

## SUMMARY

Please find below in the following order:

- The ŠKODA 24 HOURS CYCLING Race Rules - page from 1 to 14
- The PitLounges Booking Terms and Conditions – page from 15 to 21

# « ŠKODA 24 HOURS CYCLING » RACE RULES

## August 26<sup>th</sup> & 27<sup>th</sup> 2023

### **Clause 1 – PRESENTATION – CONTACTS**

CLAUDE GASNAL ORGANISATION (C.G.O.), the event organizer, has been specialized in event management since 1995.

Contact details:

**Agence CGO**

2, Avenue d’Hauouza, 72100 LE MANS (France)

Email: [course@24heuresvelo.fr](mailto:course@24heuresvelo.fr) – Web: [www.24heuresvelo.fr](http://www.24heuresvelo.fr)

CGO organizes now a team endurance-cycling event in partnership with « Le Mans Sarthe Vélo » cycling association (MSV) and with the support of the French Cycling Federation (FFC). This cycling event is called: “Les 24 Heures Vélo ŠKODA”.

The goal of the race is to run as many laps as possible on the 4,185-meter-long Bugatti racetrack of Le Mans (Sarthe) within 24 hours.

The race will start on Saturday at 3pm and finishes on Sunday at 3pm.

### **Clause 2 – RACE RULES**

The present rules, which constitute the general conditions of sale required by articles L111-1 and seq. of the French Consumer Code, are available for download on [www.24heuresvelo.fr](http://www.24heuresvelo.fr) and will be available at the reception desk on the day of the race.

**Participation to the race presupposes that each competitor accepts its rules and commits to respect them.**

### **Clause 3 – CONTESTANTS**

#### **3-1 - Generalities**

« 24 Heures Vélo ŠKODA » event is open to individuals as well as to 2, 4, 6, 8 rider teams, members of a cycling federation or not, French citizens as well as foreign nationalities, and who will be at least 18 years old on the year of the event (no exception).

This year a maximum of 580 teams will be allowed to enter the race.

All commitment is personal and non-transferable.

The participants being 18 years old between 27<sup>th</sup> August and 31<sup>st</sup> December, including members of a cycling federation, will have to present a certified parental authorization.

### **3-2 - French Cycling Federation members**

Competitors considered members of a cycling federation are participants with a current year's membership transcript acknowledging the validation of a medical check, allowing competition cycling and issued by one of the following federations:

- FFC (French Cycling Federation)
- UFOLEP
- FFTri

UFOLEP is multiple-sport federation; insurance guarantees and medical check are thus not the same for each sport. Therefore, membership transcripts issued by them must state « cycling » or « cycle sports » and « medical check » to be considered valid. Otherwise, licences will be refused and a medical certificate approving the practice of “competition cycling” dated less than one year at the time of the event will be requested.

### **3-3 – FFC members as non-competitor**

FFC members registered as "Pass'Loisir", "Service" or "Encadrement" must turn in a medical certificate if the medical approval is not explicitly stated in the membership transcript. A medical certificate approving the practice of “competition cycling” dated less than one year at the time of the event will be requested.

### **3-4 – French Non-Members of a Cycling Federation**

They must turn in a medical certificate approving the practice of “competition cycling”. The certificate needs to be less than one year old on the day of the event.

Specific public-liability insurance and an individual accident insurance are included in the registration fees of the event and will be applied.

### **3-5 – Members of FFCT (French Recreational Cycling Federation) & FSGT**

FFCT & FSGT members are regarded as non-members of any cycling federation concerning insurance as well as medical certificate. A medical certificate approving the practice of “competition cycling” dated less than one year at the time of the event will be requested.

### **3-6 – Members of FFH (French Disabled Sports Federation)**

Disabled contestants must turn in a FFH licence as well as a FFC licence specifying the right to take the start. According to the FFC/FFH agreement, this licence must be endorsed by the referring doctor of the relevant Regional Committee.

### **3-7 – Foreign Participants**

**Foreign participants (members of a federation or not) must turn in a medical certificate stating “no contraindication to competition cycling”. Certificate needs to be less than one year old on the day of the event.**

**Foreign disabled contestants must turn in a licence delivered by a federation affiliated to the ICU (International Cyclist Union).**

## **Clause 4 – ADDITIONAL STAFF**

Beside competitors, a team registration to the event includes paddock access for 2 additional members (manager, medical staff...). Two « **Paddock Staff** » accesses will be given to team representative.

Additional staff members can thus keep a close eye on the race but cannot (under any circumstances) have access to neither the racetrack nor the relay area, which are restricted to competitors only.

« **Campsite Staff** » accesses are also available as an option for supporters or families. Campsite and Paddock access is free for children under 10 years old (with their parents).

Children are under the sole responsibility of their parents who are required to monitor, especially in the area of the paddock to not disturb the competitors during the relay.

To avoid any risk of accident with a cyclist, animals are not allowed in the paddock, even on a leash.

## **Clause 5 – EQUIPMENT**

### **5-1 – Cycles**

#### **Are authorized:**

Competitors can use the equipment of their choice:

Road bikes, mountain bike or hybrid bikes, equipped with disc brakes or skid brakes.

#### **Are not authorized:**

Competitors can't use the following equipment:

Tandem, recumbent bikes, time-trial bikes, fixed-gear bikes, flexible bike (Bromptons bikes, Dahon curveb...), Handbike, custom bikes, monocycles, electric bike, spoke wheels and lenticular wheels.

#### **Types of bike**

Various types of bikes (road, mountain or hybrid bikes) are allowed within the same team.

#### **Lighting**

A red light (not turn signal) visible from behind will be set on the bike during night time.

#### **Bikes safety**

Bikes must fulfil the following safety norms:

Handlebar-end plugs and stuffed stem, no prominent part. Bar-end extensions and triathlon handlebars are unauthorized.

#### **Bike storage**

Bikes can be parked in the competitors' Working Paddock (at the back of the paddock - area restricted to competitors and staff only) during the whole race (antitheft to be envisaged).

#### **Para-Cycling (Handcycling)**

Handcycles can be modified according to your needs ("single" category). These modifications mainly concern brakes, gear change, drive and pedal cranks. However, it must keep the appearance of a "right bike" and all changes must be in line with the competition regulations for handcycles as laid down by the FFC/UCI.

### **5-2 – Helmet & Outfit**

**It is mandatory for a rider to wear a helmet (EU standards)** when riding. A helmet must be fastened during the whole duration of a leg as well as during the racetrack study on Saturday morning. While relaying a helmet must be worn before the rider starts a leg and can only be taken off after the rider is off the bike when finishing a leg. Riders not respecting these rules will be immediately disqualified.

## **Clause 6 – REGISTRATION TERMS**

### **6-1 – General Terms & Conditions**

Team (contestants, staff and team representative) registration form can be found online on [www.24heuresvelo.fr/en](http://www.24heuresvelo.fr/en). No registration by phone or post.

It is possible to choose the French or English language to make a booking. Only the French « Race Rules » have contractual value. The English version is informative.

**Official registrations will open on 10<sup>th</sup> January 2023 and last until 17<sup>th</sup> July 2023.**

Registration must be filed as a team. Individual registration is only possible for the Single category. Registration is non-transferable.

No registration is possible on the venue on the day of the race. No medical certificate will be delivered on the venue.

Pitlounge rental is an option available at registration. The conditions for booking and renting Pitlounges are stipulated in the corresponding general Pitlounges rental conditions. It is the responsibility of the Team Representative and to any participant, subscribing to this option, to read the general Pitlounges rental conditions.

Teammates' names can be submitted on our website until the registration closing day. **However, before the closing date of registrations mentioned above, the names, first names and dates of birth of all the riders of the team must be completed, and medical certificates or licenses in dematerialized format must be downloaded via "My account"**. Otherwise, the registration file will be considered as "incomplete" and the team will be allowed to pick up their numbers only on Saturday morning. All the fields requested on the registration form must be completed.

Before clicking on the payment tab, it is possible to check the information entered and, if necessary, to modify it. In this case, all data will have to be re-entered.

The payment of registrations (clause 6.3) is only possible at the end of the registration process by validating the present rules and the information communicated. Payment is obligatory to confirm the registration request or order.

Registrations will only be confirmed once the file is "**complete**" and validated by CGO before the closing of registrations.

In case of a teammate's change after the closing date of registration, the change must be made at the confirmation entry, on the competition site of the "24 Heures Vélo ŠKODA".

### **6-2 – Representative**

Each team has to name a team representative. He/she will be the only contact with the organizer. Team representative is responsible for his/her team, which will be identified by a team name (cycling club, sponsor...). The Representative is responsible for the identities (names and first names) and information (examples: licenses, medical certificates, ...) communicated at the registration time. This information must be accurate until the day of the race and its closing.

### **6-3 – Payment of registration fees**

Payment of registration fees will be made by Credit Card only on the website [www.24heuresvelo.fr/en](http://www.24heuresvelo.fr/en)

The transaction is immediately debited on the Team representative's bank card after verification of its data, and upon receipt of the debit authorization from the company issuing the bank card used by the Team representative.

In accordance with article L. 132-2 of the Monetary and Financial Code, the commitment to pay given by Credit Card means is irrevocable. By providing his bank card information, the Team representative authorizes CGO to debit his bank card for the amount corresponding to the price.

The Team representative confirms that he is the holder of credit card to be debited and that the name appearing on the credit card is his. The Team representative communicates the 16 numbers, the expiry date of his credit card as well as, where applicable, the numbers of the cryptogram. The Team representative then receives an electronic confirmation of payment acceptance of the registration without delay.

If the debit of the price is impossible, the online reservation will be immediately terminated.

#### **6-4 - Final Registration Procedure on the venue**

Practical information concerning accesses to the circuit, as well as administrative formalities will be communicated to you by email after the closing of registrations.

**In case of loss of bracelets or access materials, no reissue will be possible.**

### **Clause 7 – TEAM CATEGORIES & REGISTRATION FEES**

#### **7-1- Category List**

<b><u>CATEGORIES</u></b>				
« <b>SINGLE</b> »	(1 Contestant)	<input type="checkbox"/> MAN	<input type="checkbox"/> WOMAN	
« <b>PAIR</b> »	(2 Contestants)	<input type="checkbox"/> MAN	<input type="checkbox"/> WOMAN	<input type="checkbox"/> MIXED
« <b>4 RIDERS - TEAM</b> »	(4 Contestants)	<input type="checkbox"/> MAN	<input type="checkbox"/> WOMAN	
« <b>6 RIDERS - TEAM</b> »	(6 Contestants)	<input type="checkbox"/> MAN	<input type="checkbox"/> WOMAN	<input type="checkbox"/> MIXED (2 women min.)
« <b>8 RIDERS - TEAM</b> »	(8 Contestants)	<input type="checkbox"/> MAN	<input type="checkbox"/> WOMAN	<input type="checkbox"/> MIXED (3 women min.)

CGO is free to modify the category list according to the teams' registration. No classification by category, or podium if less than 4 teams, except for Solos Women.

#### **7-2- Registration Fees**

Registration fees and track access depend on the number of contestants.

Registration	Price per team	Track Access* by team		
		Rider	Access Paddock+Camping	Parking
<b>SINGLE</b>	<b>360 €</b>	1	2	2
<b>PAIR</b>	<b>580 €</b>	2	2	2
<b>4 RIDERS – TEAM</b>	<b>880 €</b>	4	2	3
<b>6 RIDERS – TEAM</b>	<b>1040 €</b>	6	2	3
<b>8 RIDERS – TEAM</b>	<b>1180 €</b>	8	2	4

(VAT included (20%)) \*Bracelets are individual and are to be correctly adjusted to the right wrist. We reserve us the right to exclude any entrant whose bracelet is removable.

### **7-3- Registration Package Includes:**

- **24 HOURS CYCLING ŠKODA RACE (LE MANS)**
  - Paddock access for your team
    - Pit to share with other teams
    - **(Team = Riders + 2 Paddock-staff members)**
  - A gift bag for each competitor
  - Access to « Houx » Campsite within the circuit facilities
    - Pass for personal vehicles
    - Access to electricity terminals: paddock and campsite (Useful: three phase electrical connectors)
  
- **ACCESS TO THE BUGATTI RACE TRACK**
  - Official Bugatti-circuit track floodlight system
  - Access to toilet facilities: paddock, campsite and village
  
- **TIMING SYSTEM**
  - Microchips (to be fixed to the right ankle)
  - Shirt numbers
  - Real-time ranking broadcasts
  - Team's diploma and final race ranking on [www.24heuresvelo.fr](http://www.24heuresvelo.fr) after the race
  
- **SUPERVISION, ORGANISATION AND SAFETY**
  - Supervision of the race
    - Track marshals and stewards
    - Official FFC judges and umpires (Static and motorized)
  - Organization and logistics
  - Medical staff

All of these terms may be modified to meet the health requirements in force on the event day, without anyone being able to claim any compensation or refund (ex: limited access, no supplies, etc.).

### **Clause 8 – RECEPTION DESK**

Reception and administrative checks 'place will be communicated with the useful information.

Participants must have been registered beforehand and thus present on the listing created after reception of complete registration packages. They will have to communicate their bib number at the registration desk.

When registration check is complete, team receives a competitor kit including shirt numbers, microchips, as well as a "Dépôt Minute" pass for your car. This pass will allow you to access to the "Dépôt Minute" dropping zone on the Saturday morning.

### **Clause 9 – ACCOMMODATION – PARKING**

Registration fees include access to campsite spaces for teams. **Campsite spaces are not reserved** and will be taken by participants as they arrive. The organization reserves the right to intervene in case of dispute.

Fires, barbecues, fireworks etc. are prohibited within the Bugatti circuit.

**Access to the venue for competitors** will only be possible through « Houx » campsite's entrance.

« Houx » campsite is located about 400 meters away from the pit-stop zone.  
**Toilet and shower facilities** are available in the paddock and in the campsite.

Participants can park their vehicles in the campsite facilities, as follows:

- 2 vehicles for Solo and Duo
- 3 vehicles for 4-rider teams
- 3 vehicles for 6-rider teams
- 4 vehicles for 8-rider teams

**Additional campsite accesses** are available at the contestant entrance (“Entrée Concurrent”) 10 €/pers. Campsite access is free for children under 10 years old.

**Visitors’ vehicles** can be parked on another area, whose access can be made through northern entrance of the circuit (“Visiteurs entrance”). This parking area is free.

No motorized vehicle other than the organiser’s or safety staff’s is allowed to enter the facilities.

### **Clause 10 – CATERING**

Each team manages its catering by herself.

### **Clause 11 –Pits and relay area**

Each team will have to share a **pit with other teams in the paddock**. This pit is at their disposal where competitors can get ready before entering the racetrack. Team’s area in the paddock is dedicated to race’s activities and cannot be used in any case as an accommodation or a campsite.

In the pits competitors may not use hotplates or stoves, smoke and install a tent. The use of mattress is tolerated in the respect of your neighbours. The organization reserves the right to intervene to settle a dispute.

Several teams will live in the same box, so it is important to respect each other.

**Team’s advertisement to thank sponsors** (banner...) is allowed for one per team only and it must be fixed in/around the pit with no damage for the venue. CGO keeps the right to remove any support that does not comply with this rule.

**For safety reasons, it is forbidden to climb on the wall in the relay area and install scaffolding, scales or other equipment attached to the wall.**

### **Clause 12 – THE VENUE**

In order for the « 24 Heures Vélo ŠKODA » to be a success, ACO (Automobile Club de l’Ouest) kindly welcomes all of us to the Bugatti-Circuit. We sincerely wish that all participants respect this venue and help to keep it clean during the race as well as before they leave.

**Thus it is forbidden for riders to throw garbage** as well as urinating **on the track**. Let’s work it out together! The use of glass bottles is prohibited on the track and on the pit lane. Contestants are responsible for any damage.

### **Clause 13 - THE RACE “24 HEURES VELO ŠKODA ”**

#### **13-1 – Briefing**

To make sure the race goes smoothly and that safety on the racetrack is guaranteed a mandatory briefing will be held on the venue for all team representatives on the Saturday morning.

#### **13-2 – Shirt Number and timing**

A shirt number must be worn and be legible on the back of every rider. Referees have a right to stop a rider temporarily when not complying this rule.

The chip must be fixed to the ankle, on the right side, using the Velcro strap provide by the organisation. Be sure to pass on timing loops (pitlane entrance/exit and on the track), not beside and do not remove your chip before your stop in front of your pit.

### **13-3 – Route**

Only registered contestants are allowed to enter the race track's grounds with identifiers corresponding to their registration (Bib, bracelet etc...).

The track, Bugatti Circuit, is entirely **closed and floodlit at night**.

No motorized vehicle other than organiser's or medical staff's is allowed on the premises before, during and after the race.

It is forbidden **to follow a rider** in any way (bike, motorbike) on the track as he starts his relay.

### **13-4 – Starting Grid & Race Schedule**

The starting grid will be set according to the number of competitors in a team, then to the team's number: 4-riders on the first line, followed by 6-riders teams and 8-riders teams, then 2-riders teams and solo riders.

Make sure you respect the starting order, under penalty.

The "*Le Mans Style*" start is scheduled Saturday at 3.00pm with the rider on one side of the track and his bike hold by a teammate on the other. For safety reasons, it is **forbidden for the teammate to push and bring the bike to the rider**. The bike must remain stationary against the wall, under penalty for the Team.

Under specific circumstances (especially weather related) the organizer has a right to postpone start time and/or bring forward finish time. The announcement will be made at the microphone.

### **13-5 – Riders supplies**

Riders' supplying by a visitor is forbidden on the track, but must be done on the relay area in the pit.

### **13-6–Repairs**

In case of mechanical problem or flat tire, a rider can repair on his/her own or receive help from another rider.

Changing frames as well as assistance from a third party is strictly forbidden on the track. Checks will be performed throughout the race.

The technical assistance between relays is free. Assistance and repairs are allowed out of the track and relay area.

### **13-7– Race incidents and bike falls**

When mechanical problems or flat tire occur outside relay area and in the case that the rider cannot fix it from where he/she stands, the rider **has to finish the lap (the right way up)** to join the pit.

After a fall that requires medical-staff assistance, the race doctor has a right to deny the rider to resume the race for safety reasons.

### **13-8 – Withdrawal while on the Track**

In case of withdrawal of a rider or severe injury, referees will bring the microchip back in the "referees pit". The next rider will have to ask for the microchip from referees before to start his leg.

In case of heavy damage, or significant material damage, bike will be brought back to the paddock by organizer's vehicle (stand + relays zone).



### **13-9–Race at Night**

A bike light must be lit on during the night part of the race, from 8.30pm until 6am. A **red light (not turn signal) and visible from the back** must be set on every bike and visible from behind. Any defect must be immediately dealt with in relay area where repairs will be carried out.

Marshals and judges can impose a penalty when a defect is reported and these rules are not applied.

### **13-10–Relays and Race Finish**

Relaying is restricted to the “**relay area**” only. The rider waiting for his relay is the only person allowed in the relay area. A penalty is imposed to the team not complying this rule.

Race strategy and relay management are free.

**Pit lane’s speed will be automatically controlled with the microchips. For everybody’s safety, speed limit is 20km/h maximum between the two timing loops marked on the ground.**

Be careful to keep your microchip at your right ankle when passing on the timing control system in the relay area and until your stop in front of your pit.

Only riders of the team duly registered are allowed to take the track. Non-compliance of this rule is penalized by disqualification of the entire team.

“*Finish signal*” will be given exactly 24 hours after the start, when the team leading the general ranking crosses the finish line. Laps started before finish signal but not completed yet must be ridden till the end in order for them to count. **It is forbidden to follow a rider on his/her last lap.**

A SAG wagon (car or motorbike) will follow the last rider and ensure all competitors have left the track.

## **Clause 14 – RANKINGS - AWARDS**

### **14-1 – Type of Rankings**

An overall ranking as well as rankings by categories (**if four teams minimum**) will be held based on the longest distance ridden.

If a team doesn’t belong to any category it will only be part of the overall ranking.

All rankings will be published at the end of the race so that every contestant is aware of his/her performance.

Should **the race be stopped**, rankings will be held based on all previous race checks made from the start of the race until 30 minutes before decision to stop is made.

### **14-2 – Awards**

Winners of the overall ranking (man and woman) and of the rankings in each category will be awarded. These teams are the only ones to mount the podium.

Cash will not be offered as an award as this wouldn’t correspond to the ideas of sportsmanship and conviviality of the event.

## **Clause 15–PENALTIES & CONTROLS**

Undisclosed and unexpected checkpoints will take place throughout the race in order to ensure legality, security and safety. Checks will be performed by track marshals and race judges (fixed or motorized). In case of cheating, penalties will be awarded up to disqualification.

Judges are empowered to impose penalties up to disqualification in case of cheating, with the possible effect of modifying the rankings. They are as well in charge of ensuring sportsmanship of everyone. Unsporting behaviours will also lead to penalties for the perpetrator according to the level of risks incurred.

Penalties are the following (**no warning during the two last hours of the race**):

1st Level	Warning
2nd Level	1 Lap penalty
3rd Level	Disqualification

They are addressed to all members of team.

Race's facts that bring penalties: stolen starting (before the gun shot/the flag down), start without helmets, speeding in the pits, supplying out of stand, insults, anti-sporting behavior, objects drop,...

The use of doping products is strictly forbidden inside the circuit. The consumption of alcohol is subject to regulations on public roads and may be controlled.

### **Clause 16 – Claims & Complaints**

Claims and complaints must be filed by team representative and addressed to the race director no later than 15 minutes after the end of the race.

### **Clause 17 – Safety, Help and First-aid**

First-aid workers and medical staff are present on the venue. They are coordinated by a certified organization. Bugatti-Circuit's official CCTV is also used during the race in addition to volunteers and motorcycle on the track.

### **Clause 18 – CCTV-Image-Reproduction Rights**

The race site is under video surveillance.

Each participant, as per his/her registration to the event, explicitly authorizes CGO, free of charge, to use images where he/she could be appearing during the event and to reproduce these for any type of material (pictures, image files, logos, drawings, set designs, videos, television, cinema, sales brochures, posters, flyers, internet, billboards) in France and abroad, for a ten years' period from the date of the edition during which the images were taken. Each participant also acknowledges and authorizes that a drone could flight over them and take pictures used to promote the event.

Each participant also acknowledges and authorizes that data given is filed electronically (loi n°78-17 du 6 janvier 1978: French Law for Personal Data Protection Rights). Since May 25, 2018, CGO complies with the new European Data Protection Regulations: the RGPD. Each participant may request the modification or deletion of his account at any time. No information is transmitted without your consent to the event partners.

### **Clause 19 – INTELLECTUAL PROPERTY - BRANDS**

« 24 Heures Vélo » is a registered trademark. Using it without CGO prior authorization is forbidden.

### **Clause 20– RESPONSIBILITIES - STEALS AND DAMAGE**

CGO is responsible of the « 24 Heures Vélo ŠKODA » organization.

Its civil liability is limited to the coverage received from the insurance policies subscribed for the "24 Heures Vélo ŠKODA" organization.

Each competitor is fully responsible for the equipment he/she might bring to the race.

As stated above, any change in the riders of a team must be validated beforehand by the Organizer. **Any person who transfers his/her race number to a third party or who is replaced without the prior agreement of the Organizer, is held responsible in the event of an accident occurring or caused by the latter during the event.** The Organizer declines all responsibility in the event of an accident in this type of situation due to the non-compliance by the team or this third person with these rules. Likewise, the Organizer declines all responsibility in the event of an accident that occurs and/or is caused by any non-registered person, riding with a bib number that he/she has obtained fraudulently or in non-compliance with these rules. **The Team Representative is responsible for the information and registrations he has made on behalf of the riders.** A rider who is not validly registered is solely and entirely responsible for any damage he may cause himself or others. The Organizer may hold the Team Representative and the non-validly registered rider liable in the event of an action brought against him/her.

Competitors renounce any recourse against CGO in case of theft or damage, occurring during the 2 days of the "24 Heures Vélo" event, on its site.

## **Clause 21 – INSURANCES**

CGO commits to subscribe insurance policies for the following risks:

- Public liability of CGO as the organiser as well as voluntary workers involved in the event
- All risks related to the race for non-members of a cycling federation (insurance policy is subscribed at registration and is valid during the 2 days of the race)
- Equipment supplied by partner companies (except vehicles)

CGO subscribed a personal accident insurance contract for unlicensed competitors. This insurance is included in the registration fees.

For additional guarantees, CGO invites contestants to contact their insurer or their broker, ACMANS (Société ACMANS, 53 rue Sainte Croix, 72000 LE MANS Tel:(+33) 2 4374 0268.

**However, we highly recommend to participants to check on their own insurance protection before the event.**

## **Clause 22– MODIFICATION & CANCELLATION OF THE RACE AND/OR OF REGISTRATIONS**

### **22-1 – Modification of registrations**

The Team Representative can change the riders' names and first names on his team no later than closing of registrations. In case of modification, it is obligatory to complete the name, the first name and the medical certificate of the rider.

In case of modification of the registrations by a reduction of the participants' number in the team, no refund will be made.

### **22- 2 - Cancellation by the Team Representative**

The Team Representative can cancel the team's registration, or a complementary order, at no charge within 14 calendar days from the day following the date of registration or order. This period starts from the day after the date the Team Representative receives his email confirmation of registration or complementary order. A withdrawal form is attached at the end of the race rules. If a product has been delivered despite the use of the withdrawal form, the return costs are the responsibility of the Team Representative.

In case of cancellation within this period, a full refund of the amounts paid will be made.

**In case of a cancellation on the Team Representative's initiative after the above-mentioned 14 calendar days, the following provisions will be applied:**

- **Cancellation from 8 months before the 1st day of the event: 30% of the total amount ordered (including options) is retained.**
- **Cancellation from 4 months before the 1st day of the event: 60% of the total amount ordered (including options) is retained.**
- **Cancellation from 2 months before the 1st day of the event: 80% of the total amount ordered (including options) is retained.**
- **Cancellation from 1 month before the 1st day of the event: no refund will be made.**

The cancellation request must be made by registered letter with return receipt addressed to CGO, 2 avenue d'Haouza, 72100 Le Mans – France. The date taken into account is the date of sending of the letter, postmark being taken as proof.

## **22- 3 - Modification, cancellation or postponement by the organizer**

**Modification:** If circumstances require it, for example in the event of force majeure, natural disasters, adverse weather conditions, health problems (ex : epidemic and pandemic) or any other circumstances obliging it to do so, in particular those risking the Competitors' safety, or directives from the Automobile Club de l'Ouest or any other administrative or public authorities, CGO reserves the right to modify the practical procedures of the race, the start or finish time, to neutralize the race without anyone, competitors, partners, service providers, being able to claim any compensation or refund.

**Cancellation / postponement:** If the race should be cancelled or postponed for any reason beyond the control of CGO including the characteristics of force majeure as defined by Article 1218 of the French Civil Code and by French case law such as for example: fire, strike, failure of a service provider working on the site, natural disaster, unfavorable weather conditions (ex: heat wave, storm, strong winds, etc.), health problems (ex: epidemic and pandemic), without this being restrictive, or directives from the Automobile Club de l'Ouest or any other administrative or public authorities, or any other circumstances obliging it to do so, in particular in the case of situations or circumstances risking the Competitors' safety, **CGO may propose at its discretion, depending on the circumstances:**

- **the postponement of the race with the proposal of a credit note on the registration in the same category and the full refund of options.**
- **or the cancellation of the race with the refund of the registration, including options, less a 30€ administration fee per rider.**

In case of postponement of the race with a proposal of a credit note, and if the Team Representative refuses this postponement, the cancellation's conditions will be applied, namely the refund of the registration including options, less a 30€ administration fee per rider.

Apart from the cases stated above, in case of cancellation of the Race at CGO's initiative, the registration as well as options, will be fully refunded, without it being possible to solicit any other request for damages.

## **Clause 23– MODIFICATION OF THE RULES**

CGO has a right to give a ruling on or arbitrate any situation that is not considered in the present rules. CGO can also make necessary changes to the rules until 2 weeks before the event.

## **Clause 24 - FRIENDLY SETTLEMENT OF DISPUTES**

According to article L. 612-1 of the French Consumer Code "Any consumer has the right to resort free of charge to a consumer mediator for the amicable termination of a dispute between him and a professional. "

Disputes falling within the scope of Article L. 612-1 of the French Consumer Code are the disputes defined in Article L. 611-1 of the French Consumer Code, namely disputes of a contractual nature, relating to the fulfilment of a sales contract or supply of services, between a consumer and a professional.

For any difficulty, we invite you to contact us previously: Company CGO, Mr. GASNAL, 2 Avenue d'Haouza, 72100 LE MANS - FRANCE, Tel: 00 33 (0)2 43 21 13 24 , [course@24heuresvelo.fr](mailto:course@24heuresvelo.fr).

In the year following your request to our services, in application of article R. 616-1 of the French Consumer Code, you may have your request examined by a mediator, whose contact details are given below, bearing in mind that a dispute can only be examined, unless exception, by a single mediator:

**ATLANTIQUE MEDIATION CONSO**  
**Maison de l'Avocat**  
**5, mail du front populaire**  
**44200 NANTES - FRANCE**

You may, at your own expense, be assisted by a counsel.

#### **Clause 25 - APPLICABLE LAW**

The present rules are valid as general terms and conditions of sale and are governed by French law.

#### **Clause 26 - PERSONAL DATA**

Please note that certain information is mandatory and necessary to carry out your process. The absence of a response to a mandatory field is likely to compromise the proper follow-up of your file.

The personal information communicated is recorded in a computerized file by CGO.

We will only process or use your data to the extent that this is necessary to contact you, process your requests, create and manage your user account, create and manage your access to our online services or carry out statistical studies.

Your personal information is kept for a period not exceeding 2 years, unless:

- You exercise your right to delete data concerning you, under the conditions described below;
- A longer storage period is authorized or imposed by virtue of a legal or regulatory obligation.

During this period, we settle all suitable means to ensure the confidentiality and security of your personal data, so as to prevent their damage, erasure or access by unauthorized third parties.

Access to your personal data is strictly limited to our staff and, where applicable, to our subcontractors.

The subcontractors in question are subject to an obligation of confidentiality and may only use your data in accordance with our contractual provisions and applicable law.

Apart from the cases set out above, we undertake not to sell, rent, transfer or give access to third parties to your data without your prior consent, unless we are forced to do so for a legitimate reason (legal obligation, fight against fraud or abuse, exercise of the rights of defense, etc.).

In accordance with the law "Informatique et Libertés" of January 6, 1978 as amended and European Regulation No. 2016/679 / EU of April 27, 2016 (applicable from May 25, 2018), you have the right to access, rectify, portability and erasure of your data or limitation of processing. You can also, for legitimate reasons, oppose the processing of data concerning you.

You can, subject to the production of a valid proof of identity, exercise your rights by contacting CGO on [contact@cgo-lemans.com](mailto:contact@cgo-lemans.com).

If you do not / no longer wish to receive our news and requests (by phone, SMS, post or email) and invitations, you can indicate this to us through the link reserved for this purpose, modify your choices by contacting us under the conditions mentioned above or, where applicable, by modifying the parameters of your online profile. The same applies if you do not wish to receive news, invitations or promotional offers from our partners.

For any additional information or complaint, you can contact the National Commission for Computing and Liberties (more information on [www.cnil.fr](http://www.cnil.fr)).

Finally, we inform you of the existence of the "Bloctel" telephone canvassing opposition list, on which you can subscribe (<https://conso.bloctel.fr/>).

**Clause 27 – NULLITY OF A CONTRACT CLAUSE**

If any of the provisions of this Contract were cancelled, this nullity would not entail the nullity of other provisions of the Contract which will remain in force between Parties.

**Clause 28 – INDEPENDENCE OF THE PARTIES**

Neither Parties can make a commitment in the name and / or on behalf of the other Party. Moreover, each Party remains solely responsible for its claims, commitments, services, products and personnel.

**Clause 29 – NON-WAIVER**

The fact that one of the Parties does not prevail itself of a commitment by the other Parties to any of the obligations referred to herein, cannot be interpreted for the future as a waiver of the obligation in cause.

**Clause 30 – ATTRIBUTION OF JURISDICTION**

Any dispute pertaining to their binding nature, their interpretation, their validity will be put before the French courts, within the jurisdiction of Le Mans.

.....

**WITHDRAWAL FORM**

**(Cancellation of the registration within the 14 days following the order)**

For the attention of Claude Gasnal Organisation SASU, located at 2 Avenue d’Haouza, 72100, LE MANS, FRANCE, Tel: 00 33 (0)2 43 21 13 24, email: [contact@cgo-lemans.com](mailto:contact@cgo-lemans.com)

I / we (\*) hereby notify you that I / we (\*) withdraw my / our (\*) commitment relative to the registration race:

Ordered on : .....

Name : .....

Address : .....

Signature of team representative :

Date :

**(\*) Delete as appropriate**

## PITLOUNGES BOOKING TERMS AND CONDITIONS

The owner of the Pitlounge is identified below as "Automobile Club de l'Ouest" or "ACO" (Circuit des 24 Heures CS21928 72019 Le Mans Cedex 2)

The Customer is identified below as "Grantee".

The Customer is informed that the company CGO (2 Avenue d'Haouza 72100 LE MANS, tel: 02 43 21 13 24; email: contact@cgo-lemans.com) is an intermediary within the framework of the Pitlounge rental order between the ACO and the Grantee.

The parties referred to "Parties".

### **Clause 1 – REGISTRATION MODALITIES AND GENERAL DISPOSITION**

Pitlounge booking have to be done online in <https://www.24heuresvelo.fr/en/>. No registration by phone, mail or email.

**It is possible to choose the French or English language to make a booking. Only the French « Pitlounge Booking Terms and Conditions» have contractual value. The English version is informative.**

It is then necessary to:

- Follow the website instructions;
- Complete the booking form. In the event of prolonged inactivity during the connection, the Grantee may lose is selection. The Grantee is then invited to resume his selection from the beginning
- Check the elements of the reservation and, if necessary, identify and correct errors. The Grantee can modify his reservation before validating it and before proceeding to payment
- Validate the reservation, the Pitlounge Booking Terms and Conditions, the price;
- Follow the online payment instructions to pay the price.

Then the Grantee immediately receives a payment confirmation by email.

The Grantee also receives electronically and without delay an acknowledgment of receipt confirming the reservation and recalling the Pitlounge Booking Terms and Conditions, including the withdrawal form and the summary of the order.

The Pitlounge Booking Terms and Conditions can be consulted before the order confirmation and at any time on the website.

The reservation is nominative.

No reservation on site on the day of the race.

The Grantee who makes the booking have to mention all the information requested (name, first name, address, telephone number).

All of the fields requested on the registration form must be completed.

Before clicking on the payment, it is possible to check the information entered and, if necessary, modify it. In this case, you will have to re-enter all the data.

Booking payment is made at the end of the reservation process, by validating the order summary and the Pitlounge Booking Terms and Conditions. The validation of those information and contract is mandatory to confirm the order request.

Payment of the price is made only by credit card. Credit cards accepted are those of the "Carte Bleue" networks: Visa, Eurocard / MasterCard.

The transaction is immediately debited on the Grantee's bank card after verification of its data, and upon receipt of the debit authorization from the company issuing the bank card used by the Grantee.

In accordance with article L. 132-2 of the Monetary and Financial Code, the commitment to pay given by Credit Card means is irrevocable. By providing his bank card information, the Grantee authorizes CGO to debit his bank card for the amount corresponding to the price.

The Grantee confirms that he is the holder of credit card to be debited and that the name appearing on the credit card is his. The Grantee communicates the 16 numbers, the expiry date of his credit card as well as, where applicable, the numbers of the cryptogram.

If the debit of the price is impossible, the online reservation will be immediately terminated.

The CGO implements all means to ensure the confidentiality and security of data transmitted on the website.

## **Clause 2: OBLIGATION OF THE GRANTEE**

### **2.1 Conditions of the location**

The Grantee agrees to accept the premises in their current condition.

An entry inventory will be carried out before your arrival to minimize the wait. In case of anomalies, you are requested to contact the Pitlounge staff to notify them. It is also understood that, if an inventory and schedule of condition cannot be prepared for whatever reason, the infrastructure made available pursuant to this contract will be deemed unaffected by any visible defect.

The Grantee is considered responsible in case of damage or theft from the moment of his arrival, or that of a supplier acting on behalf of the Grantee, within the space defined by this agreement and for the full duration of the space. The Grantee is not permitted to affix any adhesives to the walls of the hired premises or, generally, any element that might damage the mentioned walls.

A deposit of €1,500 per Pitlounge will be requested by bank imprint at the delivery of the keys.

The Grantee accepts that any reinstatement works or additional cleaning will be charged to the Grantee's bankcard or deducted from the amount of the cheque remitted as a deposit.

### **2.2 Utilization of the rented area**

It is understood that the hired space must be used exclusively by the Grantee and that it may not be loaned or sub-leased to a third party. The Grantee must only use the space for the purpose for which it is hired out to the Grantee.

Should the Grantee engage in an activity not provided for in this agreement or develop, directly or through an intermediary, an activity liable to complete with those developed within the enclosure of the circuit, its annex areas, and its outskirts within a perimeter of 800 meters from the track, or provide assistance to such in any way whatsoever without the ACO or CGO prior agreement, the Grantee shall be prohibited, with neither advance warning nor indemnity, from pursuing its activity on the site, its annex areas, and its outskirts.

It is forbidden to hold any event of a political or religious nature within the enclosure of the circuit.



### **2.3 Area sound system**

The Grantee who wishes to broadcast music is in charge of issuing a statement to the SACEM. Failing that, he alone will be accountable for the fine decided against him. For your information, hereunder you will find the contact details of the SACEM of Le Mans:

SACEM - 7, rue des Boucheries - 72000 LE MANS - Tel: +33 (0)2.90.92.22.60

The use of sound equipment of any kind is regulated. The power of such apparatuses shall be set in such a manner that it shall not disturb neighbouring Grantees or the public. In case of justified complaint, the ACO or CGO may prohibit the use of such apparatuses.

### **2.4 Waste management**

The space made available to the Grantee will be clean upon handover, as the hire cost includes a cleaning service after the show or Grantee's event.

The Grantee agrees to remove all rubbish, waste, dirt and packaging from the premises and land made available to it prior to its final departure. It also agrees not to leave any of the above materials outside the designated areas.

The Grantee must do its utmost to sort its waste (glass, paper, plastic, etc.).

### **2.5 Construction and infrastructure**

The Grantee must obtain the Grantor's prior written permission before engaging in any works to:

- build a structure that cannot be dismantled after the event or show organized by the Grantee;
- dig and/or modify the ground; or
- alter the structure and layout of the hired space.

### **2.5 Works and infrastructure**

The Grantee is under no circumstances authorized, except with the prior written consent of the ACO or CGO, to undertake worked aimed at :

- construct a building that cannot be dismantled after the event organized by CGO
- dig and / or modify the soil
- modify the structure and layout of the rented space

### **2.6 Publicity**

All advertisements and all advertising, promotional or public relations initiatives within or close to the Circuit, the Competitors area, the track, the village, the garage, etc. are subject to the ACO or CGO's prior written agreement, failing which financial penalties will apply.

### **2.7 Authorized Suppliers**

CGO shall provide the Grantee with a list of approved Suppliers, who are the only Suppliers authorized to provide services within the Circuit.

### **Clause 3: INSURANCE**

The Grantee must take out an insurance policy to cover the premises or entertainment space against fire and associated risks, in which it agrees not to exercise any remedy against the CGO or the owner of the premises. A valid liability insurance certificate must be provided and download before the registration closing date.

The Grantee agrees not to exercise any remedy against the CGO, ACO, the SSP ACO or the Syndicat Mixte des '24 heures' in the event of a loss, unless a loss arises as a direct result of intentional tort – as defined by Articles 1382 to 1384 of the Code Civil (French Civil Code) – on the part of one of these entities.

The ACO or CGO is relieved of any responsibility for any damages that the equipment, furniture, or various articles belonging to the Grantee may suffer. The Grantee must take out an insurance policy to cover its civil liability for any damage or loss suffered by a third party on account of its business and/or the products it distributes during the event.

#### **Clause 4 - CANCELLATION CONDITIONS**

##### **4.1 – Cancellation except Force Majeure cases**

The Grantee can cancel the Pitlounge booking, at no charge within 14 calendar days from the day following the date of order. This period starts from the day after the date the Team Representative receives his email confirmation of order. A withdrawal form is attached at the end of this agreement.

In case of cancellation within this period, a full refund of the amounts paid will be made.

**In case of a cancellation on the Team Representative's initiative after the above-mentioned 14 calendar days, the following provisions will be applied:**

- **Cancellation from 8 months before the 1st day of the event: 30% of the total amount ordered (including options) is retained.**
- **Cancellation from 4 months before the 1st day of the event: 60% of the total amount ordered (including options) is retained.**
- **Cancellation from 2 months before the 1st day of the event: 80% of the total amount ordered (including options) is retained.**
- **Cancellation from 1 month before the 1st day of the event: no refund will be made.**

The cancellation request must be made by registered letter with return receipt addressed to CGO, 2 avenue d'Hauouza, 72100 Le Mans – France. The date taken into account is the date of sending of the letter, postmark being taken as proof.

#### **22- 3 - Modification, cancellation or postponement by the organizer**

**Modification:** If circumstances require it, for example in the event of force majeure, natural disasters, adverse weather conditions, health problems (ex : epidemic and pandemic) or any other circumstances obliging it to do so, in particular those risking the Competitors' safety, or directives from the Automobile Club de l'Ouest or any other administrative or public authorities, CGO reserves the right to modify the practical procedures of the race, the start or finish time, which can lead to a modification of the entry and exit times of the Pitlounge without the Grantee being able to claim any compensation or refund.

**Cancellation / postponement:** If the race should be cancelled or postponed for a reason not included in clause 5, CGO will reimburse the full amount paid.

#### **Clause 5 – FORCE MAJEURE / WAIVER OF ANY RECOURSES**

**Cancellation / postponement:** If the rental or/and the race should be cancelled or postponed for any reason beyond the control of CGO including the characteristics of force majeure as defined by Article 1218 of the French Civil Code and by French case law such as for example: fire, strike, failure of a service provider working on the site, natural disaster, unfavorable weather conditions (ex: heat wave, storm, strong winds, etc.), health problems (ex: epidemic and pandemic), without this being restrictive, or directives from the Automobile Club de l'Ouest or any other administrative or public authorities, or any other circumstances obliging it to do so, in particular in the

case of situations or circumstances risking the Competitors' safety, **CGO may propose at its discretion, depending on the circumstances:**

- **the postponement of the rental with the proposal of a credit note on the Pitlounge reservation amount**
- **or the cancellation of the Pitlounge reservation with the full refund of the amount paid.**

In case of postponement of the rental with a proposal of a credit note, and if the Grantee refuses this postponement, the cancellation's conditions will be applied, namely the refund of the reservation.

In the event of force majeure preventing the rental, as specified in Article 1218 of the French Civil Code and by French case law, the Parties agree that the rental contract is terminated. The Parties will not be able to claim any compensation. The rental amount will be refunded. In case of an event which hinders the normal functioning of the activities of the ACO or CGO at the stage of the space provision, subject of this contract and/or the opening of the installations (fire, flood, interruption of energy supply, events, etc.), the Parties undertake to find an alternative solution such as postponing the provision, as soon as possible.

#### **Clause 6 – TERMINATION OF THE CONTRACT**

In the event of non-performance by the Grantee of one of its obligations provided for in this general conditions of Pitlounge Rental, and failing to remedy it immediately, CGO may, taking into account the short rental period as of right and without prior formality, with the exception of hand delivery to the Grantee notifying the grievances and the application of this clause, terminate the contract without prejudice to any damages.

#### **Clause 7 – NULLITY / ABSENCE OF NOVATION**

Should a clause of the present contract become null and void, the agreement and the other clauses shall remain valid.

In case that one of the parties has not required the full implementation of some clauses and / or provisions of the present agreement, this will not lead to any novation of the present agreement regarding these clauses and /or obligations which, unless there is a written derogation, shall remain entirely applicable.

#### **Clause 8 - PERSONAL DATA**

Please note that certain information is mandatory and necessary to carry out your process. The absence of a response to a mandatory field is likely to compromise the proper follow-up of your file.

The personal information communicated is recorded in a computerized file by CGO.

We will only process or use your data to the extent that this is necessary to contact you, process your requests, create and manage your user account, create and manage your access to our online services or carry out statistical studies.

Your personal information is kept for a period not exceeding 2 years, unless:

- You exercise your right to delete data concerning you, under the conditions described below;
- A longer storage period is authorized or imposed by virtue of a legal or regulatory obligation.

During this period, we settle all suitable means to ensure the confidentiality and security of your personal data, so as to prevent their damage, erasure or access by unauthorized third parties.

Access to your personal data is strictly limited to our staff and, where applicable, to our subcontractors.

The subcontractors in question are subject to an obligation of confidentiality and may only use your data in accordance with our contractual provisions and applicable law.

Apart from the cases set out above, we undertake not to sell, rent, transfer or give access to third parties to your data without your prior consent, unless we are forced to do so for a legitimate reason (legal obligation, fight against fraud or abuse, exercise of the rights of defense, etc.).

In accordance with the law "Informatique et Libertés" of January 6, 1978 as amended and European Regulation No. 2016/679 / EU of April 27, 2016 (applicable from May 25, 2018), you have the right to access, rectify, portability and erasure of your data or limitation of processing. You can also, for legitimate reasons, oppose the processing of data concerning you.

You can, subject to the production of a valid proof of identity, exercise your rights by contacting CGO on [contact@cgo-lemans.com](mailto:contact@cgo-lemans.com).

If you do not / no longer wish to receive our news and requests (by phone, SMS, post or email) and invitations, you can indicate this to us through the link reserved for this purpose, modify your choices by contacting us under the conditions mentioned above or, where applicable, by modifying the parameters of your online profile. The same applies if you do not wish to receive news, invitations or promotional offers from our partners.

For any additional information or complaint, you can contact the National Commission for Computing and Liberties (more information on [www.cnil.fr](http://www.cnil.fr)).

Finally, we inform you of the existence of the "Bloctel" telephone canvassing opposition list, on which you can subscribe (<https://conso.bloctel.fr/>).

#### **Clause 9 - FRIENDLY SETTLEMENT OF DISPUTES**

According to article L. 612-1 of the French Consumer Code "Any consumer has the right to resort free of charge to a consumer mediator for the amicable termination of a dispute between him and a professional. "

Disputes falling within the scope of Article L. 612-1 of the French Consumer Code are the disputes defined in Article L. 611-1 of the French Consumer Code, namely disputes of a contractual nature, relating to the fulfilment of a sales contract or supply of services, between a consumer and a professional.

For any difficulty, we invite you to contact us previously: Company CGO, Mr. GASNAL, 2 Avenue d'Haouza, 72100 LE MANS - FRANCE, Tel: 00 33 (0)2 43 21 13 24 , [course@24heuresvelo.fr](mailto:course@24heuresvelo.fr).

In the year following your request to our services, in application of article R. 616-1 of the French Consumer Code, you may have your request examined by a mediator, whose contact details are given below, bearing in mind that a dispute can only be examined, unless exception, by a single mediator:

**ATLANTIQUE MEDIATION CONSO**  
**Maison de l'Avocat**  
**5, mail du front populaire**  
**44200 NANTES - FRANCE**  
[consommation@atlantique-mediation.org](mailto:consommation@atlantique-mediation.org)  
[www.consommation.atlantique-mediation.org](http://www.consommation.atlantique-mediation.org)

You may, at your own expense, be assisted by a counsel.

#### **Clause 10 – ATTRIBUTION OF JURISDICTION**

The present rules are valid as general terms and conditions of sale and are governed by French law.

Any dispute pertaining to their binding nature, their interpretation, their validity will be put before the French courts, within the jurisdiction of Le Mans.

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**WITHDRAWAL FORM**

**(Cancellation of the registration within the 14 days following the order)**

For the attention of Claude Gasnal Organisation SASU, located at 2 Avenue d’Hauza, 72100, LE MANS, FRANCE, Tel: 00 33 (0)2 43 21 13 24, email: [contact@cgo-lemans.com](mailto:contact@cgo-lemans.com)

I / we (\*) hereby notify you that I / we (\*) withdraw my / our (\*) commitment relative to the Pitlounge rental reservation:

Ordered on: .....

Name: .....

Address: .....

Signature of team representative:

Date:

**(\*) Delete as appropriate**