**WORLD SAILING STANDARD MATCH RACING NOTICE OF RACE**

**(Based on the Racing Rules of Sailing 2017-2020)**

(Version – January 2017)

INTRODUCTION

The concept of the standard Notice of Race (NoR) and standard Sailing Instructions (SIs) is that all the well-known options have been included to give each event organiser a reasonable degree of freedom. Having selected a particular option, the actual NoR and SIs used will remain 'standard' and therefore will be well tested and easily recognisable by all involved. As many options have been included, the standard may appear to be long. However, when the options that are not required and the comments column are deleted, the length of the SIs for each event is more reasonable. If your event finds that it needs other options, or that an amendment to the standard is required, please send a proposal to the World Sailing for consideration for the next version.

The comments alongside will either give some information or invite a choice. To delete a comment, right-click on it and select ‘Delete comment’. Delete the comments as you work your way through the document.

Text where a choice is needed or information must be inserted is highlighted and/or written in blue. (NOTE that the highlight will only show after you have deleted the comment.) If one or more particular choices are recommended, they will be marked with a single\*. To change back to regular text after all choices have been made and information inserted, simply press 'CTRL + A' on a windows machine and CMD + A on a Mac and then chose automatic colour (or black) for font colour and 'none' for highlight. This will then apply to the whole document.

When subparagraphs are deleted, renumber accordingly. Do not renumber when an entire paragraph is deleted - just insert the word ‘SPARE’. This will ensure that ‘BOATS AND SAILS’, for example, always remains NoR paragraph 8, and will always be easy to find.

Please remember to read these standards in conjunction with Appendix C - Match Racing Rules.

The Standard NoR and SIs should be used together. However, paragraphs from the NoR have been repeated in the SIs so that the SIs are as complete as possible for each event.

As usual, your comments and suggestions for improving this standard are always welcome.

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Getting Started:

To effectively use these standards, you should have (at a minimum), the answers to the following questions:

Registration:

What is the entry fee?

What is the damage deposit?

When and how will the organizing authority return leftover damage deposits?

Are there any eligibility requirements for skippers and/or crew?

What skippers (teams) will be sailing?

Competitor Communication:

Where will signals be displayed ashore?

Where is the official notice board?

When will notices be posted (amount of time prior to a flight starting)?

When and where will there be competitors meetings?

When and where will competitors presence be required.

Competitors:

How many crew will sail each boat?

What is the maximum crew weight limit (if any)?

If there is a weight limit, will there be re-weighing during the event?

Will coach boats be allowed?

Boats:

Will the organizing authority provide boats?

What type of boats will be used?

How will boats be identified?

Will sail combinations be restricted, and how will it be signalled?

Umpires/Jury:

Will an international jury (IJ) be appointed?

Event Format:

What will be the event format (round robin, knockouts, etc.)?

How will boats (if provided) be allocated?

When is racing (race days, start times, etc.)?

Is there a limit for the last attention signal on any day?

Courses:

What course will be used?

What marks will be used (shape/colour)?

Will a limitation mark on the race committee anchor line be used?

Are there any special limitations on the course area (restricted areas, obstruction zones, safe passage areas, etc.)?

On the Water Items:

Will there be media coverage?

How will the competitors signal breakdowns?

What starting sequence will be used?

What mark change procedures will be used?

What gear will the boats be required to carry?

How do you want the competitors to indicate possible damage to the boats?

# EVENT TITLE - YEAR

EVENT DATES

NOTICE OF RACE

**1 ORGANISING AUTHORITY**

The Organising Authority (OA) will the (insert name of the organising authority).

**2** **VENUE**

The venue will be (insert town, country).

**3 EVENT GRADING**

The event has applied for/is a World Sailing Grade WC/1/2/3/4/5.

This grading is subject to review by World Sailing. The event may be re-graded when there is clear reason to do so.

**4 PROVISIONAL PROGRAMME**

4.1 Schedule

(a) Race office open from (insert date and time).

(b) Registration from date and time until (insert date and time).

(c) Crew weighing from date and time until (insert date and time).

(d) Practice from date and time until (insert date and time).

(e) First briefing at (insert date and time).

(f) First meeting with umpires at date and time /following the first briefing.

(g) Opening Ceremony on (insert date and time).

(h) Racing days from date to date.

(i) Time of the first race each day will be (insert time).

(j) The latest time for an attention signal on the last day of racing will be approximately\* (insert time).

(k) Daily press conference (insert number of minutes) after the last race of each day.

(l) Prize giving on date at (insert time).

4.2 Unless excused by the OA, attendance at the following is mandatory:

(a) Initial briefing for skippers.

(b) Daily briefing, for skippers.

(c) Daily press conferences, for skippers sailing that day.

(d) Regatta dinner, for skippers.

(e) Prize giving for the final skippers and crews.

**5 SKIPPERS ELIGIBILITY**

5.1 (Insert number) skippers will be invited. Only skippers invited by the OA will be eligible to enter this event. (Insert any criteria for invitation).

5.2 The registered skipper shall helm the boat at all times while racing, except in an emergency.

5.3 To remain eligible a skipper shall confirm acceptance of the invitation in writing, (fax or e-mail is acceptable) to be received by the date specified on the letter of invitation.

5.4 A non-refundable entry bond of (insert $US amount) shall accompany the acceptance of the invitation for this to be valid.

5.5 All competitors shall meet the eligibility requirements of World Sailing regulation 19.2.

5.6 All competitors shall obtain an World Sailing Sailor ID by registering online at www.sailing.org/isafsailor. Skippers shall inform the OA of their World Sailing Sailor ID at registration.

**6 ENTRIES**

6.1 **Entering**

(a) The skipper/team shall be entered on completion of registration, crew weighing and the payment of all fees and deposits. All payments shall be made by credit card/local currency/cheque.

(b) A valid class certificate shall be produced at the time of registration

6.2 **Entry Fee**

A non-refundable entry fee of (insert $US amount) shall be paid by date and time/at registration.

6.3 **Withdrawal**

When a skipper accepts an invitation and later withdraws within two months of the event or leaves the event before the end without written approval from the OA, a zero score may be applied to their Ranking points for that event by World Sailing. (World Sailing Regulation 27.2)

**6.**4 **Damage deposit**

(a) An initial damage deposit of (insert $US amount) shall be paid at registration, unless extended by the OA. This deposit is the maximum payable by the skipper as a result of any one incident.

(b) If a deduction from the damage deposit is decided by the OA, it may require that the deposit be restored to its original amount before the skipper will be permitted to continue in the event.

(c) Any remaining deposit after the event will be refunded within 10 days after the event.

**6.4 Insurance**

All competitors are required to have adequate third party insurance.

**7 RULES**

7.1 (a) The event will be governed by the rules as defined in the RRS, including Appendix C.

(b) The rules for the handling of boats will apply, and will also apply to any practice sailing and sponsor races. Class rules will not apply.

(c) Any prescriptions of the national authority that will apply will be posted on the official notice board.

7.2 **Major Alterations to the RRS**

 (a) Add to RRS 41: (e) help to recover from the water and return on board a crew member, provided the return on board is at the approximate location of the recovery.

(b) RRS C8.6 and C6.3 will be changed in the sailing instructions.

7.3 An IJ will be appointed, and approved by the NA in accordance with RRS Appendix N..

7.4 The OA may place an observer on each boat to provide information to the umpires.

**8 BOATS AND SAILS**

8.1 The event will be sailed in boat /class type boats.

8.2 (Insert number) boats will be provided.

8.3 The following sails will be provided for each boat: Mainsail, Genoa, Jib, Spinnaker.

8.4 Boats will be allocated by draw, either daily or for each round as decided by the race committee.

**9 CREW (INCLUDING SKIPPER)**

9.1 The number of crew (including the skipper) shall be (insert number). All registered crew shall sail all races.

9.1 The total number of crew, including the skipper, shall be (insert number or number), excluding persons placed on board by the RC. All registered crew shall sail all races.

9.2 **Crew Weighing**

(a) The total weight of the crew, including the skipper, dressed in at least shorts and shirts, shall not exceed (insert number) kg, determined at the time of registration or such time as required by the RC.

(b) For Women's Match Race events the weight limit shall be either

(1)\* a maximum total crew weight limit of ‘Y’ (where Y = 68kg x the number of standard crew members for the boat (X)). The OA may permit the boat to be raced with X, X minus 1 or X+1 crew members within that total weight limit, or

(2) a maximum average crew weight limit of 68kg.

9.3 Crew weight may be checked during the regatta. At any re-weighing the total weight limit is increased by 10 kg. Any crew weighing in excess of this increased limit shall not be penalised, but they shall reduce their weight to the increased weight limit before racing again.

9.4 When a registered skipper is unable to continue in the event the IJ\*/OA may authorise an original crew member to substitute.

9.5 When a registered crew member is unable to continue in the event the IJ\*/OA may authorise a substitute, a temporary substitute or other adjustment.

**10 EVENT FORMAT**

10.1 Skippers will be seeded into a round robin or divided into two/three/four groups based on seeding/draw/results in previous competition/World Sailing ranking list 30 days prior to the event.

10.2 The event will consist of the following stages:

Stage 1 -

a full round robin\* or a round robin in groups.

a double round robin\* or a double round robin in groups.

a knock out series, first to score (insert number) points.

Stage 2 -

a repechage round robin

a round robin

a knock out series, first to score (insert number) points

Stage 3 - Quarter finals

Stage 4 - Semi Finals

Stage 5 - Finals

10.3 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 matches under the existing conditions or in the remaining time scheduled. Early stages may be terminated in favour of later stages.

**11 COURSE**

11.1 The course will be windward/leeward with starboard roundings, finishing downwind.

11.1 The course will be windward/leeward with optional offset legs in the event of cross course current, resulting in either port or starboard roundings and finishing downwind.

11.2 The intended course area will be (describe course area) and is shown on (insert chart reference).

**12 ADVERTISING**

12.1 As boats and equipment will be supplied by the Organising Authority, World Sailing regulation 20.4 applies. Each boat will be required to display advertising as supplied by the OA.

12.1 As boats are supplied by the competitors the advertising category of the Class will apply.

12.2 The OA intends to supply the following equipment: (list supplied equipment). Advertising as supplied by the OA is to be displayed on this equipment.

12.3 Competitors may be permitted to display advertising ashore at the venue, but this is subject to individual negotiation with the OA.

12.4 Boats shall not be permitted the right to protest for breaches of any rules regarding advertising (amends RRS 60.1).

**13 PRIZES**

13.1 The principal prize for first place will be (insert description).

13.2 First prize - (insert $US amount)

Second prize - (insert $US amount)

Third prize - (insert $US amount)

etc.

13.2 There will be prizes for all places, subject to funding.

13.3 These prizes have been approved by the national authority.

13.4 World Sailing has been notified of these Prizes.

13.5 The OA may reduce a prize in the case of misconduct or refusal to comply with any reasonable request, including attendance at official functions.

**14 MEDIA, IMAGES and SOUND**

14.1 If required by the OA:

(a) Television personnel and equipment (or dummies) supplied by the OA shall be carried on board while racing.

(b) Competitors shall wear microphones supplied by the OA during racing and be available for interviews when advised by the OA or RC.

(c) Registered skippers shall wear communications equipment supplied by the OA that will allow commentators to communicate with them whilst racing.

14.2 Competitors shall not interfere with the normal working of the OA supplied media equipment.

14.3 The OA have the right to use any images and sound recorded during the event free of any charge.

**15 COACH BOATS**

15.1 Coach boats shall conspicuously display identification of the team being coached.

15.2 The OA will provide boats from which coaches may observe racing and communicate with their teams between matches. Individual coach boats will not be permitted.

15.3 No coach boats will be permitted.

15.4 The OA will/will not provide berths for coach boats.

15.5 Any interference by a coach boat with the racing or event organisation may result in a penalty applied at the discretion of the IJ/PC to the associated skipper or team

**16 OTHER REQUIREMENTS**

16.1 Each team is requested to provide a national flag approximately size by size for display from the stern of the boat.

16.2 Each team is requested to provide their national anthem on cassette tape.

**17 DISCLAIMER**

All those taking any part in the event do so at their own risk. The OA, its associates and appointees accept no responsibility for any loss, damage, injury or inconvenience incurred, howsoever caused.

**18 INVITATIONS**

Entries will only be accepted from invited skippers. If you wish to be invited please register your request for an invitation as soon as possible with the OA by completing the attached form.