

Chapter IV.

Instructions and General Rules for the Entrant

This chapter contains rules for the presentation of Entries and guidance for the interaction between the Entrant and the Judges during the Judging process. Entrants are especially encouraged to familiarize themselves with the contents of this chapter.

A. REGISTRATION AND ENTERING THE CONCOURS

1. Entrant Spirit

The Entrant is the person who registers the Entry. The Entrant must be:

- a. An individual or joint title holder of the Entry, or;
- b. An employee of a business or institutional title holder of the Entry who has been assigned its regular use, or;
- c. A lessee of the Entry, or;
- d. An immediate family member of one of the above.

Under whichever of these categories the Entrant qualifies, ALL requirements of legal ownership or entitlement must have been met by the Entrant in his or her state or province of residence or in the state or province of the Entry's registration. If requested by a concours official, that ownership or entitlement must be proven by presenting either the Entry's title or registration. Dealers and professional restorers may register their personal Entries for judging; however, they, too, must be prepared to show title or registration documents, proving their ownership of the Entry.

The Entrant, or an immediate family member, must present the Entry for judging and answer the Judges' questions. In the historical spirit of Concours d'Elegance, Entrants must refrain from registering Entries solely for economic or commercial gain. "For Sale" signs will not be allowed.

At the discretion of the host club, Jaguar dealers and professional restorers may be encouraged to present new, rare, or historically significant Entries and register them for Display Only Division. Display Only Jaguars shall not be judged as part of the JCNA competition.

2. Entrant Requirements for Score Qualification

In order for Concours scores to qualify for year-end awards, the Entrant must be a member of a JCNA affiliated club or a Member-at-Large at the time the scores are earned. Non-JCNA members may enter JCNA concours and, at the host club's discretion, may be awarded JCNA trophies. However, their scores will not count towards Local, Regional, or North American championship points.

3. Registration Timing

Entrants are encouraged to register as early as possible. Early registration reduces paperwork and facilitates orderly planning for Entry placement and judging assignments.

4. Registration Cut-off and Late Entries

It is the Entrant's responsibility to be aware of, and adhere to, the published registration cut-off time. Neither the Concours Chairperson nor the Chief Judge is under any obligation to allow latecomers to compete. Certain venues will absolutely prohibit late entry. The Chief Judge has final authority and must weigh the potential safety hazards and inconvenience of moving one or more cars through a crowded judging area. When allowed, Entries granted late access, must be driven cautiously and escorted, on foot, by a safety observer.

5. Entrant's JCNA Number

Correct JCNA Membership Numbers are very important for crediting concours scores to the proper Entrant and Entry for the calculation of both Regional and North American Championship standings. Entrants will normally be asked to provide their JCNA Membership Numbers on the Concours Registration Forms. Use the name as shown on your JCNA Membership Card.

6. Score Sheet Verification

Prior to the commencement of judging, Entrants should fill in the required information at the top of each score sheet or verify that all pre-entered information is correct, including their JCNA numbers.

B. ENTRANTS DURING THE CONCOURS

1. Rags Down

Entrants will be reminded by the Concours Chair or Chief Judge to cease preparation of cars at a predetermined, published time, referred to as "rags down".

2. Score Sheets During the Concours

Except during the required initialing of Non-Authentic deductions, completed score sheets are not to be made accessible to Entrants, for any reason, on the day of the Concours. Entrants are also restricted from entering the scoring area.

3. Entrants Presence During Judging

It is the responsibility the Judging Team Captain to ascertain that the Entrant, or member of the Entrant's immediate family, is present while the Entry is judged.

4. Providing Documentation

If an Entrant anticipates that a Judge may question the authenticity of particular features or components of their Entry, that Entrant should, where feasible, bring official documents to validate those items. If there is some aspect of their Entry that is unusual or difficult to imagine being authentic, it is incumbent upon the Entrant to prove its authenticity beyond a doubt. If the Entrant does not provide a convincing document or explanation, the Judge is free to draw his/her own conclusion (see Appendix C).

C. PRESENTING THE JAGUAR FOR JUDGING - ALL DIVISIONS

1. Doors, Bonnets, and Boot Lids

The Chief Judge will decide and announce whether Entries should initially be presented with their doors, bonnets, and boot lids opened or closed.

2. Soft and Hard Tops, Windows, Tonneaus, and Boot Covers

Champion and Driven Division Entries with open or drophead configurations must have their soft tops erected when presented for judging. (Special Division Classes S1, S2 and S4 are exempt from this requirement.) Windows should be in the shut position and, where applicable, side curtains, tonneaus, and boot covers should be displayed nearby for judging. Hardtops, either factory optional or aftermarket, except as fitted to the XJS Cabriolet, are NOT acceptable for judging.

3. Floor Mats and Seat Covers

After-market floor mats and seat covers ARE NOT judged. Carpets, factory installed floor mats and primary seat coverings ARE judged. **Entrants should remove all floor mats and seat covers** in order for the judges to examine the authenticity, condition and cleanliness of the carpeting and seats.

4. Small Compartments

Gas cap lids, glove boxes, and similar covered compartments shall remain closed. The interiors of these compartments are not to be judged. The interiors of uncovered compartments, "cubbies" and under-dash shelves (as found on XK150s and Series 1 E-types and MK2s) are subject to judging.

5. Authentic Options

Authentic options are those items listed in Jaguar Parts Books or official Jaguar sales literature. Only written proof from those sources, from Jaguar Cars or from JCNA approved Judging Guides is acceptable. **Factory items offered as standard must be correct for the year and model presented** (see Appendix C).

6. Entrant Showmanship

- a.** No credit will be given or points deducted for an Entrant's showmanship in displaying the Jaguar, such as decanters, glasses, or flowers in vases on the trays of the saloon models, horizontal alignment of the word "Jaguar" on hubcaps or any other special efforts or displays.

- b. Factory shop manuals and spares catalogues, along with introductory advertising brochures, are not to be judged, although they may be used for authenticity reference.
- c. Entrants who wish to display previously won trophies must refrain from doing so until judging of their class has been completed. Trophies or awards won at the event may, at the Entrant's discretion, be displayed on the field after the awards ceremony.

D. PRESENTING THE JAGUAR FOR JUDGING - CHAMPION DIVISION

1. Tools and Owner's Manuals

Tools (if appropriate to that model), jacking equipment, associated rolls, pouches, and containers plus other factory original accessories (grease guns, tire pumps, etc.) must be displayed. **If tools were optional for the model, they need not be displayed; however, if they are displayed, they will be subject to judging.** Owner's Manuals and any associated stowage pouches or sleeves shall also be displayed for judging.

2. Spare Tire

Spare tires may remain in their normal stowed locations. Where necessary, the Judge will request that the spare tire cover be removed in order to compare the tire size, type and make/brand with the road tires and examine it and the wheel's condition and cleanliness. The judge may NOT request that the spare be removed to inspect the compartment.

E. PRESENTING THE JAGUAR FOR JUDGING - DRIVEN DIVISION **Engine verification**

Before formal Driven Division judging begins, the judges must verify that it has the proper engine.

F. PRESENTING THE JAGUAR FOR JUDGING - SPECIAL DIVISION **Fire Extinguishers**

All competition cars must be equipped with fire extinguishers.

G. ENTRANT - JUDGE INTERACTION

1. Responsibility

It is the responsibility of the Entrant to present an authentic well-prepared Jaguar; it is the responsibility of the Judges to recognize and confirm the Jaguar's authenticity. It is incumbent upon the Entrant to furnish proof of authenticity when the Judge questions any point of authenticity. The role of the Judge is not to prove the facts, but to assess the claim of authenticity, based on the evidence submitted.

JUDGES MUST REMEMBER THAT THEY ARE EVALUATING THE ENTRY, NOT THE ENTRANT.

2. Serious Entrants

A Judge must keep in mind that an Entrant in a Concours is generally very serious about the Jaguar being shown and should welcome the benefit of the Judge's knowledge.

3. Exterior Judge's Authority

The Exterior Judge has the authority to require the bonnet, doors, windows, and boot (depending on the Division) be opened or closed to properly evaluate fit and finish of bodywork.

4. Judge Touching the Jaguar

While judging is in progress, Judges are forbidden to touch the Jaguar without the Entrant's permission.

5. Required Conversation Between the Judge and the Entrant

Judge's questions may arise concerning originality or authenticity that **MUST** be discussed with the Entrant before finalizing the actual score sheet deduction.

6. Non-Authenticity Notification and Acknowledgement

- a.** Judges who believe a certain feature(s) or item(s) to be non-authentic **must inform the Entrant and allow the Entrant the opportunity to present documentation proving the authenticity of the feature or item being questioned.** If the Entrant does not or cannot prove authenticity to the Judge's satisfaction, the Judge must list each such feature or item, and its corresponding mandatory deduction, in the Non-Authenticity box of the score sheet and **HAVE THE ENTRANT INITIAL EACH ITEM.**
- b.** **Failure to inform the Entrant of a deduction and/or secure the Entrant's initials will result in the deduction being invalidated. If the Entrant chooses not to initial the deduction, the Chief Judge should be informed immediately.**
- c.** Refusal by the Entrant to initial a non-authentic deduction is grounds for the Entrant's disqualification. The Entrant's initials **do not constitute agreement** with the judge's assessment but **do acknowledge** that information regarding the deduction was received, and that the opportunity to document the authenticity of the item was given.

7. Extraneous Conversation Between the Entrant and the Judge

However well intended, Entrants must not initiate extraneous conversation with Judges during judging; such conversation slows the judging. Some Entrants may take every opportunity to try to "sell" the Entry to the Judge or to excuse the appearance of an item. Judges should politely caution assertive, outspoken, or persistent Entrants that they are disrupting and extending the process. If such behavior continues, judging of the Entry should be suspended and the Entrant's conduct reported to the Chief Judge.

8. Influencing Judges

If, during the concours, an Entrant, or a person acting on behalf of a particular Entrant, intentionally offers a Judge or Judges unsolicited information, or displays material that would clearly discredit a competing Entry, the Entrant in question will be disqualified.

9. Entrant Who Argues

Judges should avoid confrontations with an Entrant who is prone to argue about actual or perceived deductions. If the arguing persists, it should be referred to the Chief Judge; otherwise, the Entrant should be politely reminded of the prerogative to file a formal protest.

10. Judge's Decision is Final

The decision of the Judge(s) is **FINAL**. Judges should NOT be subjected to pressure because of his or her scoring assessment and application of the Concours rules.

11. Resolving Ties

JCNA accepts tie scores within a class. Re-judging is not required unless the judging team or the Chief Judge determines that circumstances warrant it.

H. THE ENTRANT AFTER THE CONCOURS

1. Reviewing the Jaguar with the Entrant

An Entrant who is seriously concerned and interested in improving his or her Entry and knowledge of the marque may request a Judge to review the Entry with them following the completion of the day's judging.

2. Leaving the Concours Field

Except in unusual circumstances, competing Entries should not be allowed to leave the Concours field until the conclusion of the Concours or until judging and scoring have been completed for the class in which the vehicles are entered. If an Entrant leaves the field prematurely (for whatever reason) and their Entry, or the entire class in which they were entered, requires re-judging, **they will be eliminated from the competition.**

3. Returning Score Sheets to the Entrant

The Entrant will be told his or her Entry's score but will not receive the score sheets at the end of the Concours day. The Concours Chair or Chief Judge **MUST** send the original score sheets to the Entrants, no later than 21 days after the Concours. Copies of the score sheets may be kept for club records.

I. COMPLAINTS AND PROTESTS

1. Protests

The protest process is intended to allow Entrants to question the manner in which their Entry was judged and/or the deductions made during the judging. Depending on its nature, the protest may be made on the day of the event or after the score sheets are returned, but no later than 45 days following the event.

2. Settling On-Site Complaints or Protests

If, during a Concours, an Entrant voices a protest or complaint relating to any aspect of the judging of the class or of his or her Entry, the Chief Judge and the Judges involved must strive to settle the issue courteously and fairly on-site, prior to the awards presentation. If warranted, re-judging the Entry, or the entire class, is an option. Local club procedures will prevail and the Chief Judge will make the final decision. Complaints

or protests that cannot be resolved may be dealt with through the Protest Procedures that follow.

3. Formal Protest

An Entrant's protest or judging dispute, that cannot be satisfactorily resolved at the local level, may be appealed to the JCNA Protest Committee for a decision.

4. Filing Protests

a. An Entrant's protest must be filed with the JCNA Protest Committee Chair within 45 days of the occurrence or it will not be considered. The address for the JCNA Protest Committee Chair is listed in the Jaguar Journal's Club Page and on the CONTACTS page of *www.jcna.com*

b. When an Entrant files the protest with the Protest Committee Chair, a copy must also be sent to the Chief Judge of the event. Following this procedure will help expedite the protest resolution process.

5. Concours Protest Committee and Unresolved Protests

Only the JCNA Protest Committee has the authority to rule on unresolved Entrant procedural or administrative protests. Only Entrant protests regarding scoring, procedural, and administrative problems will be considered. The Protest Committee cannot change the Judges' scores if a rule was not broken.

6. Protest Committee Responses

As soon as the Protest Committee reaches a decision, the Entrant filing the protest is notified of the ruling by e-mail (if possible), followed by a formal letter from the Protest Committee Chairman. If the ruling results in a concours score change, the person in charge of Concours Scores Recording will be notified. The Editor of the Jaguar Journal is also notified in order for the results of the protest to be published in the Journal.

7. Non-Entrant Questions

Any JCNA member (not participating as an Entrant or representing an Entrant) with a question regarding the conduct of a JCNA Concours or the application of Concours Rules, should address that question directly to the event Concours Chairperson or the Chief Judge. If the question is not answered to the member's satisfaction, it should be forwarded to the JCNA Vice President. The Vice President may answer the question directly or refer it to the appropriate committee for a response.

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