

## CONTINGENCY 101

There are 3 different types of contingency claim forms: One-Time Sponsor Registration Form, CMRA Claim Form, and Sponsor-specific Claim Form.

(The contingency claim forms are for claiming contingency awards only. They are not used to list your sponsors on results. There is a separate Sponsor List form for this purpose. The Sponsor List form may either be sent in with your pre-entry or turned in at Registration with your at-track entry.)

**1. One-Time Sponsor Registration Form.** This form is provided by some contingency sponsors and only needs to be filled out one time to register the rider in their program. Usually the rider mails it directly to that sponsor. Suzuki is an example of a sponsor that requires this sort of form. These forms are available in registration in the blue file box titled "Manufacturer Registration Forms." Often they are also available on the manufacturer's website and on the CMRA website. This form is required in addition to the CMRA Claim Form, which must be filled out at each race weekend.

**2. CMRA Claim Form.** This form is provided by the CMRA and lists all contingency sponsors offering awards at that time. It is updated before each race weekend if there are new sponsors since the last race weekend. This form is available in registration when signing up for race entries. If the rider has pre-entered, this form will be in the pre-entry folder.

In order to claim any contingency, the CMRA Claim Form must be filled out at each race event and turned in at tech when teching the motorcycle. Forms turned in after the bike has been teched will not be accepted. Tech must verify that each rider/bike is meeting the requirements of the contingency being claimed. The requirements for each sponsor are listed on the back of the CMRA Claim Form. It is the rider's responsibility to know the requirements and meet them.

**3. Sponsor-specific Claim Form.** In addition to the CMRA Claim Form, some sponsors require that the rider fill out the Sponsor-specific Claim Form. This type of form is available in a blue file box that can be found in registration on the forms table. The box is titled "Sponsor Contingency Claim Forms". Examples of sponsors requiring these forms are Dunlop, Pirelli, Silkolene, EBC, etc. These forms must be filled out at each race weekend and turned in to tech (with the CMRA Claim Form) when the bike is being teched. Tech must verify that all requirements are being met; therefore no claim forms will be accepted after the bike has been teched.

There is a separate sheet (Contingency Awards Sheet) that goes along with the CMRA Claim form and it lists the classes, awards and award type paid by each contingency sponsor. The CMRA Contingency Awards Sheet and CMRA Contingency Requirements Sheet are available on our website on the "Forms" page.

### **What Riders Must Do:**

1. Fill out all required claim forms clearly and completely. If the contingency sponsor can't read your information, you won't be receiving any awards.
2. Know and meet all requirements of each contingency sponsor that you are claiming.
3. Bring claim forms to tech when teching your motorcycle.
4. It is the rider's responsibility to fill out the forms, know and meet all requirements, and turn the forms in to tech at the correct time.

### **What CMRA Must Do:**

1. At the end of the race weekend, all claim forms are collected from tech.
  2. Each form is then verified with a copy of the weekend results.
  3. Copies of claim forms and results are then sent to each contingency sponsor.
  4. Bill Syfan is the contingency coordinator for the CMRA. If you have specific questions about your contingency, you can call Bill at 817-244-8552 or email him at [contingency@cmraracing.com](mailto:contingency@cmraracing.com).
- Most contingency sponsors require this information gets to them within 30 days of the race weekend. But keep in mind that once the contingency sponsors receive all of the paperwork from Bill, they must verify the forms and process their own paperwork before awards can be paid. All of this takes time. It is not unusual for it to take another 30 days from the time contingency sponsors receive the forms until the time they pay their awards.

Bottom Line: Every form has information on it about what to do and how to do it. If you want to claim contingency, get a copy of the forms you need and study them. It's your responsibility to know it and do it.