

## **EXHIBIT A**

### **VIR Policies & Procedures**

**Alcohol** - Beer and wine are available for sale at our concession stands. Beer in coolers is permitted for individual consumption.

**Asphalt** - Do not pound stakes or make any holes in any asphalt surface. Do not paint any asphalt surface. Offenders will be held liable for all damages and may be ejected. Do not fuel cars on paved areas, except as permitted on pit road during racing competition. Any fuel spills on pit road must be immediately diluted with Cold Fire. If you must temporarily jack a vehicle on asphalt, you must have metal or wood under the jack and jack stands. **NO EXCEPTIONS!**

**Bicycles** - Children under 16 are prohibited from riding bikes, roller blades, skates, skateboards and scooters in the paddock during hot track hours. Children may be permitted to ride them at the end of the day if they do so safely.

**Camping** - Participants may camp at VIR only if the camper (motor home, tent or trailer occupant) pays VIR a camper's fee of \$35 per weekend per tent or \$50 per weekend per RV. Participants who have paid for camping will not be charged for the use of power. Further, camping will be allowed during Private Event evenings only if Renter pays VIR for overnight security. The amount of security needed for overnight camping is at VIR's discretion. Camping in any of VIR's buildings is forbidden. A Group Camping rate may be arranged, at VIR's discretion, if requested in advance by Renter. The premium RV spots in the South paddock are prioritized for Renters of the South paddock and their Participants during their Event. Also, the Renter reserves the right to rent all of the RV spots to create more paddock space.

**Campfires** - Campfires/Ground fires are not allowed. Fires must be contained in a portable and approved fire pit. Use of VIR Property as fire wood is prohibited.

**Cars & Motorcycles** – No one under 16 years of age may operate a car or motorcycle anywhere on VIR premises without VIR's prior written approval. In addition, anyone operating a car or motorcycle must have a valid operator's license and liability insurance, as required by Virginia law. There may be special exceptions to this rule for licensed racers and the Renter must notify VIR should it seek such an exception.

**Charitable Groups** – The primary charitable groups VIR works with are: Salvation Army, Ronald McDonald House, Boys and Girls Club, First Robotics and Wounded Warrior. If you are a charitable group that would like to propose a charitable event, please call Crista Walker at 434-822-7700 x116 to fill out a Charity Event Application.

**Children** - Children under 18 years of age must be closely supervised by a responsible adult.

**Cook Outs** - Individual cooking is allowed on a gas stove or on a grill in the paddock and at camp sites. Grills and pit cookers cannot be used to feed Participants or friends at an Event.

**Disposal of Waste Fluid and Environmental Debris** - Use of the waste drums is mandatory for used oil, antifreeze, brake fluid, and other polluting material. Spillage will not be tolerated and may result in ejection from the facility. Participants must remove all

used tires, batteries and unwanted parts. Environmental debris left behind will result in fines to the Renter.

**Electricity** – Any Participant wanting to use a VIR receptacle for electricity must pay a \$25 dollar fee per Event.

**False Grid and Pavilion** - Cars may not be worked on under the False Grid in the North Paddock. There is no parking allowed in the Pavilion outside the North Paddock without VIR's permission. Absolutely no jacks or jack stands are allowed in either location.

**Fences** - Do not climb fences or enter areas behind spectator fences without obtaining permission from VIR security or emergency personnel. Fence jumpers will be asked to leave the property.

**Fireworks** - Fireworks are prohibited anywhere on the grounds.

**Food & Beverage Service/Catering** - If you would like to arrange food and beverage service or catering for your Event, please contact Teresa King at 434-822-7700 x122. Only individual food service may be self-catered, and any self-catering of corporate events is prohibited unless arranged in advance and a self-catering fee is paid. Hospitality tents must also be arranged through VIR.

**Fuel** – The following octanes are available at the fuel island in the North paddock for credit card purchase only: 93 unleaded which may contain up to 10% Ethanol, 100 unleaded which may contain up to 10% Ethanol, 110 Leaded which is Ethanol Free, 112 Leaded which is Ethanol Free.

**Garages** - VIR has 18 Pit Road garages on site. Garages include the paddock space for one trailer to park directly in front of the reserved garage. The hospitality suite above each garage is available for an additional fee. For reservations, call 434-822-7700 x101. Storage of fuel inside the garages is prohibited.

**Gate Hours** - The main gate is generally open 24 hours. Trailers will not be allowed into the paddock before 5:30 p.m. on the day before your Event.

**Golf Carts** – Golf carts can be rented from the front desk of the Administration Building from the tentative hours of 9:00 a.m. to 4:00 p.m. Golf carts can also be reserved in advance by calling the VIR Operator at 434-822-7700 x300. Golf keys may be returned to the front porch of the Administration Building in the drop box located at the far right.

**Hotel** - VIR has 45 hotel rooms on site, as well as The Villas at South Bend. For lodging reservations, call 434-822-7700 x101. Note that Renter must publicize VIR on-site lodging in all its event materials.

**Karting** - VIR has on-site a 1/20-mile paved banked oval as well as a 5/8-mile paved natural terrain go-kart road course and 9hp go-karts. For information about renting the go-karts for your group, contact Patrick Eagan at 434-822-7700 x350.

**Lodging** - VIR offers a total of 62 guest rooms featuring: the Lodge (27 Rooms); Pit Road Rooms (18) and The Villas at South Bend (8 two-story Villas). For lodging

reservations, call 434-822-7700 x101. Or visit our website at [www.VIRnow.com](http://www.VIRnow.com).  
RENTERS ARE CONTRACTUALLY OBLIGATED TO LIST AND PUBLICIZE VIR  
LODGING IN ALL EVENT MATERIALS AND WEBSITE / REGISTRATION  
INFORMATION.

**Music** - Please be considerate of neighbors; do not play loud music.

**Noise** - Unmuffled engines must not be run between 8:00 p.m. and 8:00 a.m. Quiet hour is imposed on Sundays from 11:00 a.m. until 12:00 noon. The location and operation of any chassis dynos or similar equipment are subject to track approval.

**Off-Road Areas** - The off-road areas within VIR (including but not limited to rally stages behind and next to the go-kart track and trails below the South Paddock) must not be utilized by Participants without prior written approval of VIR. Vehicular traffic on grass around the track will be limited to necessary traffic. Violators will be asked to leave. Vehicles will not be driven on the grass around the Race Track Proper unless absolutely necessary and will not be parked at corner stations.

**Off-Road Vehicle Policy** - ATVs, golf carts and other off-road vehicles must be licensed by VIR upon the owner's payment of a fee: \$20 per event or \$50 per season. Track Renters can obtain a single license at no charge for one vehicle. Only licensed drivers may operate these vehicles. Children must not operate these vehicles at VIR. VIR maintains an impound area for unlicensed off-road vehicles. Off-road vehicles must be operated in accord with VIR's Off-Road Vehicle Policy. All off-road vehicles must have lights and scooters must meet the 21-inch seat height requirement.

**Patriot Course** - When the Patriot Course is in use in conjunction with the Full Course, vehicles must run clockwise.

**Pets** - VIR discourages bringing pets to the track. Pets will be allowed if they are leashed and cleaned up behind. Otherwise, VIR will find the owner and both will be asked to leave. Do not take leashed pets onto false grid or pit areas. Pets are also not allowed in any of VIR's buildings or concession areas.

**Pit Wall** – Painting or writing on pit lane and pit wall is prohibited.

**Photography** – All non-commercial photography is allowed at VIR for Public Events. If there is a Private Test at VIR, all photography rights are suspended unless there is written permission from VIR. If a member of the media or a professional photographer needs photography credentials, they should contact Crista Walker at least 2 weeks prior to an event at 434-822-7700 x116.

**Restaurant** - VIR offers a full service restaurant and bar within our 1840s plantation house. The Oak Tree Tavern is open for dinner 7 days a week starting at 5:30 p.m. Connie's Pub opens at 5:00 p.m. daily. Reservations are encouraged: 434-822-8605.

**Shipments** - Renter is responsible for shipments to VIR by its Participants.

**Showers** - The showers are located in the North Paddock main concession building restrooms, at the North Paddock grid barn, just outside the North Paddock entrance, and the South Paddock tech shed. Please be considerate regarding water use and do not waste water in any way.

**Smoking** - Smoking in VIR's buildings is strictly forbidden and will not be tolerated. Please place all extinguished cigarettes in the receptacles provided. Smoking is not permitted inside the "hot" fence of the track or on pit lane.

**Speed Limits** - Speed limit in the paddock is 15 mph. Speed limit on access roads is 25 mph. Do not test vehicles or bed brakes on infield roads.

**Suite Garages** – There is no fueling of any kind allowed in the garages. Any fuel stored in the garages will be removed at the owner's expense. Please use caution using jacks and jack stands to prevent damage to the floor.

**Tow Eyes** – It is strongly recommended (required for non street-legal cars) that all vehicles have at least two (2) easily accessible and usable tow eyes on the front and rear of the car. They must not protrude dangerously from the car, and they must be accessible without manipulation of the bodywork or panels. They should be strong enough to support the weight of the car. If no tow eyes are available, the towing crew will hook onto other areas that may cause damage to the car. The towing crew will not be held responsible or liable for that damage. Again, tow eyes are **STRONGLY RECOMMENDED**.

**Track Closing** - The track is closed to motorized traffic from 5:30 p.m. to 8:30 a.m.

**Trailer Drops** - On the day prior to your Event, trailer drops **MAY** be provided as a courtesy, at the track's discretion. Trailer drops are typically allowed from 5:30 to 6:30 p.m., but there are occasions when this is not possible, due to the day's rental. It is the Renter's responsibility to inform its participants of these restrictions. Participants will not be admitted if they arrive early.

**Vendors** – Any Track Vendors should contact Crista Walker at least 2 weeks before an Event at 434-822-7700 x116. Food Vendors must contact Teresa King at least 2 weeks prior to an Event at 434-822-7700 x122.

**VIPER** – The Chassis Dynamometer operated by Old Dominion University is available and located in the rear of the North Paddock. Contact Victor Seaber at 919-349-7510 or [aseaber@odu.edu](mailto:aseaber@odu.edu) for more information. The full-motion driving simulator and 8-post shaker rig for chassis setup and shock tuning, operated by Virginia Tech, is available in the Virginia Motorsports Technology Park. Contact Steve Southward at 434-766-6794 or [steve.southward@ialr.org](mailto:steve.southward@ialr.org) for more information.

**VIR Store** – The posted times are as the calendar warrants: Weekdays 10:00 a.m. to 2:00 p.m., Saturdays 10:00 a.m. to 4:00 p.m. and Sundays 11:00 a.m. to 3:00 p.m.

**VIR is a private facility and admission to VIR's property is permitted only with VIR's consent. General public access is restricted at all times.**