within the opening hours of the BGDC administration desk (secretariat).

Paying Practice (free practice) 09:05 -> 09 :30

07:30-08:45 administration for this (optional) free practice session

Race Control – at the desk: 100,00 €

Paying Practice Forms

It is necessary to fill out this form before presenting yourself to the Free Practice administration. Those who want a receipt need to fill it out in duplicate. One document will be signed as a receipt for the sum. Free Practice is an integral part of the meeting's official timetable.

MS-Word : [[Click](#)] Adobe PDF : [[Click](#)]

Those who want to pay on the spot, please note that this can only be done in cash. In that case, please provide the correct amount. Preferably, use e-mail to register your entry and pay in advance using a bank account. There is no cash terminal (ATM) nor electronic payment.

TIMING (subject to changes) : [[Click](#)]

Administrative check:

see timing



For the 100 Series
Location: Race Control.

The entry form needs to be filled out before every race in order to give us the essential information we need to correctly draft the lists we use during the course of the sporting event. One team member will be responsible to provide us with the exact and definitive occupants of the car. He will need to check the applicable lists (entry list, those permitted to the training, to the race), the correct spelling of the drivers' names, the class of the car... These tasks are not exhaustive. The drivers need to present their licenses to us.

For 2CV & C1
Location: BRIEFING ROOM

For the Lotus Cup Europe:
in the Lotus garages, except for possible transponders needed. Those are distributed at Race Control

-Important notes

Each participant needs to be signed up in his series.

For the 100Series this mandatory form can be found here: [[Click](#)]

A WhatsApp number was activated for the 100Series: +32468523352

This allows to gain access to general information during the meeting, keeping in mind that it will not replace the usual sporting-regulatory communication channels, It is made available to optimise communication channels and information (e.g.: a copy of race results, info from the race director or administration...)

Belgian national events need every driver, holder of a non-Belgian license, to provide a written permission of his national sport authority (ASN), e.g. RAC, or the local representatives of this authority (e.g. ASA for French licenses), in order to participate in a Belgian national event. Certain ASN print a permanently written permission on their licenses (also on the national licenses) as a standard procedure, thus rendering this step superfluous.

De meeting is called "Terlaemen Cups", the approved specific regulations can be found here: [[Click](#)].

Technical checks:

see timing

these checks will be done in the garages or in the garage boxes n°1 and n°2 (for those that not yet have access to their garages at the moment of the technical checks).

We remind participants to the 100 Series that the mandatory decals and stickers need to be applied before presenting the car at the technical checks. How to apply these can be found in this plan, here: [[Click](#)].

Driver Equipment check

For all series that run in compliance with the Belgian National Sporting Regulations a declaration of the driver equipment is needed. This declaration form needs to be filled out completely (if you have not done so in 2021, 2022 or 2023, or if part of the equipment was changed or transferred). The form needs to be passed, via e-mail, to the promoter of the series.

Form (MS-Word) download here: [[Click](#)]

For BGDC please use the e-mailaddress Driver@Bgdc.be

For 2CV-C1 please use the e-mailaddress info@2cvracingteams.be

Starting January 1st 2023 overalls need to feature a FIA hologram.

Timekeeping: www.raceresults.nu

Car Transponder

Timekeeping will be done by TimeService.NL by means of transponders (AMB). Your AMB transponder can be validly used, whether it is a simple transponder or an AMB including Driver ID. It is important to declare as soon as possible the number of your transponder and take into account the sequence of drivers for the car, noted in your entry form, if you use a transponder that includes Driver ID AMB. If you do not own one, a simple AMB transponder can be rented through BGDC for 30 euro. A valid proof of identity and a valid phonenumber of the person that comes to collect the transponder is needed.

Driver ID via software

The name of the drivers at the wheel will be displayed on-screen. To adjust the name of te driver a new procedure has been introduced, using a web based application that can be used via internet. Every team will gain access to it by password, needed to log in. It then is the responsibility of each team to provide the correct (current) driver name using this application (or correct if wrong). No cost will be implied when using this application. A short explanation on how to use this app can be found here: [\[Click\]](#)

General Briefing:

See general timing – Location: briefing room (purple staircase)

Briefing Notes

(subject to change – check if no updates have been made)

Briefing Notes BGDC [Click](#)
Briefing Notes 2CV C1 [Click](#)
Briefing Notes LCE [Click](#)

REMINDER: Sporting regulations – exemption

Any person that is unable to participate at the briefing, qualifying session or that wishes to apply for an exemption to a technical rule, will need to fill out PERSONALLY and IN ADVANCE a written request for exemption (even handwritten), that has to be submitted to sport@bgdc.be so this can be examined by the Sporting authorities or the person(s) responsible for participant interaction on the spot (race director of the meeting).

An example of such an exemption could be a driver that needs to run a qualifying session while at the same time needing to be present in a briefing for another event.

Exemption request form: [\[Word\]](#) [\[Pdf\]](#)

Free Practice:

See general timing

Please read the Briefing Notes. Thanks!

For cars that not in a pitlane garage:

>access to the track via the barrier at the Pit Lane

>access back to the paddock following the passway "OUT"
(at the end of the pitlane)

Fuel:

A fuel service station is located within the circuit enclosure, delivering SP98 and Diesel. Payment by credit card

Transporting fuel outside the circuit enclosure is strictly forbidden

Showers-Water-Electricity-Lighting

The paddocks are lit, water and electricity is available.
Sanitation can be found in paddock n°4 and n°2.

Please keep in mind:

- No cars are allowed in the race paddock zone (behind the garages)
- Selling drinks/food inside the enclosure of Circuit Zolder is forbidden.
Catering and sale of drinks are an exclusively right granted to subcontractors permitted by Circuit Zolder.

Motor Silence

There is an absolute motor silence in effect
before 09:00 and after 18:00 on Saturday April 1st
before 10:00 and after 18:00 on Sunday April 2nd

(sanctions: 500€ per identified infringement – seizure of the vehicle if on track)

Damage to the infrastructure

Any case of damage inflicted to the infrastructure will be billed to the person that caused this damage. (e.g. : a driver at the wheel of a car that struck and damaged the guard rails, no matter what the cause of the incident may be)

Additional 'Pass Certificates' - Accreditation

If approved, a 'PRESS' pass will be sent by our press officer (Vincent Franssen) following an accreditation request [[Click](#)] that needs to be filled out in advance and sent to Circuit@Bgdc.be. Additional information [[Click](#)]

For all other passes please consult the appropriate series promoters.

We wish you a very pleasant race!