

CONTENTS

	Page
CHAPTER 1 - INTRODUCTION	3
Australian Council of Jaguar Club s (ACJC)	4
Jaguar National Rally	4
Purpose of the Rally Manual	4
ANNEXURE A. Jaguar National Rally Host Clubs Calendar	6
ANNEXURE B. Format for Club Acceptance Letter	7
CHAPTER 2 - ORGANISING A NATIONAL RALLY	8
Introduction	9
Mandatory provisions	9
Primary Considerations	9
Duties of the Committee	10
Miscellaneous Considerations	13
ANNEXURE A. Sporting Event Classes	15
ANNEXURE B. Perpetual Trophies	16
ANNEXURE C. Previous Recipients of Perpetual Trophies	18
CHAPTER 3 - CONCOURS d'ELEGANCE RULES	29
Preamble	30
Vehicle/Entrant Eligibility	30
Scoring Procedures	30
Trophies	31
Qualifications and Prohibitions for Judges	31
Field Protocol for Judges	32
Presenting an Open or Drophead Coupe for Judging	32
Protests and Procedures	32
Rules Change	32
Penalties	33
ANNEXURE A. Concours d'Elegance Entry Form	34
ANNEXURE B. Proof of Car's Identity Form	35
ANNEXURE C. Concours d'Elegance Judging Sheets	36

CONTENTS (cont'd)

	Page
CHAPTER 4 - CONCOURS d'ETAT RULES	45
Preamble	46
Conditions of Entry	46
Scoring Procedures	46
Trophies	47
Rules Change	47
ANNEXURE A. Concours d'Etat Entry Form	48
ANNEXURE B. Concours d'Etat Judging Sheets	49
CHAPTER 5 - JUDGING INSTRUCTIONS	54
Dealing with the Entrant	55
The Judge and the Car	55
Miscellaneous Judging Aids	56
CHAPTER 6 - JUDGE'S GUIDE	58
Authenticity Requirements	59
Exterior	60
Interior	61
Boot	62
Engine Compartment	63
ANNEXURE A. Original Equipment Tyre Sizes	65
ANNEXURE B. XK-Engine Cylinder Head Colours	67
ANNEXURE C. List of Authentic Colours	69

CHAPTER 1

INTRODUCTION

CHAPTER 1 - INTRODUCTION

Australian Council of Jaguar Clubs (ACJC)

The ACJC was formed in 1984-85 to promote communication and co-operation between the following Clubs:

- Jaguar Drivers' Club of Australia,
- Jaguar Drivers' Club Canberra,
- Jaguar Drivers' Club Hunter Region,
- Jaguar Drivers' Club Queensland,
- Jaguar Drivers' Club South Australia,
- Jaguar Car Club Tasmania,
- Jaguar Car Club Victoria, and
- Jaguar Car Club Western Australia.

The primary objectives of the ACJC are to:

- act as an advisory/liaison/co-ordinating body in running the National and international business of affiliated Clubs,
- promote camaraderie between Jaguar enthusiasts, and
- be the principal body for contact between affiliated Clubs and worldwide Jaguar distributors and manufacturers of Jaguar cars.

Jaguar National Rally

The Jaguar National Rally is held annually and hosted by ACJC member Clubs, with the exception of the Jaguar Drivers' Club Hunter Region. It is traditionally held over the Easter period but timing may be varied if agreed by the ACJC. The National Rally consists of a mix of social and competitive events which are aimed at showcasing the marque to the Jaguar movement and the general public, and providing a forum where like-minded enthusiasts can congregate and celebrate their passion.

The ACJC has overall responsibility for the Rally, including nominating the broad framework of events that must be conducted and determining the Concours and Sporting event rules. Conduct of the National Rally is franchised in turn to each of the participating Clubs as listed in ANNEXURE A to this chapter. Prior to receiving a mandate to conduct the Rally, the President of the Host Club and the Rally Director must sign an undertaking (refer ANNEXURE B to this chapter) to conduct it in accordance with the Policy and Rules contained in this Manual and to repay in full any loan made by the ACJC to help finance the event.

Purpose of the Rally Manual

This Manual provides the Policy and Rules which govern the conduct of the Rally. These mandatory requirements are aimed at ensuring consistency of events, judging, categories of vehicles (where applicable) and awarding of trophies from one Rally to the next. In addition, the Manual provides guidelines and advice for Rally organisers, based on the collective experiences of those who have recently been involved in running the event.

While this Manual attempts to cover all aspects of running the Rally, you should also consult the detailed reports that have been prepared by previous Host Clubs. In addition, the views and advice of those members of your Club that regularly attend the National Rally should be sought. This should provide a contemporary view of the do's and don'ts, particularly in discretionary areas of the event.

National Rally Report. Each Host Club is to prepare a National Rally report which is to be tabled at the general meeting of the ACJC following the Rally. As a minimum, the report should include a brief synopsis of each event, broad details of the financial outcomes for the Rally, a list of all trophy winners and any lessons learnt that may assist other Host Clubs in the future. The report should also be used to suggest modifications to this Manual.

ACJC National Rally Manual

Amendments. This Manual is an evolutionary document that should be reviewed regularly and updated as the need arises. Amendments to the Manual should be forwarded to the Secretary of the ACJC for consideration at the next Council meeting. However, amendments to Concours rules will only apply if they have been agreed by the ACJC more than six months prior to the conduct of the National Rally. In exceptional circumstances, this rule may be waved by the ACJC where it is considered that the amendment will not disadvantage competitors who have already commenced preparation of their cars based on the previous rules.

Annexures:

- A. National Rally Hosts
- B. National Rally Undertaking by the Host Club

JAGUAR NATIONAL RALLY HOST CLUBS

2000	Jaguar Drivers' Club Australia.
2001	Jaguar Car Club Victoria.
2002	Jaguar Car Club Tasmania.
2003	Jaguar Drivers' Club Queensland.
2004	Jaguar Drivers' Club Canberra.
2005	Jaguar Car Club Western Australia.
2006	Jaguar Drivers' Club Australia.
2007	Jaguar Drivers' Club South Australia.
2008	Jaguar Car Club Victoria.
2009	Jaguar Car Club Tasmania.
2010	Jaguar Drivers' Club Queensland.
2011	Jaguar Drivers' Club Canberra.
2012	Jaguar Car Club Western Australia.
2013	Jaguar Drivers' Club Australia.
2014	Jaguar Drivers' Club South Australia.
2015	Jaguar Car Club Victoria.
2016	Jaguar Car Club Tasmania.
2017	Jaguar Drivers' Club Queensland.
2018	Jaguar Drivers' Club Canberra.
2019	Jaguar Car Club Western Australia.
2020	Jaguar Drivers' Club Australia.
2021	Jaguar Drivers' Club South Australia.
2022	Jaguar Car Club Victoria.
2023	Jaguar Car Club Tasmania.
2024	Jaguar Drivers' Club Queensland.
2025	Jaguar Drivers' Club Canberra.
2026	Jaguar Car Club Western Australia.
2027	Jaguar Drivers' Club Australia.
2028	Jaguar Drivers' Club South Australia.
2029	Jaguar Car Club Victoria.

ACJC National Rally Manual

ANNEXURE B TO CHAPTER 1

Format for Club Acceptance letter

Jaguar Drivers' Club Canberra,
PO Box 4400,
KINGSTON. ACT. 2604

The Secretary
Australian Council of Jaguar Clubs
.....
.....

Dear Sir/Madam/Ms

JAGUAR NATIONAL RALLY

We refer to the subject event, and as the organising Club for 20XX hereby notify the Australian Council of Jaguar Clubs (ACJC) of our agreement to be bound by the Rules and Conditions as set out in the Jaguar National Rally Manual.

We note that our Club, to be eligible to conduct the Jaguar National Rally and be eligible for ACJC sponsorship, must conduct both divisions of the Concours and the Sporting event strictly in accordance with the rules in the Manual.

In addition, we agree to arrange public liability insurance covering all events at the 20XX National Rally and to indemnify the ACJC against any claims arising from the conduct of the Rally

We also agree to reimburse the ACJC any and all funds that may be advanced to us in the form of a loan. This will be done within one calendar month from the conclusion of the National Rally.

Yours Sincerely,

.....
Club President
dd/mm/yr

.....
Rally Director
dd/mm/yr

CHAPTER 2

ORGANISING A NATIONAL RALLY

CHAPTER 2 - ORGANISING A NATIONAL RALLY

Introduction

This chapter provides details of some mandatory elements that must be observed in the running of the Rally. It also outlines a suggested administrative framework that should be considered by Clubs in the initial planning stages. In addition, it contains a raft of tips and ideas that have been assembled from the collective wisdom of those who have been down the same path over a number of years.

Mandatory Provisions

Besides the agreed timing of the event there are three mandatory areas that are not to be varied by the Host Club. They are:

- the rules and provisions in this Manual governing the conduct of both divisions of the Concours and the Sporting event,
- the rules in this Manual governing awarding of perpetual trophies, and
- the timing of the Concours and Sporting events, ie the Concours must precede the Sporting event.

PRIMARY CONSIDERATIONS

Detailed planning by the Host Club should commence eighteen months to two years (in the case of some venues such as race circuits, the lead time may need to be longer) before the Rally is to be conducted. Early consideration needs to be given to:

- the composition of the Rally Committee,
- deciding the events that might be conducted,
- appropriate venues and programme of events,
- developing a timetable, and
- the desired financial result.

The Committee

Careful organisation is the key to a successful Rally and nothing can be organised without the right people. Consequently, the quality and dedication of the Rally Committee will largely determine the overall success of the Rally. The time and commitment required to organise and manage a multi-level event attended by several hundred people from most States of Australia and overseas should not be underestimated. Potential Committee members should be made well aware of the considerable time that must be devoted to successfully managing each of the primary areas of responsibility.

The first and perhaps most important step is the appointment of a Rally Director.

The Director must:

- possess management and organisational skills of a high order,
- be conversant with the general format and content of a National Rally,
- be able to devote a considerable amount of time and energy to the task over at least 18 months, and
- have attended at least one National Rally.

As a minimum, the Committee should consist of the Rally Director as chairperson and the following suggested members:

- Secretary,
- Financial Controller (Treasurer),
- Publicity and Promotions Director,
- Concours Director,
- Sporting Director,
- Social Director, and
- Staffing Director.

An Appendix is attached at the end of this Manual outlining a list of positions used, the associated job tasks related thereto and a timeline, as used in a previous National Rally.

DUTIES OF THE COMMITTEE

Rally Director

The Rally Director is responsible to the Host Club Committee for the overall running and success of the Rally. The Director must be able to recognise both the strengths and weaknesses of his team, and must be able to act quickly if any individual is not coping with the set tasks or meeting the necessary milestones in the timetable. He/she is also responsible for preparing the Rally report (refer Chapter 1). The report should include any suggested changes to this Manual that would benefit those conducting future Rallies.

Early in the process, the Rally Director must consider the following:

- Has the reporting structure and authority of the Committee been clearly defined by the Club executive?
- Are all Committee positions filled? How often and where should the Committee meet?
- Have event venues been decided? Have bookings and costs been confirmed in writing?
- Have individual and overall timetables (including critical paths) been prepared and are the milestones being met on time?
- Does each portfolio have a written plan with identifiable measures of progress and success? Is it being followed?
- Have contingency plans been developed for each event?

Secretary

The Secretary is responsible for the overall administration of the Rally, including the handling of all correspondence. It is strongly recommended that a computerised database be developed to manage registrations and event attendance lists. Some of the duties that should be attached to the Secretary's position are:

- collection, registration and distribution of all correspondence,
- mailing of correspondence and registration forms to Clubs and individuals,
- initial processing of all registration and entry forms,
- arranging public liability, etc insurance for the duration of the Rally,
- determining the form of personal identification and venue entry requirements,
- movement of perpetual trophies and selection and purchase of keepsake trophies (refer to the Trophies Section of this chapter for further advice),
- taking and distributing the minutes of Committee meetings, and
- maintenance and updating of the computerised database.

Financial Controller (Treasurer)

The Financial Controller is responsible for the financial aspects of the Rally, including budgeting, cash flow management, banking, payment of accounts, maintenance of financial records and preparation of a financial statement at the conclusion of the Rally. The Financial Controller should be responsible for:

- establishing and maintaining a separate Rally bank account which includes a separate cheque facility with a minimum of two signatories to jointly sign cheques,
- ensuring that EFTPOS/credit card facilities are available,
- co-ordinating the budgets for each portfolio and preparing an overall Rally budget and cash flow forecast,
- maintenance of a double entry financial accounting system,
- regular banking of cash, cheques and EFTPOS/credit card slips,
- regular comparisons of actual expenditure against the budget, and
- identification and on-going scrutiny of areas of high financial risk such as Rally regalia.

Publicity and Promotions Director

Sponsorship, advertising and National and international publicity are all important aspects of the Publicity and Promotions Portfolio. A successful financial outcome may well depend on the level of sponsorship and advertising revenue that can be generated. While it is prudent to withhold the publicity campaign until the previous Rally has been completed, it is essential that potential sponsors and advertisers be canvassed as soon as the Rally Committee is formed. Sponsors and advertisers involved with previous Rallies may be a good starting point, as are National companies that are in the general motoring trade. However, local businesses that may benefit in the short or longer term should also be carefully considered. There may also be sponsorship or advertising opportunities from members within the Host Club. Some of the duties of the Publicity and Promotions Director should be to:

- develop for consideration by the Committee, a range of unique Rally logos that will be used on written material and regalia NB: Any logo must be carefully designed not to infringe any trademarks of Jaguar Cars and approval should be sought in advance
- develop a unique theme for the Rally,
- prepare a draft portfolio budget for consideration by the Financial Controller and the Committee,
- canvass widely for sponsorship and advertising support,
- arrange for packages of promotional material to be distributed at the previous Rally,
- provide all Jaguar Clubs with promotional material soon after the previous Rally (consider a direct mail out to previous Rally attendees),
- design a unique Rally poster and consider publishing a Rally-oriented magazine which could be provided free to Rally participants but sold to spectators,
- prepare articles and seek publication in the motoring press, Club magazines, local and National press,
- seek television coverage at the Concours and Sporting events,
- seek radio coverage through talk-back and motoring-related segments,
- advertise the Rally on Jaguar-related sites on the internet and through National and international specialist magazines,
- seek support from local government and tourist organisations,
- develop a range of suitable regalia which is unique to the Rally, and
- notify staffing requirements to the Staffing Director.

Concours Director

The Concours Director is responsible for identifying suitable Concours venues and well-lit undercover wet-weather sites for Committee consideration and co-ordinating all aspects of the event. The Director must also be conversant with the mandatory National Concours rules detailed in later chapters of this Manual. Some early considerations must be booking of the selected venue(s), preparation of a draft budget, selection and training of judges and arranging suitable car preparation facilities (including provision of cleaning facilities and equipment) for interstate entrants.

Other aspects that the Concours Director must consider are:

- the route of any proposed Cavalcade, including negotiations with police and local government authorities;
- the possibility/practicality of charging the general public for admission to the Concours site;
- preparation of a draft portfolio budget for consideration by the Financial Controller and the Rally Committee;
- the layout and entry points for the Concours site and judging area;
- the order in which cars will be judged;
- equipment requirements, including arranging appropriate uniforms for the judges;
- appointing result teams and checkers, and arranging appropriate support equipment such as computers;
- appointment of a master of ceremonies and organising a suitable P/A system (including back-up);
- sales of spares and regalia, and seeking appropriate traders to offer their products or services on site for a fee (consider offering sponsors this opportunity for free);
- availability of public parking areas, toilets and catering facilities;
- notify staffing requirements to the Staffing Director;
- forwarding Concours entry forms to potential entrants; and
- provision of copies of their judging sheets to all Concours entrants as soon as practicable after the announcement of results at the Presentation Dinner.

Sporting Director

The Sporting Director is responsible for identifying suitable Sporting event locations for Committee consideration and overall co-ordination of the Sporting event. It is essential that the type of Sporting event and the location are selected as early as possible and booked due to the popularity of such venues. It is preferable that the event should, as a minimum, be a regularity run on a sanctioned race circuit. However, where this is not possible, a motorkhana or hill-climb may be substituted. These events must be designed to produce winners based on regularity over at least two runs of a selected course. This allows all entrants an equal opportunity to win a trophy. ANNEXURE A lists the model groupings to be used for trophy presentation purposes. Where there are less than three cars in a class, they may be amalgamated into a suitable grouping at the discretion of the Host Club .

In addition, the Sporting Director must consider the following:

- preparation of a draft portfolio budget for consideration by the Financial Controller and the Rally Committee;
- CAMS permit and licensing requirements, and appropriately qualified officials;
- supplementary regulations;
- scrutineering personnel and facilities;
- timing equipment and personnel;
- ambulance/medical requirements;
- towing/recovery vehicles,
- equipment requirements, eg communications equipment including a P/A system, flags, fire extinguishers, witches hats, spare helmets;
- car numbering requirements;
- staffing requirements which need to be advised to the Staffing Director; and
- catering, toilet and parking facilities.

Social Director

The Social Director position is probably the most onerous because it can involve organising at least four events, ie evening events on the first three nights of the Rally and a farewell breakfast/brunch. To lighten the load some Rallies have utilised a separate person for each event, a total of four in all. The Rally Committee should consider early identification of the events to be conducted and the appointment of Assistant Directors to help with planning and organising each activity. Under this scenario, the Social Director would primarily be the events co-ordinator while retaining responsibility for:

- providing the Rally Committee with options for the various social events,
- preparation of a draft portfolio budget for consideration by the Financial Controller and the Rally Committee,
- ascertaining lead times for bookings,
- arranging food and drink catering,
- determining minimum and maximum booking requirements,
- arranging transport to and from venues,
- determining dress requirements,
- arranging guest speakers and masters of ceremony, and
- notifying individual event staffing requirements to the Staffing Director.

Each Assistant Director would be responsible for the detailed planning and management of their event. Primary considerations would be food and beverage menus, P/A requirements, decorations and table arrangements, place and menu cards, entertainment, child minding indoor car displays and guest parking.

Staffing Director

The organisation and management of staffing resources is one of the most important jobs on the Rally Committee. Large numbers of volunteers will be required to act as receptionists, traffic and people controllers, money collectors, scorers, meeters and greeters, regalia sales staff, equipment movers, ticket checkers,

ACJC National Rally Manual

scrutineers, time-keepers, grid marshals, etc. It is imperative that the Staffing Director is a longer standing Club member with an extensive knowledge of the membership and their individual capabilities.

The Staffing Director may have little need to be involved in the initial planning of the Rally but will be indispensable once staffing requirements have been determined and the events are drawing closer. Seeking out volunteers for the myriad of diverse tasks should be an ongoing search which commences as soon as the Staffing Director is appointed.

MISCELLANEOUS CONSIDERATIONS

The following items are more of a general nature and need to be considered by the full Rally Committee:

- Whilst it is necessary for a Cavalcade to be held to the Concours site to ensure compliance by Concours entries with the Rules, it is also desirable that a motorcade be held on route to the Concours site for other Rally participants. They are a great promotional activity and are popular with both the public and participants but will usually require the co-operation of local government authorities and the police. However, if the route will not allow the motorcade to proceed uninterrupted and in an unbroken line, then it should be abandoned. Where a motorcade is held, entrants in both divisions of the Concours must participate to be eligible for judging.
- Vehicles entered in either division of the Concours are not to be afforded any special publicity prior to judging. This includes advance publicity or promotional activity, preference in terms of display on the day, announcements at functions or introductions through the PA system.
- Any special interest vehicles which do not belong to a Jaguar Club member, or a special guest who is not a member of a Jaguar Club, is not eligible to compete in Concours or Sporting events.
- All trophies should be presented at the Rally Presentation Dinner on Sunday night.
- Promised assistance, services and costs should be confirmed in writing with sponsors, advertisers, hotels/motels, venue management, etc. Verbal agreements are easily forgotten and difficult to enforce
- Additional activities such as visits to tourist attractions, shopping trips, visits to theme parks, etc should be considered for family members of participants while the latter are involved in the Concours or Sporting events.
- A Post Rally tour of nearby attractions should be contemplated for interstate visitors. It is advisable that the organisation and leadership of the tour be allocated to a person(s) external to the core Rally Committee
- Consider inviting a special guest as an added attraction for the Rally. Significant personalities with a Jaguar heritage or close connection to the marque are likely candidates. Sponsorship for such guests may be available from the ACJC.
- Ensure that every venue is carefully inspected before the event by key organisers and officials to familiarise themselves with the layout and surrounds.
- Registrants should be provided with as much information as possible about the Rally, its format, functions and rules well before the event. The information package should include brochures from the local tourism authorities and advice on accommodation.

Rally Headquarters and Accommodation

There is a need to provide a focal point and reception/registration centre for Rally entrants. Consequently, selection of a suitable Rally headquarters should occur early in the planning process. The most suitable headquarters have proven to be hotels or motels with separate function and/or reception areas. Suitable establishments should be approached with a view to obtaining reduced rates for bulk booking of rooms, holding at least one Rally function on-site and having the use of a reception area to welcome participants on the first day of the Rally.

Experience suggests that involvement in accommodation should end with endeavouring to obtain favourable rates for participants at the Rally headquarters and perhaps one or two other establishments of varying standards.

ACJC National Rally Manual

Handling bookings and arranging accommodation is an onerous, time-consuming task that is best left to those in the business.

Trophies

To be eligible for a trophy at the National Rally, participants must be a financial member of a Club affiliated with the ACJC and one of the registered owners, recognised user or member of the family of the registered owner or recognised user of the vehicle entered in a competition.

The standard of trophies should be in keeping with the National status of the event. Consequently, a large proportion of the funds provided by Jaguar Australia through the ACJC should be directed to the purchase of trophies. Earlier in this chapter, it is suggested that the responsibility for trophies should be a task for the Secretary. However, due to the size of the task which involves collection of the perpetual trophies and ensuring they are presentable, deciding on the type of keepsake trophies, purchasing the trophies and arranging engraving, it may be preferable to allocate this task to another member with that responsibility. The Secretary could then be responsible for co-ordinating and managing the process.

Arrangements should be made to engrave all trophies prior to the Presentation Dinner. Particular attention needs to be given to correctly naming the winners, recognising that the vehicle might have been entered in the joint names of a couple. Once engraved, the identity of the recipient should be protected until the trophies are presented. However, prior to engraving, consideration should be given to displaying the trophies at the events as a means of adding interest and as a public relations exercise.

Collection of the perpetual trophies has been a difficult task in the past as they are likely to be distributed throughout the country. Therefore a new procedure has been implemented with the trophies being housed with the JCCV between Rallies. The basis of that arrangement is being decided separately and will be incorporated in this document once approved. Experience suggests that the trophies will need cleaning and may need some minor repair. A list of the perpetual trophies, their purpose and previous recipients are detailed in ANNEXURE B and C to this chapter.

Rally Regalia

Regalia provides a memento of the Rally for participants. Many regular Rally attendees have a jacket to which patches have been sewn and serious consideration should be given to the inclusion of such a patch. It can also be a source of revenue if Rally-specific items are sold during the event although unsold items at the conclusion of the Rally have very little value. Therefore, the products and numbers of each item purchased need to be carefully considered. The experience of Clubs that have conducted recent Rallies should be sought as to the types of products that were popular and numbers sold. One method of adding some stability to sales is to encourage pre-ordering of regalia with registration. This will allow time to adjust orders and avoid a large over- or under- supply.

T-shirts, windcheaters and caps are always popular, while jackets and engraved glasses could be offered in small numbers. Consideration should also be given to including the normal range of the Host Club's Regalia, including generic Jaguar items such as key rings, cups, umbrellas, etc.

Post Rally Tour

The following are suggested guidelines when planning the Post Rally Tour.

Using a Map plan the Post Rally Tour at home first.

This way you can check distances, both daily and total, and whether there might be any attractions at or near towns that would therefore encourage you to stay there overnight.

- Time-frame recommended is from Monday lunch/early afternoon, following the finish of the National Rally, through to/including Saturday lunch. This allows many of the entrants to use Saturday afternoon/Sunday to return home.
- Try to finish the PRT in a location that makes it easy for entrants to commence the journey home.
- Distance travelled should be such as to encourage and accommodate the older model Jaguars.

ACJC National Rally Manual

- Aim for an average no more than 200km per day with a suggested daily maximum distance of 250km (it is a Tour not a marathon). In this way average driving each day is probably no more than 3 hours (absolute maximum any one day of 4 hours). Otherwise entrants are in their cars for long periods instead of looking and mixing.
- Suggested maximum PRT distance of 1,000km.
- Should be on tar-sealed roads.
- Accommodation should be no less than 3 star rating whilst remembering that the higher the rating the greater the cost.
- Consider that it might not be necessary to have morning and afternoon tea, and/or three courses at every dinner, thereby avoiding the weight challenge whilst also containing costs.
- When first organising accommodation, attractions and meals etc. obtain prices and contact names in writing. It will save a lot of problems later.
- Be conscious that deals are available for groups. Don't take the first offer.
- Strive to find places where it is possible to have all entrants in one accommodation place only.
- Supply an initial information sheet to entrants with contact phone number(s) so they can ring somebody in the event of a breakdown.
- Supply a list of all PRT entrants to each car including mobile numbers if feasible. This helps people to get to know each other and gives them options in the case of an emergency.
- Provide explicit instructions to entrants with maps if necessary/desirable together with pamphlets of attractions etc.
- Final check of route should be done no earlier than one month before the PRT and preferably about a fortnight in advance.
This maximises the chances of catching any variations on the route before you actually commence the PRT but also gives time to amend any instructions if necessary.
- At this time, confirmation of accommodation, attractions and meals to be completed and prices should be undertaken.
- Total PRT cost should include all accommodation, admission costs to attractions and where possible all meals excluding alcohol (not everyone partakes). This enables people to have a fuller idea of total cost of the Tour. It also helps to keep the participants together rather than having them wander off to do their own thing.
Having said that it might sometimes be desirable to have free time on a day and let people get their own lunch, providing they are in a location where they can readily obtain food.
- Tour organisers should do a head-count at the end of each day to make sure all entrants have arrived safely.
- Encourage different seating groups at meals so cliques don't develop and the widest possible interaction can occur.
- Maybe include an observation test one day, perhaps early in the event. This can help develop the sense of oneness as couples "compete" in a friendly way with each other.
- A trivia night can be run to help entertain participants.
- Give small free handouts at the start on some days.

ACJC National Rally Manual

Suggested Average Daily Budget per person (based on 2005 prices):

Accommodation	\$45 (\$90 per couple)
Breakfast	\$15
Lunch	\$20
Dinner	\$35
Entrance fees etc	\$15
Administration	<u>\$10</u>
	<u>\$140 pp per day = \$700 per tour</u>

Annexures:

- A. Sporting Event Classes
- B. Perpetual Trophies
- C. Previous Recipients of Perpetual Trophies

SPORTING EVENT CLASSES

- A.** - Pre War Saloons, SS90, SS100, Mark 4 and Mark 5.
- B.** - MK 7, MK8, MK9, MK10 and 420G.
- C.** - XK 120, XK140, XK150, C-Type & D-Types, XKSS and E-Type.
- D.** - MK 1, MK 2, 240, 340, S-Type and 420.
- E.** - Series 1, 2 and 3 XJ6 and XJ12.
- F.** - XJS.
- G.** - XJ40, X300, XJ8, XJR, XK8, XKR, S-Type (new), X-Type.
- H.** - Jaguar engined sports racers, specials and replicas.

Notes:

1. The above classes include Daimler equivalents.
2. No car is eligible for more than one class.
3. The class list is the minimum required.
If entries for a particular class are large, the Host Club may increase the number of classes.

PERPETUAL TROPHIES

Sir William Lyons Trophy

Awarded to the outright winner of the Concours d'Elegance event at the National Rally.

Lofty England Sporting Trophy

Awarded to the highest placed sports car in the Concours d'Elegance event at the National Rally.

Coventry Jaguar Spares Trophy

Awarded to the most desirable car in the Concours d'Elegance event at the National Rally on the basis of a decision made by the Organising Committee.

Jaguar Cars Aggregate Point-Score Trophy

Awarded to the entrant with the best overall points scored, whilst using the same vehicle, in the Concours d'Elegance and Sporting events at the National Rally. In the case of family entrants, only the results of the one nominated driver can be considered for the aggregate trophy. The points score is to be calculated by adding points scored in the Concours d'Elegance to a nominal point-score for the Sporting event. The Sporting event point-score is calculated by taking from the highest scoring car in the Concours d'Elegance one point for every 1/100th of a second difference between the two timed laps or groups of timed laps of the entrant.

Terry Kelly (Memorial) Age/Distance Trophy

Awarded to a Rally participant whose vehicle was driven to the Rally site from the home location. The winner shall be the participant with the highest score when the distance travelled in kilometres is multiplied by the age of the car. The distance travelled is to be calculated by taking the shortest distance between the GPO of the city/town departure point where the participant resides and the Rally venue using bitumen roads. The age of the vehicle is taken from the date of manufacture in years and months. If there is a tie between vehicles driven from the same destination and built in the same month and year, the vehicle with the earliest chassis number is to be declared the winner.

Ron Campbell (Memorial) Trophy

Awarded to the highest point-scoring SS car (saloon or sports car) or Classic Jaguar (Mark 4, 5, 7, 8, or 9, XK120, 140 or 150) **in the National Concours d'Elegance**

Tony Reilly (Memorial) Sporting Trophy

Awarded to the outright winner of the Sporting event at the National Rally.

Brysons Concours Team Trophy

Awarded to the Club achieving the highest total of points for the three best-scoring cars in the Concours d'Elegance event at the National Rally. In the event that there are no Clubs that enter three cars then the trophy shall not be awarded.

ACJC National Rally Manual

Jaguar Car Club Tasmania Team Sporting Trophy

Awarded to the Club with the lowest aggregate score for three road-registered Club cars in the Sporting event at the National Rally. In the event that there are no Clubs that enter three cars then the trophy shall not be awarded.

As an alternative, Host Clubs are strongly encouraged to run a separate interstate relay for this trophy.

If it is decided that such an event will be run the relay is to be conducted as follows:

- An official from each Club nominates a team of three road-registered Jaguars from the Club and a runner to the Clerk of Course prior to completion of the regularity event.
-
- The three cars are to assemble in pit lane. The first car is to complete two laps from a standing start and park within an imaginary garage designated by witches hats. A penalty of 5 seconds is to be imposed if the car contacts a witches hat or fails to park completely within the garage. When the first car is completely stationary within the garage, the designated runner is to leave the specified point, run to the car and touch it, then run to the second car on the dummy grid and touch it. This is the signal for the second car to start.
-
- The second car and runner repeat the procedure which culminates in the third car entering the circuit. The third car also completes two laps but with a flying finish. The team with the lowest aggregate time is the winner.

Dawes Underwriting Trophy (discontinued 2004)

This is an encouragement award which is made to a first time participant in a National Rally. The trophy is awarded for the best aggregate result in the Concours and Sporting events. If the criteria cannot be met, then the trophy may be awarded to a first time participant with the highest point score in the Concours d'Elegance. If there are no eligible participants, then the criteria should be applied to the Concours d'Etat.

ACJC Concours d'Etat Trophy

Awarded to the outright winner of the Concours d'Etat.

ACJC Concours d'Etat/Sporting Event Trophy

Awarded to the entrant with the best overall points score, using the same vehicle, in the Concours d'Etat and the Sporting events at the National Rally. In the case of family entrants, only the results of the one nominated driver can be considered for the aggregate trophy. The points score is to be calculated by adding points scored in the Concours d'Etat to a nominal point-score for the Sporting event. The Sporting event point-score is calculated by taking from the highest-scoring car in the Concours d'Etat one point for every 1/100th of a second difference between the two timed laps or groups of timed laps.

Sir Nick Scheele Trophy

Awarded to the highest placed car in the Concours d'Elegance event at the National Rally which was built during the lifetime of Sir William Lyons.

Ian Cummins Trophy

Awarded to the Best Presented Car on Display at a National Rally but not entered into Concours d'Elegance or Concours d'Etat. Judging is to be made by a panel of one representative from each State/Club, preferably being the ACJC delegate if present. The winner must be a current member of an ACJC affiliated Club.

ACJC National Rally Manual

T.B.A. ?

Awarded to the Jaguar car judged to be the most desirable car as determined by the Rally Committee.

Andrew Whyte Jaguar Journalistic Award

Awarded annually to a non-regular unpaid contributor who is a member of a Club affiliated with the ACJC, for the best story or photograph published in "The Jaguar Magazine" in the calendar year prior to the National Rally. The award is judged by the delegates of the Clubs to the ACJC.

Jaguar World - Paul Skilleter Journalistic Award

Awarded annually to a Club member for the best article or photograph published in the magazines of the Clubs affiliated with the ACJC in the calendar year prior to the National Rally. The award is judged by the delegates of the Clubs to the ACJC.. The award includes a one-year subscription to "Jaguar World" provided by Paul Skilleter or, in the event that is not possible, then it will be provided by the ACJC.

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

SIR WILLIAM LYONS TROPHY

(Outright Winner of the National Concours d'Elegance)

Inaugurated 1976.

1976	Dianna Du Cross	E Type	JDCA
1977	Geoff Sara	420G	JDCA
1978	Stuart Holberry	MK 5	JCCV
1979	John Ratter	E Type	JDCA
1980	Ivan Cook	XJ6	JDCSA
1981	Ian Cummins	D Type	JDCA
1982	Bryan White	240	JDCA
1983	Keith Berryman	D Type	JDCA
1984	Graeme Lord	XJ6	JDCA
1985	Graeme Lord	XJ6	JDCA
1986	Noel Roscrow	SS100	JDCSA
1987	Ron Campbell	MK 2	JDCA
1988	Berryman	D Type	JDCA
1989	Graham Smallwood	XJC	JDCA
1990	Bob Dainton	MK 5	JCCWA
1991	Peter Henderson	XK 150 OTS	JDCA
1992	Bill Koppe	XK 150 DHC	JDCA
1993	Robert Clare	XK 140 OTS	JDCA
1994	Philip West	XK 120 OTS	JCCV
1995	Tony Herald	XJS	JDCQ
1996	Ken Graham	XK 140 DHC	JDCA
1997	Philip West	XK 120 OTS	JCCV
1998	Robert Clare	XK 150S OTS	JDCA
1999	Ken Partington	E Type	JDCSA
2000	Lance Dowle	XJ8	JDCA
2001	Philip West	XK 120 OTS	JCCV
2002	Tony Robinson	E Type S1 FHC	JCCV
2003	David McKnight	X300 Sport	JDCQ
2004	Ken and Christine White	XK140 OTS	JDCA
2005	Brian Bult	XK120 OTS	JCCWA
2006	Michael & Pamela Pain	XK150S OTS	JDCA
2007	Chris Lake	E Type S1 Roadster	JDCSA
2008	Eldon Smith	SS1 1934	JCCV

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

LOFTY ENGLAND SPORTING TROPHY

(Highest Placed Sports Car in the National Concours d'Elegance)

Inaugurated 1982.

1982	Ian Cummins	D Type	JDCA
1983	Berryman	D Type	JDCA
1984	Noel Roscrow	SS100	JDCSA
1985	Chris Morton	E Type	JDCA
1986	Jim Byrne	E Type	JDCA
1987	Bill Mayman		JDCSA
1988	Keith Berryman	D Type	JDCA
1989	Victor Waterhouse	E Type	JDCA
1990	Alf Barbagello	E Type	JCCWA
1991	Peter Henderson	XK 150 OTS	JDCA
1992	Bill Koppe	XK 150 DHC	JDCA
1993	Robert Clare	XK 140 OTS	JDCA
1994	Philip West	XK 120 OTS	JCCV
1995	Mark Haywood	XK 150 OTS	JDCA
1996	Ken Graham	XK 140 DHC	JDCA
1997	Philip West	XK 120 OTS	JCCV
1998	Robert Clare	XK 150S OTS	JDCA
1999	Ken Partington	E Type	JDCSA
2000	Ron Sebbens	E Type	JDCA
2001	Philip West	XK 120 OTS	JCCV
2002	Tony Robinson	E Type S1 FHC	JCCV
2003	Ken and Christine White	XK140 OTS	JDCA
2004	Ken and Christine White	XK140 OTS	JDCA
2005	Brian Bult	XK120 OTS	JCCWA
2006	Michael & Pamela Pain	XK150S OTS	JDCA
2007	Chris Lake	E Type S1 Roadster	JDCSA
2008	Timothy Maslin	XK8 1999	JCCV

Eligible Cars

The following Jaguar engined and bodied cars are eligible for this award:

- SS90 and SS100.
- All XKs.
- All E Types.
- C and D Types.

The XJS is not defined as a sports car for the purposes of this award (source - Lofty England).

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

COVENTRY JAGUAR SPARES TROPHY

(Most Desirable Car of the Day in the National Concours d'Elegance)

Inaugurated 1976. Known as the Bryson Trophy for Most Desirable Car until 1982.

1976	H Troost	XJ6	JDCA
1977	Chris Edwards	XK 140 OTS	JDCA
1978	Ivan Cook	XJ6	JDCSA
1979	John Goddard	D Type	JDCA
1980			
1981	Ian Cummins	D Type	JDCA
1982	Tony Armstrong	XK 150 DHC	JDCQ
1983	Dean Wills	MK 5 DHC	JDCA
1984	Walter Hunter	E Type	JCCWA
1985	Noel Roscrow	SS100	JDCSA
1986	Jim Byrne	E Type	JDCA
1987	Jim Byrne	E Type	JDCA
1988	Ivan Stephens	SS DHC	JCCV
1989	Peter Straus	XK 140	JCCV
1990	Peter Briggs	E Type Lwt	JCCWA
1991	Alan Michael	Lister XJS	JCCV
1992	David Owen	XJS Le Mans	JDCQ
1993	Trevor Burgess	E Type	JCCV
1994	Robert Clare	XK 150S OTS	JDCA
1995	Fred Haughtey	MK 5 DHC	JDCQ
1996	Mark Haywood	XK 150 OTS	JDCA
1997	Greg Jones	XJC	JDCA
1998	Peter Briggs	D Type	JCCWA
1999	Stephen Bond	XJ220	JDCSA
2000	Greg Jones	XJC	JDCA
2001	David Laird	XK120	JCCV
2002	Bill Coombs	XK140 SE FHC	JCCV
2003	Ken & Christine White	XK140 OTS	JDCA
2004	Michael & Pamela Pain	XK150S OTS	JDCA
2005	Not awarded		
2006	Michael & Pamela Pain	XK150S OTS	JDCA
2007	Not awarded		
2008	Not awarded		

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

JAGUAR CARS TROPHY

(Best Aggregate Points scored in the Concours d'Elegance and Sporting Events)

Inaugurated 1976. Known as the Leyland Australia Aggregate Points Trophy until 1985.

1976	J Hampel	XJ6	
1977	Allan Pring-Shambler	MK 2	JDCA
1978	Richard Hubbard	MK 4	JCCV
1979	Jim Byrne	E Type	JDCA
1980			
1981	G Ballinger	XJS	JDCQ
1982			
1983	Bryan White	240	JDCA
1984	Bill Meeke	MK 2	JCCWA
1985	Graeme Lord	XJ6	JDCA
1986	Ivan Stephens	SS 1	JCCV
1987	Jim Byrne	E Type	JDCA
1988	J Carter	E Type	JDCQ
1989	Ron Campbell	MK 2	JDCA
1990	Jim Percival	420G	JCCWA
1991	Brian Jenkins	XK 120 DHC	JCCV
1992	Geoff Leake	XK 120	JCCV
1993	Tom Giles	420G	JDCA
1994	Ken Muir	XK 120	JCCV
1995	Tony Herald	XJS	JDCQ
1996	Philip West	XK 120 OTS	JCCV
1997	Philip West	XK 120 OTS	JCCV
1998	Brian Bult	XK 150	JCCWA
1999	Philip West	XK 120 OTS	JCCV
2000	Tony Herald	XJS	JDCQ
2001	Philip West	XK 120 OTS	JCCV
2002	Lee Thomas	E Type S1 OTS	JDCC
2003	Brian & Diana Hogan	E Type S2 FHC	JDCA
2004	Brian & Diana Hogan	E Type S2 FHC	JDCA
2005	Brian & Diana Hogan	E Type S2 FHC	JDCA
2006	Tony Herald	XJS	JDCQ
2007	Not awarded		
2008	Tony Herald	XJS	JDCQ

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

TERRY KELLY MEMORIAL AGE/DISTANCE TROPHY

(Award based on the combination of age of a car and the distance it was driven to the National Rally)

Inaugurated 1977. Known as the Jaguar Drivers' Club of Canberra Age/Distance trophy until 1984.

1977	Nicholas Pusenjak	MK 4	JCCWA	Perth - Canberra
1978	David Jewell	XK 120	JCCWA	Perth - Albury
1979	John Collins	MK 7	JCCWA	Perth - Sydney
1980				
1981	Ron Campbell	SS 1	JDCA	Sydney - Gold Coast
1982				
1983	John Collins	MK 7	JCCWA	Perth - Albury
1984	Ian Cummins	Turbo XK 120	JDCA	Sydney - Perth
1985	Don Stevens	MK 5	JCCWA	Perth - Wollongong
1986	Nev & Di Martin	Alloy XK 120	JCCWA	Perth - Adelaide
1987	John Morgan	MK 2	JDCQ	Qld - Tas
1988	Ivan Stephens	SS 1	JCCV	Melbourne - Gold Coast
1989	Stuart Holberry	MK 5	JCCV	Colac - Canberra
1990	Ivan Stephens & John Clucas	SS DHC SS Saloon	JCCV JCCV	Melbourne - Perth Melbourne - Perth
1991	John Smith	XK 140 Coupe	JCCWA	Perth - Melbourne
1992	Ivan Stephens & John Clucas	SS DHC SS Saloon	JCCV JCCV	Melbourne - Sydney Melbourne - Sydney
1993	Clyde Prosser	MK 2	JCCWA	Perth - Adelaide
1994	Robert Smith	XK 140	JDCSA	Adelaide - Launceston
1995	John Clucas	SS Saloon	JCCV	Melbourne - Brisbane
1996	Don Evans	MK 4	JDCSA	Adelaide - Canberra
1997	John Collins	MK 7	JCCWA	Perth - Shepparton
1998	Ivan Stephens	SS 1	JCCV	Melbourne - Perth
1999	John Collins	MK 7	JCCWA	Perth - Barossa Valley
2000	John Collins	MK 7	JCCWA	Perth - Sydney
2001	Charles England	E Type FHC	JCCWA	Perth - Melbourne
2002	Allen Shephard	XK120 FHC	JCCWA	Perth - Hobart
2003	Barry Kenny	E Type S3 FHC	JCCWA	Perth - Brisbane
2004	John Smith - XK140	XK140 FHC	JCCWA	Perth - Canberra
2005	Peter Tett	Mark 2	JDCQ	Brisbane - Perth
2006	Frank & Glenys Munis	XJS	JDCQ	Mt Isa - Newcastle
2007	Ian Sharp	E-Type	JCCWA	Margaret River - Adelaide
2008	Jim Bowden	420	JDCQ	Brisbane - Geelong

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

RON CAMPBELL MEMORIAL TROPHY

(Awarded to the highest point-scoring SS or Classic Jaguar in the National Concours d'Elegance)

Inaugurated 1985.

1985	Noel Roscrow	SS100	JDCSA
1986	Chris Edwards	XK 140 OTS	JCCT
1987	Ray Black	MK 4	JCCT
1988	Ivan Stephens	SS DHC	JCCV
1989	Ron Collyer	MK 4	JDCA
1990	Bob Dainton	MK 5	JCCWA
1991	Glenn Bettridge	MK 5	JCCWA
1992	David Readie	XK 120	JCCV
1993	Ross Rassmuss	SS 1	JDCSA
1994	Bill Ford	MK 5 DHC	JCCV
1995	Bill Coombs	SS100 Replica	JCCV
1996	Don Evans	MK 4 DHC	JDCSA
1997	Trevor & Les Clement	XK120 OTS	JDCC
1998	Bob Dainton	MK 5	JCCWA
1999	Philip West	XK 120 OTS	JCCV
2000	Ian & Cathy McGilp	SS 1 Airline	JCCV
2001	Peter Wilcox	Austin Swallow	JCCV
2002	Brian Bult	XK150 OTS	JCCWA
2003	Peter Briese	SS 100	JCCV
2004	Ken & Christine White	XK140 OTS	JDCA
2005	Brian Bult	XK120 OTS	JCCWA
2006	Michael & Pamela Pain	XK150S OTS	JDCA
2007	Ross Gogler	MK4	JDCSA
2008	Eldon Smith	SS1 1934	JCCV

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

TONY REILLY MEMORIAL TROPHY

(Outright Winner of the Sporting Event)

Inaugurated 1976.

1976	Chris Riches and Dave Dungey	D Type Replica	JCCT
1977	Phil Hohnen	E Type	JDCC
1978	D Wray	MK 10	JCCV
1979	Greg Longhurst		JDCA
1980	Jamie Byrne		JDCA
1981	Garry Walker	E Type	JDCA
1982	Garry Walker	E Type	JDCA
1983	Richard Hubbard	E Type	JCCV
1984	Peter Stokes	XJ 6	JDCA
1985	Don Stevens	MK 5	JCCWA
1986	Roger Payne	MK 2	JDCC
1987	Edward Newton	E Type	JCCT
1988	David Reed	E Type	JDCQ
1989	Barry Faux	E Type	JDCC
1990	Noel McMillan	XK 120	JDCA
1991	Geoff Leake	XK 120	JCCV
1992	Michael St John-Cox	XK 120	JDCA
1993	Geoff Leake	XK 120	JCCV
1994	Chris Edwards	XK 140	JCCT
1995	Tony Herald	XJS	JDCQ
1996	Gavin King	XJ6 Series 1	JDCA
1997	Trevor Longmore	XJ6 Series 1	JDCC
1998	Trevor Adams	XJS	JCCWA
1999	Damien Lamshed	XJS	JCCV
2000	John Shaw	XK 140 Coupe	JDCA
2001	Murray Scoble	XJ6 Series 1 Sprinter	JCCV
2002	Geoff Leake	MK5	JCCV
2003	Denis Stone	SS 100 Replica	JDCQ
2004	Sue Harrison	XJ40	JDCSA
2005	Phillip Shephard	E-Type	JCCWA
2006	Ian Boughton	SS100 Replica	JCCWA
2007	Tony Pallas	XJS	JDCA
2008	Ian Cummins	XK120	JDCA

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

BRYSONS CONCOURS TEAM TROPHY

(Awarded to the Club achieving the highest point-score for three cars in the Concours d'Elegance)

Inaugurated 1977.

1977	Geoff Sara (420G), Brian Pleash, Ted Ackroyd	JDCA
1978		JDCA
1979		JDCA
1980	Ted Atkinson (240), Jim Byrne (E Type), Simon Forbes (XJ6)	JDCA
1981		JDCA
1982		
1983	Keith Berryman (D Type), Ron Campbell (SS 1), Dean Wills (MK5)	JDCA
1984	Wilf Chambers (XJS), Bob Dainton (XJ6), Graham Sicree (E Type)	JCCWA
1985	Graham Lord (XJ6), Mike McGorman (E Type), Chris Morton (E Type)	JDCA
1986		JDCSA
1987	Ron Campbell (MK 2), Frazer Taylor (XK 150), Bryan White (XJ6)	JDCA
1988	Keith Berryman (D Type), Ron Campbell (MK 2), P McCumiskey (S Type)	JDCA
1989	Graham Smallwood (XJC), Greg Jones (XJC), Ron Brooking (XJ6)	JDCA
1990	Bob Dainton (MK 5), Alf Barbagello (E Type), Glenn Bettridge (MK 5)	JCCWA
1991	Chris Haigh (E Type), Ron Brooking (XJ6), Peter Henderson (XK 150)	JDCA
1992	Bill Koppe (XK 150), Richard Crawshay (XJS), Geoff Lowe (E Type)	JDCA
1993		JDCSA
1994	Philip West (XK 120), Ken Muir (S Type), Tony Robinson (E Type)	JCCV
1995	Rob Cavenagh (XJ6), Mark Haywood (XK 150), Ken Graham (XK 140)	JDCA
1996	Ken Graham (XK 140), Mark Haywood (XK 150), M Kroger (E Type)	JDCA
1997	Philip West (XK 120), John Rundell (E Type), Norm Williams (MK 2)	JCCV
1998	Brian Bult (XK 150), Bob Dainton (MK 5), Peter Briggs (D Type)	JCCWA
1999	Ken Partington (E Type), Don Evans (MK 4), Dieter Lobzin (E Type)	JDCSA
2000	Lance Dowle (XJ8), B&B Lieberman (X300), Ron Sebbens (E Type)	JDCA
2001	Phil West (XK120), Tony Robinson (E-Type), Kelvin Minerds (X300)	JCCV
2002	Not presented. No Club had three representatives.	
2003	David McKnight(X300 Sport),John Nixon(E Type S1 FHC),Tom Ross(S Type V6 SE)	JDCQ
2004	Ken White (XK140 OTS), Michael Pain (XK150S) & Brian Hogan (E-Type S2 FHC)	JDCA
2005	Brian Bult (XK120 OTS), Tom O'Connell (E-Type Roadster), Jim Percival (420G)	JCCWA
2006	Michael & Pamela Pain (XK150S) , Geoff & Helen Lowe (Mark 2), Ian Nicholas (E-type)	JDCA
2007	Chris Lake, Ross Gogler, Don Evans	JDCSA
2008	Eldon Smith (SS1), Timothy Maslin (XK8)	JCCV

ANNEXURE C TO CHAPTER 2

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

JAGUAR CAR CLUB TASMANIA TEAM SPORTING TROPHY

(Awarded to either the Club with the lowest aggregate score for three road-registered cars or, where it is run, the Club winning the Interstate Relay in the Sporting Event)

Inaugurated 1989.

1989	Ian Cummins (D Type), Rob Cavenagh (MK 2), Keith Berryman (D Type)	JDCA
1990	Allen Shepard (XK 120), Brian Jacobs (XJ6), Ian Sharp (XJ6)	JCCWA
1991	Lee Thomas (E Type), Roger Payne (XJ6), Trevor Longmore (MK 2)	JDCC
1992	Michael St John-Cox (XK 120), Ian Cummins (D Type), N Thomson (XJS)	JDCA
1993		JDCA
1994	Richard Bearup (XJ6), Geoff Leake (XK 120), Jeff Beable (XJ6)	JCCV
1995	Chris Edwards (XK 140), Wandy McIntyre-Leake (420G), Geoff Leake (XK 120)	JCCT
1996	Gavin King (XJ6), Mark Haywood (XK 150), Mike Kroger (E Type)	JDCA
1997	Siman Hall (MK 9), Graham Schmidt (XK 120), Kaye Kilsby (XK 120)	JCCV
1998	Terry Adams (XJS), Martin Swan (E Type), Peter Crisp (XJS)	JCCWA
1999	Neville Dickinson (XJS), Geoff Schmidt (XJS), Carl Schmidt (MK 2)	JCCV
2000	Chris Haigh (MK 1), Ken Parsons (E Type), John Shaw (XK 140)	JDCA
2001	Mike Roddy (XJS), Andrew Spiteri (XJ6), Don McKay (XJ12)	JCCV
2002	Mike Hobden (MK 2), Ed Newton (Mk 9), Chris Edwards (XJS)	JCCT
2003	Warwick Clifton (XJR), Geoffrey Bott (E Type S1 FHC), Wayne Guile (X Type)	JDCA
2004	Lee Thomas, Mark Jasprizza and Brian Durack	JDCC
2005	Ian Sharp (E-Type), Boyd Kolozs (E-Type), Charles England (E-Type)	JCCWA
2006	Don Anderson (E-Type), Ian Hissey (XJS-C), Max Patterson (XJS)	JDCHR
2007	Chris Edwards, Michael Hobden, Ronald Leach	JCCT
2008	Stuart Holbery (S-Type), Brian Jenkins (XK120 DHC)	JCCV

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

DAWES UNDERWRITING TROPHY

**(Encouragement award, based on the highest aggregate score in the Concours and Sporting Events,
for a first time participant in the National Rally)**

Inaugurated 1992.

1992	Glenn Betteridge	XK 140 DHC	JCCWA
1993	Noel Roscrow	XK 120	JDCA
1994	Not Awarded		
1995	Fred Haughey	MK 5 DHC	JDCQ
1996	Adrian Blackeby	XJS	JDCC
1997	Linsey Siede	MK 4	JCCV
1998	Richard Smith	XJ6	JCCWA
1999	Not Awarded		
2000	Ken Parsons	E Type	JDCA
2001	Charles England	E-Type	JCCWA
2002	Richard Jellis	E Type	JCCV
2003	Brian Hogan	E Type S2 FHC	JDCA
2004	Award discontinued		

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES
AUSTRALIAN COUNCIL OF JAGUAR CLUBS TROPHY

(Outright Winner of the National Concours d'Etat)

Inaugurated 1997. Concours d'Etat (known as the Enthusiasts Class until 2000).

1997	Brian Jenkins	XK 120 DHC	JCCV
1998	Martin Swan	E Type	JCCWA
1999	Lee Thomas	E Type S1 OTS	JDCC
2000	Jonathan Amiss	MK 2	JCCV
2001	Chris Edwards	XJSC	JCCT
2002	John Jones	XJS	JCCT
2003	Malcolm Ireland	XK150 FHC	JDCA
2004	Geoff Hender XK120	XK120 OTS	JCCWA
2005	Bill Coombs	SS100	JCCV
2006	David & Robyn Hughes	XK140 DHC	JCCV
2007	Alan Baker	XKE S1 Coupe	JDCSA
2008	Vic Ellis	E Type S2	JCCV

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

AUSTRALIAN COUNCIL OF JAGUAR CLUBS TROPHY

(Awarded for the Best Aggregate Point-score in the Concours d'Etat and Sporting Events)

Inaugurated 1998. Concours d'Etat (known as the Enthusiasts Class until 2000).

1998	Martin Swan	E Type	JCCWA
1999	Simon Roberts	XJS	JCCV
2000	Ken Parsons	E Type	JDCA
2001	Bill Coombs	XK140	JCCV
2002	Paul Carr	Mark 2	JDCA
2003	Denis Stone	SS 100 Replica	JDCQ
2004	Michael Hobden	Mark 2	JCCT
2005	Bill Coombs	SS 100	JCCV
2006	Ian Boughton	SS100 Replica	JCCWA
2007	Ron & Chris Leach	XKR Coupe	JCCT
2008	Tony Pallas	XK120DHC	JCDA

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

ANDREW WHYTE JAGUAR JOURNALISTIC AWARD

(Awarded to a current member of an ACJC-affiliated Club for the best unpaid article or photograph published in “The Jaguar Magazine” during the calendar year prior to the National Rally)

Inaugurated 1989.

1989	Tom Hey	JCCT
1990	Alf Dunn	JCCV
1991	John Wilson	JDCC
1992	Wandy McIntyre	JCCT
1993	Michael St John-Cox	JDCA
1994	Richard Crawshay	JDCA
1995	Scott Fisher	JCCWA
1996	Bill Hemming	JCCV
1997	Wandy McIntyre-Leake	JCCT
1998	Not Awarded	
1999	Don McKay	JCCV
2000	Les Clement	JDCC
2001	Roy Williams	JCCV
2002	Victor Waterhouse	JDCA
2003	Graham Tutt	JCCV
2004	Lachlan Story	JCCV
2005	Ron Gaudion	JDCQ
2006	Ron Gaudion	JDCQ
2007	Mike Kelly	JCCV
2008	Mike Kelly	JCCV

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

JAGUAR WORLD - PAUL SKILLETER JOURNALISTIC AWARD

(Awarded to a current member of an ACJC-affiliated Club for the best unpaid article or photograph published in the magazine of their Club during the calendar year prior to the National Rally)

Inaugurated 1999.

1999	Robin Todd	JDCQ
2000	John Smith	JCCWA
2001	Neville Martin	JCCWA
2002	Nigel Noake	JCCWA
2003	Boyd Kolozs	JCCWA
2004	Ian Hutchinson	JDCA
2005	Howard Staples	JDCC
2006	Geoff Scott	JDCA
2007	Nimal Jayaratna	JCCWA
2008	Bruce Grant	JDCA

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

SIR NICK SCHEELE TROPHY

(Awarded to the best car displayed of a model built in the lifetime of Sir William Lyons)

Inaugurated 2006.

2006	Steve Byles	SS 1.5 litre sedan	JDCA
2007	Chris Lake	E Type S1 Roadster	JDCSA
2008	Eldon Smith	SS1 1934	JCCV

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

IAN CUMMINS TROPHY

**(Awarded to the Best Presented Jaguar on display but not entered into the Concours d'Elegance or the Concours d'Etat as determined by a Committee made up of one delegate from each of the affiliated Clubs
s)**

Inaugurated 2005.

2005	Russ Thompson	X300	JDCQ
2006	Ian & Corrie Maitland	XK150 DHC	JCCWA
2007	Richard Smith	XK120	JCCWA
2008	Peter & Beverley Briese	SS100	JCCV

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

TBA

(Awarded to the Jaguar car judged to be the most desirable as determined by the Rally Committee)

Inaugurated 2007.

2007	Brian & Dorothy Bult	XK150	JCCWA
2008	Bruce & Karen Craven	XKR	JCCV

PREVIOUS RECIPIENTS OF PERPETUAL TROPHIES

CHAIRMAN'S AWARD

(Awarded from time to time to the Club, Register or Club Member for an exemplary activity or production that promotes the Jaguar marque)

Inaugurated 2007.

2007	JDCQ	In recognition of the quality of the covers for their Club magazine
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CHAPTER 3

CONCOURS d'ELEGANCE RULES

CHAPTER 3 - CONCOURS d'ELEGANCE RULES

PREAMBLE

1. There shall only be one ACJC sanctioned National Concours d'Elegance per year.
2. Entrants must fill in, certify and submit the appropriate 'Entry Form' and the Proof of Car's Identity form for Concours d'Elegance (refer ANNEXURES A and B to this chapter).
3. One Car constitutes a Concours, with trophies presented as per scoring plateaux shown in Section C of this chapter.
4. A car is precluded from entry in the Concours d'Elegance and Concours d'Etat at the same event.

A. VEHICLE/ENTRANT ELIGIBILITY

1. Jaguar cars (including Daimler cars manufactured by Jaguar and sharing Jaguar components) are Concours eligible.
2. Jaguar cars which have non-Jaguar engines installed are not eligible to compete. This should be checked before judging begins.
3. Jaguar-engined sports racers, specials or replicas of Jaguar cars not manufactured by Jaguar Cars are not acceptable for judging in ACJC Concours d'Elegance competition but may be eligible for Concours d'Etat.
4. The vehicle must be road or Club registered. There is no penalty for trailering; however the Jaguar/Daimler must be driven in the Cavalcade to the judging point to be eligible for judging. The Cavalcade must travel from the Rally Headquarters, or nearby, to the judging point by a route of at least three kilometres in length. A Cavalcade must consist of at least all the Concours cars.
5. Cars must be entered by a current financial member of a Club affiliated with the ACJC.
6. A pre-requisite for entry, is to complete, certify and submit the PROOF OF CARS IDENTITY form (refer ANNEXURE B to this chapter). This form requests the details of the car's Serial Numbers and originality of the car's Identification Plate, paint and trim colours.
7. When a closing time for entries has been published, latecomers should NOT be allowed to compete. The closing time should be at least a minimum of one (1) month prior to the date of the event.
8. THE OWNER OR REPRESENTATIVE OF THE OWNER MUST BE PRESENT AND IS RESPONSIBLE FOR SHOWING THE CAR and answering any questions which the judging team may have. It is the responsibility of the Chief Judge or Judging Team Captain to ascertain that the owner or representative is present.
9. Competing cars cannot leave the field before judging of Concours d'Elegance entries is complete. This will allow for re-judging if necessary.
10. Any entrant or entrant's representative who tries to influence judges by offering verbal or written information or by displaying materials which would discredit another entry will be DISQUALIFIED from the event.

B. SCORING PROCEDURES

1 Areas to be judged:

Judging is in four Sections (refer to ANNEXURE C to this chapter for the judging sheets).

1. Exterior;
2. Boot, Wheels & Tyres;
3. Engine Compartment;
4. Interior;

which are judged for both 'Cleanliness & Condition' and 'Authenticity'. The Underbody will not be judged.

Note: Mandatory penalties will be deducted as detailed in Section I prior to any vehicle judging.

2. Scoring

Scoring is by deductions and expressed as a percentage by the following formula:

$$\frac{(Total\ deductions\ available\ [1290]-\ Points\ deducted)}{Total\ deductions\ available\ [1290]} \times \frac{100}{1}$$

3. Judging/Scoring Protocols

- a. Scoresheets submitted by the judges at an event as final and complete shall not be subject to any alteration except in cases involving mathematical questions or ACJC rules and then only with the individual judge's permission except under Section E of this Chapter.
- b. **To Exceed a Maximum Deduction on a Section of the Scoresheet.** If it becomes necessary for a judge to exceed the maximum deduction for condition as shown on a section of the scoresheet, up to 50% from the maximum allowed for another flaw may be borrowed, if the reason for the deduction is clearly indicated on the scoresheet. That is, if an entry had several dents in the body, and the judge felt that the maximum total deduction points allotted for 'Body', 'Doors' and 'Bonnet' were inadequate, he/she may, for example, take 50% of the points found in the section on 'Poor Repair' and deduct them as well to adequately penalise the flaws encountered. If this step is taken, the judge must clearly state on the scoresheet that points have been moved from one category to another and why.

C. TROPHIES

1. Awards will be made for 1st, 2nd and 3rd outright and achieving the following levels:

- | | | |
|----|--------------|-----------------|
| a. | Gold Award | 92.5% or more. |
| b. | Silver Award | 82.5% to 92.4%. |
| c. | Bronze Award | 70.0% to 82.4%. |

2. Perpetuals

Perpetual trophies will be awarded as defined in ANNEXURE B to Chapter 2.

D. QUALIFICATIONS & PROHIBITIONS FOR JUDGES

1. To judge an ACJC National Event, an authenticity judge must be a financial member of a Club affiliated with the ACJC or be specifically approved by the Chairman of the ACJC.
3. It is recommended that Clubs approach the knowledgeable members with, wherever possible, the necessary technical background to act as authenticity judges. Every effort should be made to supply them with as much information as possible on the various models, especially the older ones. Co-operation between Clubs in providing one another with a judge or judges would be appreciated.
4. Judges may not judge their own car or model group in which that car is competing; neither may they judge the car or model group in which the car of a spouse or other relative is competing. If a person or member of a firm has performed existing cosmetic restoration on a car, they may not judge the model group in which that car is competing.

ACJC National Rally Manual

5. The Chief Judge shall not be permitted to enter a car, owned by either himself or his partner, in the competition.
6. Judging teams must remain intact throughout the judging procedure. No substitution of judges is permitted once judging has begun. The only exceptions to this rule are those outlined in Clause 3 above and incapacitating illness of a participating judge.

E. FIELD PROTOCOLS FOR JUDGES

1. It is the responsibility of the Chief Judge or Judging Team Captain to ascertain that the owner or representative of the owner is present before judging the car.
2. Judges are forbidden to touch a car while judging it without the owner's, or representative of the owner's, permission.
3. The exterior judge has the authority to require that the bonnet, doors, windows and boot shall be closed in order to properly evaluate fit and finish of bodywork.
4. It is the responsibility of the ACJC to nominate a suitable person to be known as the Authenticity Liaison Officer (ALO).
5. Authenticity judges must specify defects in the comments column of the relevant judging sheet.
6. Immediately after Authenticity judging, the ALO will allow each entrant to view his score sheet for comment.
7. Where an entrant disputes the judges' scoring, the ALO is to liaise between the entrant and the authenticity judges concerned until a suitable outcome is reached.
7. At no time are the entrant and authenticity judges allowed to directly discuss the disputed score. The ALO must always act as the intermediary.

F. PRESENTING AN OPEN OR DROPHEAD COUPE VEHICLE FOR JUDGING

Vehicles of open or drophead coupe configuration must have soft-tops erected when presenting the car for judging. No hardtops, either factory optional or aftermarket will be acceptable for judging.

G. PROTESTS AND PROCEDURES

1. Only protests regarding procedural and administrative problems will be considered.
2. Each Concours Director shall formulate their own method for dealing with any protests which may arise.
3. Every effort should be made to settle a protest on the spot, on the day of the event, and prior to the Awards presentation.
4. In the event that it is not possible to resolve a protest satisfactorily at the local level, a Club or individual may appeal to the ACJC which will rule on the dispute in question. The ACJC has the final authority to rule on protests.

ACJC National Rally Manual

5. Any protests arising from an incident involving an ACJC-sanctioned Concours must be filed with both the organising Rally Committee and the ACJC within 45 days of the occurrence or they will not be considered.

H. RULES CHANGE

1. The rules set out herein were amended at the 1999, 2000, 2005 and 2008 Annual General Meetings of the ACJC.
2. Any proposed changes to the rules must be submitted first to the ACJC (or its Concours Committee where constituted) for evaluation. Where appropriate, the Concours Committee will make its recommendations to the ACJC for approval at the ACJC Annual General Meeting.
3. New or revised rules adopted by the ACJC at an Annual General Meeting become effective in the calendar year following the year of their adoption. However, amendments to Concours rules will only apply if they have been agreed by the ACJC more than six months prior to the conduct of the National Rally.
In exceptional circumstances, this rule may be waved by the ACJC where it is considered that the amendment will not disadvantage competitors who have already commenced preparation of their cars based on the previous rules.
4. No proposals for changes to Concours rules previously approved or defeated at an ACJC Annual General meeting may be reintroduced for at least one year.

ACJC National Rally Manual

I. PENALTIES

As a matter of ACJC policy, certain penalties will be deducted in addition to any judge's deductions where significant transgressions from originality are determined as follows:

1. Identification Plate Incorrect: 100 pts

If a car's Identification Plate is not the 'factory original' plate, the car will be arbitrarily penalised one hundred points (100pts) from the judged score unless there is provided other acceptable proof of the car's identity PRIOR TO THE CAR BEING JUDGED, as follows:

- a. the 'factory original' Identification Plate, not fitted to the car, but certified that all numbers exactly match the reproduction plate fitted, or all numbers match the components of the car where no Identification Plate is fitted;
- b. the original Official Certification Letter/Document, from the Jaguar factory, England, with all numbers certified as (a) above; and
- c. other proof acceptable, with all numbers certified as in a. above (note that this needs to be discussed with the Club's ACJC Delegate as other forms of proof will require considerable lead time for certification, and the onus is on the entrant to provide acceptable proof prior to the car being judged).

There is an official pro-forma that must be filled in regarding PROOF OF CARS IDENTITY as per the Preamble to this chapter.

2. Modified Body Type 50 pts.
3. Upgraded Model Type 25 pts.
4. Engine Serial Number incorrect 5 pts.
5. Non Jaguar engine Exclusion.

Annexures:

- A. Concours d'Elegance Entry Form
- B. Proof of Car's Identity Form
- C. Concours d'Elegance Judging Sheets

CONCOURS d'ELEGANCE

ENTRY FORM

ENTRANT

NAME	
ADDRESS	
PHONE CONTACT	
ACJC AFFILIATED Club	
MEMBERSHIP NUMBER	

CAR ENTERED

JAGUAR/DAIMLER TYPE		YEAR	
MODEL		BODY TYPE	
REGISTRATION NUMBER		STATE	

CONDITIONS OF ENTRY

It is strongly recommended that entrants familiarise themselves with the current edition of the ACJC National Rally Manual, as amended from time to time, especially Chapter 3 - Concours d'Elegance Rules, Chapter 5 - Judging Instructions and Chapter 6 - Judge's Guide.

1. A pre-requisite for your entry to be accepted is that the attached 'Proof of Cars Identity' form must be completed, signed and certified as provided.
2. Following finalisation of the results of the Concours d'Elegance, a copy of your Judging Sheets will be forwarded to you, for your information and constructive feedback. However, in the spirit of providing this information, a prerequisite undertaking, given by your signature below, is that the results as distributed must be accepted as being **final**, and any feedback will be clearly understood to be unable to alter the results as finalised.
3. Entries must be returned to the Rally Director byotherwise your entry will not be accepted.

PHOTOGRAPH

Entrants are encouraged to enclose a photograph and brief details/history of their car for inclusion in the Rally Programme.

DECLARATION FOR ENTRY

I hereby apply to enter the Jaguar National Rally Concours d'Elegance, and acknowledge that acceptance of my entry is conditional on having noted and agreed to the four 'Conditions of Entry' as listed above.

SIGNED.....

DATE.....

PROOF OF CAR'S IDENTITY

**1. WHAT NUMBERS ARE STAMPED ON YOUR CAR'S IDENTIFICATION PLATE?
(or if missing, on components)**

CHASSIS/CAR NO	
ENGINE NO	
BODY NO	
GEARBOX/AUTO NO	

2. IS THE IDENTIFICATION PLATE:

The factory original?	YES		NO	
A reproduction?	YES		NO	
Missing?	YES		NO	
Don't know - need assistance	HELP			

If your car's Identification Plate is not the 'factory original' plate, your car will be arbitrarily penalised one hundred points from your judged score unless you can provide other acceptable proof of the car's identity prior to it being judged, as follow:

- A. The 'factory original' identification plate, not fitted to your car, but certified that all numbers exactly match the reproduction plate fitted, or all numbers match the components of your car where no Identification Plate is fitted.
- B. The original Official Certification Letter/Document, from the Jaguar factory, England, with all numbers certified as in A. above.
- C. Other proof acceptable, with all numbers certified as in A. above. (Note: Discuss this very early with your ACJC Delegate, as other forms of proof will require considerable lead time for certification, and the onus is on you to provide acceptable proof prior to your car being judged.

3. WHAT COLOURS ARE YOUR CAR?

EXTERIOR PAINT COLOUR	
INTERIOR TRIM COLOUR	
SOFT-TOP COLOUR	

NOTE: If your advised colours and paint/trim/soft top combinations are not authentic for age/model of your car as listed in the Authentic Colours Listing in Chapter 6 of National Rally manual, you must provide acceptable proof/documentations as per B. or C. above that the advised colours are original for your particular car. Cars with non-authentic or non-proven original colours/combinations will be penalised in authenticity judging of relevant areas.

CERTIFICATION

The details provided in 1, 2 and 3 above are correct.

SIGNED..... **DATE**.....
ENTRANT

IF 'acceptable proof' is required under 2 above, your Club's ACJC Delegate must agree that it is sufficient and sign below.

Include details:

SIGNED..... **DATE**.....
ACJC DELEGATE

EXTERIOR**Authenticity****1A**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

COMMENT	BODY, DOORS, BONNET, ETC	PTS/DEFECT	LOST	MAX LOSS
	Sill panel	0.6		DHC/OTS 24.0
	Mudguard	1.8		
	Door	1.2		
	Spats (or missing)	1.8		
	Bonnet	3.0		Sed/FHC 30
	Boot Lid	3.0		
	Roof (see TOP for DHC/OTS)	3.0		
	Sunroof	3.0		
	Tow bar (non-factory installation)	3.0		
	SUB TOTAL			

COMMENT	PAINT FINISH	PTS/DEFECT	LOST	MAX LOSS
	Wrong colour or trick paint	25.4		DHC/OTS 23.0
	Non-authentic 2 tone pattern or colour	12.0		
	Vinyl roof covering (NOT OTS)	6.0		Sed/FHC 29
	Non-authentic pin striping	1.0 ea		
	Racing stripes on non-racer	9.0		
	SUB TOTAL			

COMMENT	GLASS	PTS/DEFECT	LOST	MAX LOSS
	Wrong material soft top/rear window	3.0 ea		16
	Light lens wrong or missing	1.0 ea		
	Wrong colour tint or mismatch	1.5 (4 Dr)		
		3.0 (2 Dr)		
	Non safety/wrong glass	1.5 (4 Dr)		
		3.0 (2 Dr)		
	SUB TOTAL			

COMMENT	TOP/SIDE CURTAINS TONNEAU & HALF TONNEAU	PTS/DEFECT	LOST	MAX LOSS
	Hardtop in place/missing soft top	6.0		DHC/OTS 12
	Top incorrect fabric or colour	6.0		
	Side curtains wrong fabric/colour or missing	1.8 ea		
	Tonneau/Half tonneau wrong or missing	2.4		
	Wrong/missing binding or trim	1.0		
	Wrong/missing pin moulding or windlace	2.0		
	SUB TOTAL			

COMMENT	CHROMEWORK	PTS/DEFECT	LOST	MAX LOSS
	Bumper finish wrong/missing	3.0 ea		25
	Overriders wrong/missing	0.6 ea		
	Wrong/missing grille or finish	2.4 ea		
	Wrong/missing chrome or black trim	0.2 ea		
	Wrong/missing screws/fasteners - Max 1.0	0.1 ea		
	SUB TOTAL			

1A - EXTERIOR**TOTAL DEDUCTIONS**

BOOT, WHEELS & TYRES**Authenticity****2A**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	TRIM COMBINATION	

COMMENT	PAINT, SIDE PANELS, MAT OR CARPET	PTS/DEFECT	LOST	MAX LOSS
	Mat - Wrong/missing colour/material	6.0		17
	Panel - Wrong/missing colour/material	3.2 ea		
	Wrong paint or colour	2.0		
	SUB TOTAL			

COMMENT	TOOL KIT	PTS/DEFECT	LOST	MAX LOSS
	Jack - Wrong/missing	6.0		10
	Manual - Wrong/missing	3.0		
	Tools - Wrong/missing (optional '81-'84)	0.4		
	Tool roll/box - Wrong/missing (opt '81-'84)	1.2		
	SUB TOTAL			

COMMENT	SPARE TYRE, WHEEL & COVER	PTS/DEFECT	LOST	MAX LOSS
	Wheel - Wrong size/type/colour or missing	4.8		6
	Tyre - Wrong size/type/mismatch or missing	1.8		
	Tyre Cover - Wrong/missing	2.4		
	Hold Down - Wrong/missing	0.6		
	Fastener & Hardware - Wrong/missing	0.2		
	SUB TOTAL			

COMMENT	WHEELS	PTS/DEFECT	LOST	MAX LOSS
	Wheel Wrong size/ type	4.8 ea		18
	Hubcap/ Knock Off - Wrong	0.6		
	Wire Wheel - Wrong/wrong colour	2.4		
	SUB TOTAL			

COMMENT	TYRES	PTS/DEFECT	LOST	MAX LOSS
	Wrong size	1.8 ea		5
	Wrong type	1.8 ea		
	Mismatch	1.8 ea		
	SUB TOTAL			

2A - BOOT, WHEELS & TYRES**TOTAL DEDUCTIONS**

ENGINE COMPARTMENT	Authenticity	3A
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CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

COMMENT	BRIGHT METAL (CAM COVERS, ETC)	PTS/DEFECT	LOST	MAX LOSS
	Cam covers - wrong covers or finish	3.6		24
	Throttle linkage - wrong or wrong finish	2.4		
	Bolts, screws, fasteners - wrong/missing	0.1 ea		
	Water manifolds - wrong or wrong finish	3.0		
	Heat shields - wrong, wrong finish, missing	1.0		
	Misc small plated parts - wrong/missing	1.0 ea		
	SUB TOTAL			

COMMENT	SHEET METAL	PTS/DEFECT	LOST	MAX LOSS
	Fan - wrong or extra	3.0		24
	Fan shroud - altered or missing	1.0		
	Firewall - altered, wrong colour or finish	3.0		
	Radiator or expansion tank wrong, wrong colour	2.4		
	Subframe - wrong colour or finish	1.0		
	Bonnet underside - wrong colour or finish	3.0		
	Side panels - wrong colour	2.0 ea		
	Heater box - wrong colour or missing	1.0		
	Battery box - wrong or missing	1 ea (2) 2 (1)		
	Battery Hold down - wrong or missing	1.0 ea		
	SUB TOTAL			

COMMENT	ENGINE BLOCK (HEAD, CARBS/INJ)	PTS/DEFECT	LOST	MAX LOSS
	Engine - wrong model or size	6.0		15
	Head - wrong type or colour	4.8		
	Carburetors/fuel injection wrong	4.8		
	Intake manifolds wrong	2.4		
	SUB TOTAL			

COMMENT	EXHAUST SYSTEM (MANIFOLDS, DOWNPIPES)	PTS/DEFECT	LOST	MAX LOSS
	Exhaust manifolds - painted/wrong finish	6.0		14
	Exhaust manifolds - wrong	6.0		
	Downpipes wrong or wrong finish	6.0		
	Manifold or downpipe fasteners - wrong	0.3 ea		
	SUB TOTAL			

COMMENT	GENERATOR, ALTERNATOR, REGULATOR (WIRING, HOSES, BATTERY, CLAMPS & TUBING)	PTS/DEFECT	LOST	MAX LOSS
	Generator/Alternator - wrong	2.4		15
	Regulator/Control box - wrong	1.2		
	Relay, Coil, etc - wrong	3.0		
	Battery - wrong configuration or size	2.4 ea (2), 4.8 ea (1)		
	Ignition wires, conduit, connectors wrong	1.0 ea		
	Hoses - wrong	0.6 ea		
	Hose clamps - wrong	0.1 ea		
	Tubing - wrong or missing	0.6 ea		
	Wiring harness - wrong cover or wires	1.8 ea		
	Wires - extra, improperly loose or missing	0.2 ea		
	Terminals - wrong or missing	0.02 ea		
	SUB TOTAL			

3A - ENGINE COMPARTMENT	TOTAL DEDUCTIONS	
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INTERIOR**Authenticity****4A**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

COMMENT	WOODWORK, VINYL & LEATHER (NOT SEATS)	PTS/DEFECT	LOST	MAX LOSS
	Trim - wrong finish, colour or missing	3.0 ea		26
	Trim - wrong shape, pattern or missing	3.0 ea		
	SUB TOTAL			

COMMENT	HEADLINER/UNDERSIDE OF TOP	PTS/DEFECT	LOST	MAX LOSS
	Headliner - wrong material, colour or missing	16.8 ea		17
	Underside - wrong colour or material	16.8 ea		
	Top bow cover wrong or missing	4.0 ea		
	SUB TOTAL			

COMMENT	DOOR PANELS & ARM RESTS	PTS/DEFECT	LOST	MAX LOSS
	Door panel - wrong pattern, material or colour	2.4 ea		13
	Arm rest - wrong pattern, material or colour	1.2 ea		
	SUB TOTAL			

COMMENT	SEATS, SQUABS & BELTS	PTS/DEFECT	LOST	MAX LOSS
	Seat cushion - wrong pattern, material or colour	3.4		25
	Squab - wrong pattern, material or colour	3.4		
	Piping - wrong colour, material or missing	0.1 ea		
	Seat Belts - wrong type or colour	1.2 ea		
	Squab back - wrong colour or material	1.0 ea		
	SUB TOTAL			

COMMENT	HARDWARE (STEERING WHEEL & INSTRUMENTS)	PTS/DEFECT	LOST	MAX LOSS
	Handle, trim, knob - wrong or missing	0.3 ea		23
	Fasteners - wrong or missing (max loss 2.0)	0.02 ea		
	Instruments - wrong, additional or missing	0.6 ea		
	Elect devices - radio, tape, additions	2.0 ea		
	Steering wheel - wrong or wrapped	6.0 ea		
	SUB TOTAL			

COMMENT	CARPETING	PTS/DEFECT	LOST	MAX LOSS
	Carpet - wrong colour or type	Set - 16.8 ea Piece - 2.0 ea		Max 17
	Binding - wrong colour or type	0.1 ea		
	Heel pad - wrong colour or type	1.0 ea		
	SUB TOTAL			

4A - INTERIOR**TOTAL DEDUCTIONS**

EXTERIOR**Cleanliness & Condition****1C**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

BODY, DOORS, BONNET(INCLUDES DOOR JAMBS, SHUT/HINGE FACES, SILLS & RUBBER SEALS)	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Dent/ripple	0.2	6	8	
Poor repair	0.2	6	8	
Poor fit	0.2	6	8	
Crack	0.2	6	7	
Rust	0.1	6	7	
Poor/deteriorated rubber	0.2	10	12	

SUB TOTAL

PAINT FINISH (INCLUDES DOOR JAMBS, SILLS & SHUT/HINGE FACES)	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Scratch	0.1	6	7	
Chip/peel	0.1	6	7	
Fading (Obvious)	0.5	5	7	
Worn paint	0.5	6	7	
Orange peel, fisheye, etc	0.5	5	7	
Paint overspray	0.2	5	7	
Cleanliness		22	26	

SUB TOTAL

GLASS	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Discoloured or cloudy	0.5	10	10	
Scratches/chips	0.2	8	8	
Cracked/split	0.5	8	8	
Cleanliness		15	17	

SUB TOTAL

TOP, SIDE CURTAINS, TONNEAU & HALF TONNEAU	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Scratch, tear or hole	0.1	4	NA	
Poor fit	0.2	4	NA	
Frayed/loose bindings	0.2	4	NA	
Faded	0.4	4	NA	
Creases/wrinkles	0.2	4	NA	
Cleanliness		5	NA	

SUB TOTAL

CHROMEWORK (INCLUDING ACCESSORIES)	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Dents/ripples	0.1	6	6	
Pits/rust	0.1	6	6	
Lifting/peeling	0.5	6	6	
Scratches, worn or faded	0.2	6	6	
Paint overspray	0.1	6	6	
Poor rubber component	0.5	6	6	
Cleanliness		20	20	

SUB TOTAL**1 - EXTERIOR - C & C****TOTAL DEDUCTIONS**

BOOT, WHEELS & TYRES**Cleanliness & Condition****2C**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

PAINT, SIDE PANELS, MAT OR CARPET	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Chips, scratches, etc	0.1	7	
Poor paint, repair/dents	0.2	7	
Mat or decking, worn/holes	0.3	7	
Pits, rust/corrosion	0.2	7	
Cleanliness		26	

SUB TOTAL

TOOL KIT	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, dents or rust	0.2	7	
Stained, torn or faded manual	0.2	5	
Torn/faded tool pouch/liner	0.2	5	
Cleanliness		5	

SUB TOTAL

SPARE TYRE, WHEEL & COVER	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Damaged wheel or spoke	0.1	2	
Pitted chrome or paint chip	0.1	2	
Rust on wheel or spoke	0.1	2	
Cracked or crazed sidewall	0.2	2	
Less than legal tread	2.0	2	
Cleanliness		8	

SUB TOTAL

WHEELS	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Damaged wheel or spoke	0.2	10	
Pitted chrome or paint chip	0.2	10	
Rust on wheel or spoke	0.2	10	
Cleanliness		20	

SUB TOTAL

TYRES	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Cracked or crazed sidewall	0.2	4	
Less than legal tread	1.0	4	
Cleanliness		8	

SUB TOTAL**2 - BOOT, WHEELS & TYRES - C & C TOTAL DEDUCTIONS**

ENGINE COMPARTMENT**Cleanliness & Condition****3C**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

BRIGHT METAL (CAM COVERS, CARBURETTOR DOMES, ETC)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, etc	0.1	10	
Pitted	0.1	10	
Dented	0.1	10	
Corroded	0.5	10	
Cleanliness		40	
SUB TOTAL			<input type="text"/>

SHEET METAL (FIREWALL, RADIATOR, SUB- FRAMES, BONNET UNDERSIDE, SIDEWALLS, HEATER & BATTERY BOXES)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Paint chips/scratches	0.1	10	
Dents	0.1	10	
Rust	0.2	10	
Poor paint	0.2	10	
Cleanliness		20	
SUB TOTAL			<input type="text"/>

ENGINE BLOCK (HEAD & CARBURETTORS/FUEL INJECTION)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches	0.1	10	
Corroded/rust	0.1	9	
Faded colour (head/block)	0.3	6	
Cleanliness		25	
SUB TOTAL			<input type="text"/>

EXHAUST SYSTEM (MANIFOLDS & DOWNPIPES)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Cracked	0.1	6	
Discoloured	0.1	6	
Rust - manifolds/downpipes	0.1	6	
Scratches	0.1	6	
Cleanliness		6	
SUB TOTAL			<input type="text"/>

GENERATOR/ALTERNATOR/REGULATOR, WIRING, HOSES, BATTERY, CLAMPS & TUBING	MINIMUM PTS/DEFECT	MAXIMUM TOTAL DEDUCTION	POINTS LOST
Frayed/cracked	0.2	6	
Discoloured	0.2	6	
Scratched, pitted or dented	0.1	6	
Corroded or rust	0.1	7	
Cleanliness		15	
SUB TOTAL			<input type="text"/>

3 - ENGINE COMPARTMENT - C & C**TOTAL DEDUCTIONS**

INTERIOR**Cleanliness & Condition****4C**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

WOODWORK, VINYL & LEATHER (OTHER THAN SEATS)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, tears/cracks	0.5	11	
Dents/dimples	0.5	11	
Fading, peeling/worn finish	0.5	11	
Poor fit	0.5	11	
Cleanliness		16	
SUB TOTAL			

HEADLINER, UNDERSIDE OF TOP	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Tears/scratches/rust	0.5	10	
Faded/discoloured	0.3	9	
Wrinkled/loose/bent bows/headliner	0.5	9	
Cleanliness		12	
SUB TOTAL			

DOOR PANELS & ARM RESTS	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, tears/cracks	0.2	6	
Faded, discoloured or worn	0.2	5	
Wrinkled or loose	0.2	5	
Rust, corrosion, pits or dents	0.2	5	
Cleanliness		12	
SUB TOTAL			

SEATS, SQUABS & BELTS	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, tears/cracks	0.2	14	
Fading, discoloured/worn	0.2	14	
Poor fit/wrinkled	0.2	14	
Cleanliness		28	
SUB TOTAL			

HARDWARE, STEERING WHEEL & INSTRUMENTS	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, cracks in leather/glass	0.1	9	
Rust, pits, corroded/dented metal	0.2	9	
Faded/discoloured	0.2	10	
Delamination	0.2	10	
Cleanliness		12	
SUB TOTAL			

CARPETING	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Tears/holes	0.2	10	
Fading, discoloured/worn	0.2	9	
Poor lacing/stitching fit	0.1	9	
Cleanliness		12	
SUB TOTAL			

4 - INTERIOR - C & C**TOTAL DEDUCTIONS**

CONCOURS D'ELEGANCE SUMMARY SHEET

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	
		TRIM	ENG NO	
		SOFT TOP	GEARBOX NO	

JUDGED DEDUCTIONS (1)	PAGE	AUTHENTICITY	PAGE	CONDITION & CLEANLINESS
EXTERIOR	1A		1C	
BOOT, WHEELS & TYRES	2A		2C	
ENGINE COMPARTMENT	3A		3C	
INTERIOR	4A		4C	
TOTAL				

PENALTIES (2)	PENALTY	LOST
ID PLATE INCORRECT	100	
MODIFIED BODY TYPE	50	
UPGRADED MODEL TYPE	25	
ENGINE SERIAL NO INCORRECT	5	
LHD TO RHD (TIE BREAK)		
NON-JAGUAR ENGINE		EXCLUDE
TOTAL		

SCORE SUMMARY		LOST
MAXIMUM POINTS		1290
JUDGED DEDUCTIONS from (1)	MINUS	
PENALTIES from (2)	MINUS	
TOTAL GROSS SCORE	EQUALS	
	Multiply by 100 Divide by 1290	100 1290
NET FINAL SCORE		=

CHAPTER 4

CONCOURS d'ETAT RULES

CHAPTER 4 - CONCOURS d'ETAT RULES

PREAMBLE

1. There shall only be one ACJC-sanctioned National Concours d'Etat per annum.
2. A prerequisite of entry is to complete, certify and submit the approved 'Entry Form' (refer to ANNEXURE A to this chapter).
3. One Car constitutes a Concours d'Etat, with trophies presented as per scoring plateaux shown in Section C.
4. A car is precluded from entry in the Concours d'Elegance and Concours d'Etat at the same event.

A. CONDITIONS OF ENTRY TO CONCOURS D'ETAT

1. The entrant must be a member of an ACJC affiliated Club.
2. The vehicle must be Jaguar-engined and must have been produced by Jaguar Cars Ltd (or its predecessor or successor in title). However, Jaguar-engined sports racers, specials and replicas are also eligible.
3. The vehicle must be road or Club registered.
4. The vehicle must not have been awarded a Gold, Silver or Bronze award in either of the previous two National Concours d'Elegance and must not have been first outright in this event (Concours d'Etat) at the preceding year's National Rally.
4. The vehicle must have attended at least 3 Club runs or similar events (excluding general meetings) in the previous 12 months. Entrants must obtain confirmation from the Club secretary of the car's attendance at events advertised in the Club calendar.

Note: This rule may be varied at the discretion of the Concours Director and/or Chief Judge by application at the time of entry. This allows some leeway for country members and in the case of change of ownership, etc.

6. The car must be driven in the Cavalcade at the National Rally.

B. SCORING PROCEDURES

1. Areas to be Judged:

The car will be judged in a similar fashion to the Concours d'Elegance class, except that authenticity will not be reviewed. Only cleanliness and condition will be judged. The Underbody will not be judged.

2. Judging is in four Sections (refer to ANNEXURE B to this chapter for the judging sheets):

1. Exterior;
2. Boot, Wheels & Tyres;
3. Engine Compartment;
4. Interior;

on 'Cleanliness & Condition' but not 'Authenticity'.

5. Scoring:

Scoring is by deductions and expressed 'out of ten' by the following formula:

$$\frac{(\text{Total points available [921]} - \text{Points deducted})}{\text{Total points available [921]}} \times \frac{10}{1}$$

ACJC National Rally Manual

C. TROPHIES

1. Awards will be made for 1st, 2nd and 3rd outright and for achieving the following levels:
 - a. Gold Award 9.25 or more.
 - b. Silver Award 8.25 to 9.24.
 - c. Bronze Award 7.0 to 8.24.

2. Perpetuals

ACJC perpetual trophies will be awarded for the Outright Winner and for the highest aggregate points gained from the Concours d'Etat and Sporting sections.

D. QUALIFICATIONS & PROHIBITIONS FOR JUDGES

1. Judges may not judge their own car or model group in which that car is competing; neither may they judge the car or model group in which the car of a spouse or other relative is competing. If a person or member of a firm has performed existing cosmetic restoration on a car, they may not judge the model group in which that car is competing.
2. The Chief Judge shall not be permitted to enter a car , owned by either himself or his partner, in the competition.
3. Judging teams must remain intact throughout the judging procedure. No substitution of judges is permitted once judging has begun. The only exceptions to this rule are those outlined in Clause 3 above and incapacitating illness of a participating judge.

E. RULES CHANGE

1. The rules set out in the above were amended at the 1999, 2000 and 2005 Annual General Meetings of the ACJC
2. Any proposed changes to the rules must be submitted first to the ACJC (or its Concours Committee where constituted) for evaluation. Where appropriate, the Concours Committee will make its recommendations to the ACJC for approval at the ACJC Annual General Meeting.

New or revised rules adopted by the ACJC at an Annual General Meeting become effective in the calendar year following the year of their adoption. . However, amendments to Concours rules will only apply if they have been agreed by the ACJC more than six months prior to the conduct of the National Rally.

In exceptional circumstances, this rule may be waved by the ACJC where it is considered that the amendment will not disadvantage competitors who have already commenced preparation of their cars based on the previous rules.

3. No proposals for changes to Concours rules previously approved or defeated at an ACJC Annual General meeting may be reintroduced for at least one year.

Annexures:

- A. Concours d'Etat Entry Form
- B. Concours d'Etat Judging Sheets

ANNEXURE A TO CHAPTER 4 *CONCOURS
d'ETAT*

ENTRY FORM

ENTRANT

NAME	
ADDRESS	
PHONE CONTACT	
ACJC AFFILIATED Club	
MEMBERSHIP NUMBER	

CAR ENTERED

JAGUAR/DAIMLER TYPE		YEAR	
MODEL		BODY TYPE	
REGISTRATION NUMBER		STATE	

CONDITIONS OF ENTRY

It is strongly recommended that entrants familiarise themselves with the current edition of the ACJC National Rally Manual, as amended from time to time, especially Chapter 4 - Concours d'Etat Rules and Chapter 5 - Judging Instructions.

1. Following finalisation of the results of the Concours d'Etat, a copy of your Judging Sheets will be forwarded to you, for your information and constructive feedback. However, in the spirit of providing this information, a prerequisite undertaking, given by your signature below, is that the results as distributed must be accepted as being **final**, and any feedback will be clearly understood to be unable to alter the results as finalised.
2. Entries must be returned to the Rally Director byotherwise your entry will not be accepted.

PHOTOGRAPH

Entrants are encouraged to enclose a photograph and brief details/history of their car for inclusion in the Rally Programme.

DECLARATION FOR ENTRY

I hereby apply to enter the Jaguar National Rally Concours d'Etat, and acknowledge that acceptance of my entry is conditional on having noted and agreed to the 'Conditions of Entry' as listed above.

SIGNED.....

DATE.....

EXTERIOR**Cleanliness & Condition****1**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

BODY, DOORS, BONNET(INCLUDES DOOR JAMBS, SHUT/HINGE FACES, SILLS & RUBBER SEALS)	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Dent/ripple	0.2	6	8	
Poor repair	0.2	6	8	
Poor fit	0.2	6	8	
Crack	0.2	6	7	
Rust	0.1	6	7	
Poor/deteriorated rubber	0.2	10	12	

SUB TOTAL

PAINT FINISH (INCLUDES DOOR JAMBS, SILLS & SHUT/HINGE FACES)	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Scratch	0.1	6	7	
Chip/peel	0.1	6	7	
Fading (Obvious)	0.5	5	7	
Worn paint	0.5	6	7	
Orange peel, fisheye, etc	0.5	5	7	
Paint overspray	0.2	5	7	
Cleanliness		22	26	

SUB TOTAL

GLASS	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Discoloured or cloudy	0.5	10	10	
Scratches/chips	0.2	8	8	
Cracked/split	0.5	8	8	
Cleanliness		15	17	

SUB TOTAL

TOP, SIDE CURTAINS, TONNEAU & HALF TONNEAU	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Scratch, tear or hole	0.1	4	NA	
Poor fit	0.2	4	NA	
Frayed/loose bindings	0.2	4	NA	
Faded	0.4	4	NA	
Creases/wrinkles	0.2	4	NA	
Cleanliness		5	NA	

SUB TOTAL

CHROMEWORK (INCLUDING ACCESSORIES)	MINIMUM PTS/DEFECT	MAX LOSS DHC/OTS	MAX LOSS SEDAN/FHC	POINTS LOST
Dents/ripples	0.1	6	6	
Pits/rust	0.1	6	6	
Lifting/peeling	0.5	6	6	
Scratches, worn or faded	0.2	6	6	
Paint overspray	0.1	6	6	
Poor rubber component	0.5	6	6	
Cleanliness		20	20	

SUB TOTAL**1 - EXTERIOR - C & C****TOTAL DEDUCTIONS**

BOOT, WHEELS & TYRES**Cleanliness & Condition****2**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

PAINT, SIDE PANELS, MAT OR CARPET	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Chips, scratches, etc	0.1	7	
Poor paint, repair/dents	0.2	7	
Mat or decking, worn/holes	0.3	7	
Pits, rust/corrosion	0.2	7	
Cleanliness		26	

SUB TOTAL

TOOL KIT	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, dents or rust	0.2	7	
Stained, torn or faded manual	0.2	5	
Torn/faded tool pouch/liner	0.2	5	
Cleanliness		5	

SUB TOTAL

SPARE TYRE, WHEEL & COVER	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Damaged wheel or spoke	0.1	2	
Pitted chrome or paint chip	0.1	2	
Rust on wheel or spoke	0.1	2	
Cracked or crazed sidewall	0.2	2	
Less than legal tread	2.0	2	
Cleanliness		8	

SUB TOTAL

WHEELS	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Damaged wheel or spoke	0.2	10	
Pitted chrome or paint chip	0.2	10	
Rust on wheel or spoke	0.2	10	
Cleanliness		20	

SUB TOTAL

TYRES	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Cracked or crazed sidewall	0.2	4	
Less than legal tread	1.0	4	
Cleanliness		8	

SUB TOTAL**2 - BOOT, WHEELS & TYRES - C & C TOTAL DEDUCTIONS**

ENGINE COMPARTMENT**Cleanliness & Condition****3**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

BRIGHT METAL (CAM COVERS, CARBURETTOR DOMES, ETC)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, etc	0.1	10	
Pitted	0.1	10	
Dented	0.1	10	
Corroded	0.5	10	
Cleanliness		40	
SUB TOTAL			<input type="text"/>

SHEET METAL (FIREWALL, RADIATOR, SUB- FRAMES, BONNET UNDERSIDE, SIDEWALLS, HEATER & BATTERY BOXES)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Paint chips/scratches	0.1	10	
Dents	0.1	10	
Rust	0.2	10	
Poor paint	0.2	10	
Cleanliness		20	
SUB TOTAL			<input type="text"/>

ENGINE BLOCK (HEAD & CARBURETTORS/FUEL INJECTION)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches	0.1	10	
Corroded/rust	0.1	9	
Faded colour (head/block)	0.3	6	
Cleanliness		25	
SUB TOTAL			<input type="text"/>

EXHAUST SYSTEM (MANIFOLDS & DOWNPIPES)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Cracked	0.1	6	
Discoloured	0.1	6	
Rust - manifolds/downpipes	0.1	6	
Scratches	0.1	6	
Cleanliness		6	
SUB TOTAL			<input type="text"/>

GENERATOR/ALTERNATOR/REGULATOR, WIRING, HOSES, BATTERY, CLAMPS & TUBING	MINIMUM PTS/DEFECT	MAXIMUM TOTAL DEDUCTION	POINTS LOST
Frayed/cracked	0.2	6	
Discoloured	0.2	6	
Scratched, pitted or dented	0.1	6	
Corroded or rust	0.1	7	
Cleanliness		15	
SUB TOTAL			<input type="text"/>

3 - ENGINE COMPARTMENT - C & C**TOTAL DEDUCTIONS**

INTERIOR**Cleanliness & Condition****4**

CAR TYPE	MODEL	SPEC	BODY NO	ENTRANT NO
REG NO	COLOUR	PAINT	VIN NO	

WOODWORK, VINYL & LEATHER (OTHER THAN SEATS)	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, tears/cracks	0.5	11	
Dents/dimples	0.5	11	
Fading, peeling/worn finish	0.5	11	
Poor fit	0.5	11	
Cleanliness		16	
SUB TOTAL			

HEADLINER, UNDERSIDE OF TOP	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Tears/scratches/rust	0.5	10	
Faded/discoloured	0.3	9	
Wrinkled/loose/bent bows/headliner	0.5	9	
Cleanliness		12	
SUB TOTAL			

DOOR PANELS & ARM RESTS	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, tears/cracks	0.2	6	
Faded, discoloured or worn	0.2	5	
Wrinkled or loose	0.2	5	
Rust, corrosion, pits or dents	0.2	5	
Cleanliness		12	
SUB TOTAL			

SEATS, SQUABS & BELTS	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, tears/cracks	0.2	14	
Fading, discoloured/worn	0.2	14	
Poor fit/wrinkled	0.2	14	
Cleanliness		28	
SUB TOTAL			

HARDWARE, STEERING WHEEL & INSTRUMENTS	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Scratches, cracks in leather/glass	0.1	9	
Rust, pits, corroded/dented metal	0.2	9	
Faded/discoloured	0.2	10	
Delamination	0.2	10	
Cleanliness		12	
SUB TOTAL			

CARPETING	MINIMUM PTS/DEFECT	MAX TOTAL DEDUCTION	POINTS LOST
Tears/holes	0.2	10	
Fading, discoloured/worn	0.2	9	
Poor lacing/stitching fit	0.1	9	
Cleanliness		12	
SUB TOTAL			

4 - INTERIOR - C & C**TOTAL DEDUCTIONS**

CONCOURS D'ETAT SUMMARY SHEET

CAR TYPE	MODEL
REG NO	COLOUR

ENTRANT NO

JUDGED DEDUCTIONS (1)	PAGE	CONDITION & CLEANLINESS
EXTERIOR	1	
BOOT, WHEELS & TYRES	2	
ENGINE COMPARTMENT	3	
INTERIOR	4	
SUB TOTAL		

SCORE SUMMARY		LOST
MAXIMUM POINTS		921
JUDGED DEDUCTIONS from (1)	MINUS	
TOTAL GROSS SCORE	EQUALS	
	Multiply by 10 Divide by 921	<u>10</u> 921
NET FINAL SCORE		=

CHAPTER 5

JUDGING INSTRUCTIONS

CHAPTER 5 – JUDGING INSTRUCTIONS

PART 1 - INSTRUCTIONS AND GENERAL NOTES FOR THE JUDGE

A. DEALING WITH THE ENTRANT

When approaching a car for the first time the judge's first duty is to determine if the owner or representative of the owner is present and ready to present the car. (refer to Chapter 3, Section A, Clause 8).

As a judge you should expect the owner/representative to have the bonnet raised, top erected and the boot open, with tools (if appropriate to that model) and other necessary items on display.

The exterior judge should require the vehicle to be closed up before he begins work. Refer to Chapter 3, Section E, Clause 3.

Before you begin judging, it is essential that you examine the head of the scoresheet to determine that all information (particularly body style) given about the car is complete and correct. Draw a line through the Maximum Deduction/Body Style column that is NOT APPLICABLE to the car being judged. This will prevent inadvertent judging in the wrong column.

You have a responsibility not only to the Rally Director and the Club hosting the Concours, but to the entrant as well, to judge each vehicle impartially and without bias. Judges should never compare one entry with another within hearing of any participant. This sort of conversation should be held privately, only between designated judges.

Do not encourage conversations with entrants during judging other than requesting that a door be opened or functional items be operated as necessary. Extraneous conversations slow judging; some participants will see conversation with the judge as an opportunity to 'sell' the car or to excuse the appearance of an item. A vocal, persuasive and persistent owner can be far too much for any judge, and a judge should not have to put up with such behaviour during the judging process. Refer to Chapter 3, Section A, Clause 10.

Documentation for a vehicle is the responsibility of the owner and must be made available on request of the judge. A simple cardboard folder containing the documents pertaining to the authenticity of a portion of the car which the entrant feels a judge may question should be available at judging time. If the owner/representative does not provide a satisfactory response, the judge is free to draw his own conclusions. A judge cannot make an accurate judgement in the absence of accurate evidence. It would not be amiss for a judge to take the time to review a car with an entrant who is seriously concerned and interested in improving his car and knowledge of the marque. This sort of discussion should properly take place following completion of the day's judging. Avoid like the plague the entrant who is prepared to argue about points which have been deducted. This person is merely looking for justification for a vehicle which may more than likely be deficient in some areas. Remember that the interested entrant will want the benefit of your knowledge. The answer for one who is willing to argue with you is that your decision as a judge is FINAL. No judge should be subjected to any pressure as a result of his or her scoring.

B. THE JUDGE AND THE CAR

Rules and guidelines for judging in ACJC sanctioned National events have evolved over the last decade by conscientious trial and error. They are not perfect by any means, but the ACJC Rules have set the owners of Jaguar cars on a correct course towards seeking originality and authenticity.

The competitiveness of cars being entered throughout the country in ACJC-sanctioned Concours d'Elegance has risen considerably. The judging teams face the enormously difficult task of competently and quickly scoring exceptionally well restored and prepared cars, some of which may be separated by less than a point in scores.

For this reason, it is important that all judges apply the accepted rules and standards to each car in the same way. Similarly, it is equally important that cars with the same defect, from different classes, appraised by different judges and judged in different areas of the National Rally, all suffer the same degree of penalty for the same flaw.

Jaguars were conceived and built to be driven and all judges should keep this in mind. There are defects in the manufacturing processes and defects created through use. Therefore it is essential that penalties be applied in proportion to the importance of the defect or malfunction.

The scoresheet is based on a negative system where the judge simply writes down what he wants to deduct. There is no subtraction or other mathematical calculation to be done by the judge.

To minimise scoring errors where less than a whole point is deducted, the judge should place a '0' in front of the decimal point, ie '0.4'. For whole numbers it is suggested that they be written with a '0' after the decimal point, ie '4.0'.

To assure the scorekeepers that a judge has not forgotten to evaluate a particular item, all blanks on the sheet should be filled. Place either an '0' or a dash '-' in any empty boxes where no deduction is to be made.

The Points Per Defect shown on the scoresheet are minimums. If a judge considers a particular defect to be more extensive than the minimum allows, he may take off more points than the minimum.

If a situation is encountered where a judge wishes to deduct more points than the maximum allowed, a provision has been made whereby he may do so. Refer to Chapter 3, Section B, Clause 3b.

When there is some aspect of a restoration or an original vehicle that is unusual or difficult to imagine being true, it is incumbent upon the owner to prove his claim beyond doubt.

It is the responsibility of the owner to present an authentic restoration; it is the responsibility of the judges to recognise and confirm the vehicle's authenticity, and it is the responsibility of the owner to furnish proof when the judge questions any point of authenticity or aesthetics.

No matter how carefully judges are selected, it must be acknowledged that no one person should be burdened with the weight of infallibility. Nobody knows all things about all cars of a particular marque or era.

The role of the judge should not be to prove the facts, but judge the claim based on the evidence submitted. All individuals have their preference as to particular model or body style but a judge must not. All models and body styles are one as far as the judge is concerned. No favourites are to be entertained. At all times, remember that you are evaluating the car as it exists, not the owner.

C. MISCELLANEOUS JUDGING AIDS

1. If you know that you will be judging the exterior, interior or engine compartment sections, dress accordingly. Avoid large belt buckles or articles of clothing with metal trim or zippers. These items may damage paint or upholstery as you bend over to examine an item, or get into or out of cars. Pendants or other such jewellery, including rings, should be removed during judging.

Do your eating and drinking before judging. A show quality black E-Type was once damaged by a mug when the judge who was holding it slipped on uneven ground and fell onto the car.

2. Judges should preferably supply their own equipment. Bring along a clipboard, pens and perhaps some scrap paper for making notes. Be on time for the show and any judges' meeting.
3. **KNOW YOUR RULE BOOK.** Be familiar with the rules and regulations set down in Chapters 3 and bring your own copies with you to the Concours.

4. The primary purpose of judging is to determine the outstanding vehicles in each class. Consequently it is suggested that the point spread between a well-prepared car and a poorly-prepared car should be substantial. For example, if 10 points are allocated for a given item, the judge should group the less well-prepared cars in the 1-5 point range while the more fully-detailed cars should fall into the 6-10 point category. Scores should reflect the often considerable differences between cars.
5. Be objective, ie deduct points for actual flaws found, despite age, mileage or usage.
6. Above all, be consistent in deductions from car to car.
7. Of two identically prepared cars, the most original and/or authentic specimen must win.
8. An entrant may often make some special effort of showmanship in displaying his vehicle, eg decanters and glasses of flowers in vases on the trays of the sedan models, horizontal alignment of the word 'Jaguar' on the hubcaps or perhaps positioning the brand name of the tyres identically on all four wheels. No judging attention should be paid to such efforts, although we may mentally applaud the owner's efforts on behalf of his/her car.
9. Individual judges should take particular care in how they apply the 60% non-original/authentic penalty (refer Chapter 6, sub-para A5c.) they should confer with their colleagues before doing so in a questionable situation. For example, an XK140 with vinyl upholstery should automatically receive the maximum non-authentic penalty in the sub-section of the judge's scoresheets dealing with seats, without the judge conferring with the rest of the judging team.

In another instance, scores in every E-Type class at an event were almost irretrievably ruined when a relatively inexperienced judge deducted the maximum from the interior score of every E-Type in the show that was lacking a toe board. A toe board is an upholstered flat footrest placed across the footwell for the comfort of short-legged passengers. Toe boards were supplied only intermittently by the factory after 1962 on Series I E-Types following critic's comments that short passengers couldn't comfortably reach the floor. The boards were never supplied with any Series III cars.

The problem lies in the fact that Coventry was not consistent in supplying vehicles with toe boards when they left the factory, so that some cars received them and others did not. If this judge had taken a moment to confer with the other four members of the judging staff, it would have become clear that penalising all E-Types for an item which was supplied in an unpredictable manner on the Series I & II cars and not at all on the Series III was capricious in the extreme.

Most important was the blatant misinterpretation of the non-authentic penalty, which applies only to the use of non-authentic replacement parts or materials, and certainly should not have been applied when dealing with a missing item. The necessity of conferring with other judges before applying penalty points in a situation that is ambiguous at best cannot stress enough.

Painting a car properly and maintaining a lasting lustre requires a great deal of skill and time. The judge should look for runs, sags, orange peel, ripples in the bodywork, and deduct for these imperfections. Body panels should fit well, with the same gap at the top as at the bottom.

Sloppy waxing is easily spotted in the area of weather stripping as wax will tend to remain along the edges of the rubber unless the entrant has taken the time to clean it out. Ideally, weather stripping and rubber mouldings should be clean, uncracked and black.

Water spotting on chromework, or wax left behind is easy to spot.

If checking wire wheels, look through the spokes to see if the interior hub of the wheel has been cleaned. Spokes also tend to rust where they pass through the rim and the hub. Leather items which have been properly maintained over the years should show a minimum amount of cracking and fading. Leather deteriorates most quickly in hot climates or when the car has been left unprotected in direct sunlight for long periods of time.

ACJC National Rally Manual

Many of the older models feature large amounts of woodwork which require a lot of time and effort to keep in good condition. These finishes should be shiny. No marks or scratches should be evident, nor should there be peeling or separation of the laminated layers of wood. Carpeting should be clean and have a strong authentic and unfaded colour. A good area to check for cleanliness is to examine edges near the seats and door sills.

CHAPTER 6

JUDGE'S GUIDE

CHAPTER 6 - JUDGE'S GUIDE

A. AUTHENTICITY REQUIREMENTS

1. **Definition.** A part, component, finish, colour or material is considered to be authentic if it is genuine Jaguar for the particular year and model of the car being shown and as it was specified and intended by Jaguar to leave the factory.

Replacement parts, regardless of manufacturer, are acceptable only if they meet the exact specifications of the original item or material.

2. Authentic options are those listed in Jaguar parts books or official Jaguar sales literature. Only proof from those sources or from the Jaguar Cars Ltd factory is acceptable. Examples noted are:

- a. **Tow Bars.** Only factory supplied tow bars, optional original equipment or authentic replacement equipment will be accepted.
- b. **Mud Flaps.** Only factory supplied mudflaps, optional original equipment or authentic replacement equipment will be accepted.

3. **Specific Applications and Exceptions**

- a. **Batteries.** Lucas and other batteries which were original equipment in Jaguar cars are considered expendable and may be replaced with a battery of any manufacturer so long as it is of a like voltage and configuration as the original. (refer to Section E, Clause 4c of this chapter).
- b. **Window Glass.** Any window glass that meets the requirements of the original specifications on form, fit and function (colour) will be acceptable. There will be no penalty in judging authenticity for the presence of laminated screens.
- c. **Tyres.** Tyres are considered expendable and may be replaced only with comparable or superior equipment of original size and compatibility with the vehicle. (Refer to ANNEXURE A of this chapter).

The standard industry tyre sizes which are moulded into tyre side walls are acceptable proof of correct size, without further measurement.

There shall be no penalties for owner's preference of white or black wall or red stripe cosmetics. All five tyres installed on a vehicle presented for judging must be identical.

- d. **Fire Extinguishers.** There will be no penalty in judging authenticity for the presence of fire extinguishers.
- e. **Burglar Alarms.** There will be no penalty in judging authenticity for the presence of burglar alarms or immobilisers.
- f. **Engines.** Engines changed under factory warranty will be acceptable, however warranty replacement must be substantiated.
- g. **Recall.** Components affected by official factory recall/modification programs will be acceptable as original fitment and/or specification.
- h. **Turn Indicators.** There will be no penalty in judging authenticity for the presence of turn indicators.
- i. **Seat Belts.** There will be no penalty in judging authenticity for the presence of seat belts.

4. The only TWR modifications to be considered as authentic are the products jointly built by TWR and Jaguar Sport. These include the XJRS. The onus is upon the entrant to substantiate that the car was delivered with the Jaguar Sport options factory fitted.

5. **General Instructions on Authenticity Points Deductions.** Mandatory deductions apply for wrong item or material for model and missing items. Rules that apply are:
- The item is either right or wrong; deductions are per item. When an item is improperly missing, the deduction applies.
 - Use only the exact deduction. If the item is not listed, assign deduction points comparable to a similar item found on the list.
 - Points are total material points in each element of a section on the scoresheet (eg Carpeting element in the Interior Section). Maximum deduction is 60% of material points for an element. The cumulative total of non-authentic deductions in any section shall not exceed the Maximum Deduction for that section.
 - Unless shown otherwise, the deductions are for all models and years.

B. EXTERIOR

1. Body, Paint, Top, Tonneau, Boot Cover and Side Curtains

- Body.** Inspect for originality of body panels. If replacement panels have been used, ascertain authenticity of materials (ie no fibreglass). Consider materials (steel, aluminium, fibreglass), shapes (flares, air scoops), and exchange of parts between models for authenticity when judging. Sunroofs must be of the sliding metal type, factory installed or factory approved for installation. Look for excessive misalignment of doors, bonnet and boot lid. Check for rot, dents, and determine if the body has been altered in any respect from the original design. Include condition of all rubber mouldings and mounts, gasketing and windscreen wiper blades.

NOTE. It should be noted that many early XK series cars came from the factory with a certain amount of misalignment defects, particularly in the doors. However, excessive misalignment should be penalised.

- Paint.** Consider the overall appearance while inspecting for authenticity/originality of colour (refer ANNEXURE C to this chapter). Include depth of finish, and look for nicks, stone chips, scratches, checking or crazing of the paint. Overspray on a repainted car may be noticeable on the chrome trim and rubber mouldings, or in the engine compartment due to improper masking. XJ6C & XJ12C, Daimler equivalents and certain vintage coupes had vinyl tops. No penalty for type of paint. Colours must be reasonably close to production standards for year and model. Metallic colours or two-tone colour schemes must adhere to factory standards. Non-production colours must be proved to have been originally factory applied to the car.
- Top, Tonneau/Boot Cover, Side Curtains.** Inspect for authenticity/originality of materials, appearance (especially cracks, peeling and tears) and cleanliness. Include in your evaluation, the fit of the item (refer Chapter 3, Section F).

2. Chromework, Including Accessories

Inspect for originality/authenticity of chromework. Common flaws are discolouration, pits, scratches and corrosion. If items have been rechromed, look for grind marks, major changes in colouration (ie nickel showing through) loss of definition through over-working in preparation. Inspect accessories for originality as per factory or dealer installed optional equipment. At the same time, remember to inspect chrome resonators and tail pipes if appropriate for the model.

3. **Wheels**

- a. Correct size and type for model as available from factory required. Ace discs and Rimbellishers permitted if offered by factory. No bolt-on wire simulations.
- b. **Painted Wheels.** Inspect for originality/authenticity of the wheel, and condition of the paint. Consider the rim itself; is it dented or scratched? Include the condition of the spokes as well as any road grime in your evaluation. In the case of painted wire wheels, determine if the correct size and type of wheel is on the car.
- c. **Chrome Wheels.** Inspect for originality/authenticity of the wheel, including correct model and size for the car. Consider the condition of the spokes, and road grime.

4. **Tyres**

- a. Inspect for original/authentic tyres, or replacement with comparable or superior equipment of proper size and compatibility with the vehicle (refer ANNEXURE URE A to this chapter). Any brand acceptable but size but must be consistent with original in profile. Type must be consistent with availability for vintage of car.
- b. Look for abnormal wear, blemishes, chunking of tread, scuffing and presence of valve caps. Consider cleanliness and appearance. Take into consideration that most cars were available from the factory with either black or white wall tyres.

5. **Glass, Including the Side Curtains and Window in a Soft Top**

- a. Any window glass that meets the requirements of the original specifications on form, fit or function (colour) will be acceptable.
- b. Consider the clarity of the item; check for scratches, pits, discolouration or separation of the laminated layers which often happens in the corners of the windscreen. Inspect glassed-in headlamps of the kind found on the E type series. Remember to look at the glass lenses of the Classic series headlamps, up to but not including the Mark V, or any XK120 with PF 770 Tribar lamps. In cars with sealed beam lamps, check and see if lamps are identical in make.
- c. Perspex (plastic) used in OTS tops and side curtains are to be judged as glass.

C. INTERIOR

1. **Woodwork or Leather Cockpit Trim and Kick Panels**

- a. **Woodwork.** Inspect for originality/authenticity of replacement materials and design. Proper fastenings (ie screws and escutcheons, etc) of the correct size should be fitted. Consider overall appearance, condition and cleanliness; in particular, look for scratches, chips, cracked varnish surfaces and separation of the laminated layers.
- b. **Leather (or Vinyl) Cockpit Trim and Kick Panels.** Inspect for authenticity/originality of materials and design. Proper fastenings of the correct size should be fitted. Consider overall appearance, condition and cleanliness as well as scuff marks, colour fading, scratches.

2. **Hardware, Steering Wheel and Instruments**

- a. Inspect for originality/authenticity of items considered. Consider overall appearance and cleanliness. Check the condition of chromed items. Consider if the facia (and console if appropriate) is of the correct configuration for the model (ie if painted, is it the proper colour?) and in good - excellent condition.

ACJC National Rally Manual

- b. **Instruments.** Inspect for authenticity of instruments. Jaguar cars were supplied with Jaeger, Smiths and Lucas gauges. Is the instrumentation complete? Are there any items missing from the fascia, such as switches, cigar lighter, etc?

- c. **Steering Wheel.** Inspect for originality or authenticity of replacement items. Is the wheel correct for the model on which it is installed? If wood, look for separation of the laminated layers and cleanliness of the aluminium spokes. If of other material, look for chips or nicks and scratches.

3. Headliner or Underside of the Top

Inspect headliner for originality or authenticity of replacement materials, including proper colour and design. Fit of the headliner should be considered as well as cleanliness. On some models, padding and the headliner of the soft top should be considered (ie drophead coupes featured padded, lined soft tops).

4. Seats and Squabs (Seat Backs) Leatherwork

Inspect for originality or authenticity of replacement materials, including proper colour and design (ie proper number of pleats, or smooth seat if applicable). Look for tears, discolouration or fading, cracks and peeling. Consider seat backs as well.

Note. Lifting out the seat cushions in most E-Types is not possible, and for many other models it is not feasible because of the time required to remove the seat.

5. Carpeting

- a. Inspect for originality or authenticity of replacement materials, including proper colour, cut and fit. Look for cleanliness, wear and scuff marks on footpads. Be sure to look behind the seats.
- b. If a judge should wish to examine under the seat cushions, it should be noted that the seats of XK series cars rest directly on the carpeting below, resulting in a superficial amount of wear on the carpet surface.

6. Door Panels and Armrests

Inspect for originality or authenticity of replacement materials. Check the design, as well as condition and cleanliness. Proper fastenings of the correct size should be fitted. If appropriate, look down into the map cases on the doors, and when fitted, inspect the underside of the armrests.

D. BOOT

1. General

- a. Inspect for originality or authenticity of replacement materials. Be sure areas relating to boot appointments, such as trim panels, carpeting or vinyl matting, spare tyre well and painted components (ie underside of boot lid, petrol tank, etc) are correct.
- b. Be aware that some models had fitted luggage as an option.

2. Spare Tyre, Including the Cover and Wheel

- a. Inspect as in Clause 4 of Section B to this chapter.
- b. Wheel must be the correct type. In addition, ascertain that the spare tyre cover is of original or authentic material and of correct design for the car. The spare tyre should be correct type and, where appropriate, identical to the tyres mounted on the road wheels.

3. Tool Kit, Jack & Hammer, Owner's Manual

- a. Inspect for completeness and condition of both tools and pouch/fitted toolbox. Check to see that the kit as well as the jack and hammer (or wheel brace) are properly mounted.
- b. Jaguar tool kits varied greatly from model to model. A good way to have some idea of proper tools is to compare the kits of two similar cars of good quality. Often differences will be apparent. Judges should definitely confer among themselves before deducting points.

ACJC National Rally Manual

- c. Some models were not supplied with tool kits as standard, although they were available as an option. If you are judging such a model that did not have tools as standard items, no deductions are to be made on the score sheet.
- d. **Owner's Manual.** Inspect for originality or authenticity of any replacement item, and its envelope or container. Any other paperwork that was supplied with the car (such as the Warranty Certificate) may be displayed but factory shop manuals and spares catalogues, along with introductory, advertising brochures belong home on the shelf. No judging attention or bonus points are to be given for extra paperwork displayed.

E. ENGINE COMPARTMENT

Despite the difficulty of maintaining an engine compartment, cleanliness and condition of painted and other surfaces of the engine compartment of a car prepared for Concours should be excellent. NO EXCUSES. Extra cooling fans or carburettors, headers, horns, or other non-factory available items for the model, are not authentic. Hoses and hose clamps must match original. Front suspension or shock absorber components are not judged in this section.

1. Bright Metal (Appearance and Cleanliness)

- a. Inspect chrome studs, chrome bolts, fuel lines, exhaust covers, oil and transmission dipsticks, valve covers, radiator and radiator overflow tank caps, hydraulic lines, air conditioning metal tubing and hose clamps. All of the above mentioned parts should be cleaned and shined. Remember that engines will vary in the amount of brightwork.
- b. Be sure to watch for (and deduct points for) non-standard chroming or finishes of any sort that depart from the original character of the vehicle. Surfaces may not be replated other than as original, ie cadmium cannot be replaced with chrome.

2. Exhaust Manifold and Exhaust (Down) Pipes

- a. Inspect the porcelain for originality, blisters, crazing and rust.
- b. Note in particular that all XK series cars and six cylinder E-Types had porcelainised exhaust manifolds. Cars from 1973 onwards, including V12 E-Types and the XJ Series 2 did not.
- c. Plain or light coat of rust is authentic on down pipes or factory non-painted or non-porcelainised manifolds. Also, moderate discolouration on stainless steel downpipes is acceptable.

3. Sheet Metal (Firewall, Radiator Shell, Etc)

- a. Inspect the general condition, cleanliness and originality of the metal and paint, or authenticity of replacement materials used.
- b. Particular attention should be paid to the firewall, radiator shell, fans and fan shrouds, splash pans, air cleaner housings, battery tray and mudguard valances.

4. Wiring, Radiator Hoses and Batteries

- a. **Wiring.** Inspect for originality of materials, or authenticity of replacement parts, paying particular attention to spark plug wires, plug caps, connectors, braiding, wire ends, fasteners, relays and junction boxes. Condition and cleanliness of these components should be considered. Is any insulation cracked or peeling?
- b. **Radiator Hoses.** Inspect for originality or authenticity of replacement parts (ie has the owner merely replaced a worn hose with a Gates item or has the proper hose been put back on?). Hoses should be black and clean, with no cracks visible.

- c. **Battery.** Include the battery hold down. Consider cleanliness, and inspect for corrosion on the battery and the condition of the paint on the battery hold down.

Examples. XK series cars had black Lucas batteries. Watch for non-standard configurations, such as one 12V battery in an XK 120 instead of the proper pair of 6V originally supplied. Be sure the battery is installed in the correct place. Early XJ series cars had black Lucas batteries; later cars in the series were supplied with a black Lucas battery with prominent red and white accents.

5. Engine Block and Head

- a. Model/year dictates what factory-furnished engines were available. The car shall have a factory production furnished engine for the year and/or model. Carburetors and head type shall be as factory available for the model.
- b. Inspect deep into the engine compartment, looking beyond the bright metal. Does the car have the correct engine block? Consider whether the block is painted the correct colour, or if it should be painted at all (ie Mk IV cars had bare metal blocks).
- c. Inspect further for oil leaks, discoloured paint on the block and around the spark plug holes. Is the paint on the head the original or authentic (refer ANNEXURE URE B to this chapter for details). Check the condition and cleanliness of the transmission housing.
- d. Look at the condition and cleanliness of engine accessory items such as the generator and starter. 3.8 E-Types had a dynamo (generator), not an alternator.

Annexures:

- A. List of Original Equipment Tyre Sizes.
- B. XK Engine - Cylinder Head Colours.
- C. ACJC Authentic Colours (Definitive Listing).

ORIGINAL EQUIPMENT TYRE SIZES

Every consideration should be paid to selecting a replacement tyre with the same side aspect ratio as the OEM tyre. This ensures that the car will maintain the proper stance and appearance as designed. All information given here is directed to that end.

SS II	4.74 x 18 (Dunlop) *
SS Jaguar 1 1/2 (pre 1938)	4.75 x 18 (Dunlop) *
SS Jaguar 2 1/2, 3 1/2 (pre 1938)	5.25 X 18 OR 5.50 X 18
SS Jaguar 1 1/2 1938 - 40 All Steel	5.25 x 18 (Dunlop '90')
SS I	5.50 x 18 (Dunlop)
SS 90	5.50 x 18 (Dunlop)
SS Jaguar 2 1/2 1938 - 40 All Steel	5.50 x 18 (Dunlop '90')
SS Jaguar 3 1/2 1938 - 49 All Steel	5.50 x 18 (Dunlop)
Jaguar (Mark IV) 1 1/2, 2 1/2, 3 1/2	5.50 x 18 (Dunlop)
Mk V	6.70 x 16 (Dunlop Super Comfort)
XK 120	6.0 x 16 (Dunlop Roadspeed)
XK 140	6.0 x 16 (Dunlop Roadspeed)
XK 150	6.0 x 16 (Dunlop Roadspeed)
Jaguar (Mk 1) 2.4, 3.4	6.40 x 15 (Dunlop Roadspeed) (After LHD 127785, C 41 Gold Seal Whitewall optional)
Mk 2 2.4, 3.4 3.8	6.40 x 15 (Dunlop Roadspeed)
XKE Ser. 1 3.8, 4.2	6.40 x 15 (Dunlop RS5)(185 x 15 SP41 optional after 5/63) ** 3.8 E-types should not be fitted with 6.70 tyres.
3.4S, 3.8S	6.40 x 15 or 185 x 15 SP41 Radial (Dunlop). Only SP41 after LHD 3.4 1B25084, 3.8 1B75382. **
420	6.40 x 15 or 185 x 15 SP41 Radial (Dunlop) **
240 & 340	6.40 x 15 (Dunlop Roadspeed) (185 x 15 SP41 Radial optional)**
VII	6.70x16(Dunlop Super Comfort) ***
Mk VIII	6.70 x 16 (Dunlop Super Comfort) ***
Mk IX	6.70 x 16 (Dunlop Super Comfort) ***
Mk X	7.50 x 14 (Dunlop RS5 bias ply)
420G	7.50 x 14 (Dunlop RS5 bias ply)
XK E Ser. 2	185 x 15 (Dunlop SP41 VR USA) **
XK E Ser. 3	ER70 x VR15 (Dunlop) ****
XJ6, -6C, -6L, Ser. 1 & 2	ER70 x VR15 (Dunlop) ****
XJ 12, -12C, -12L, Ser. 1 & 2	ER70 x VR15 (Dunlop) ****
XJS	205/70 x VR15 (Dunlop SP Super) or 205 VR x 15 Pirelli P5 or 205/70 VR Michelin XWX
XJ6 Ser. 3	205/70 VR 15 (Dunlop) Pirelli P5
XJ 6 New 1987 on	205/70 VR15 (Pirelli P5)
XJS HE	25 VR x 15 (Pirelli P5) or P215/70 VR15 Dunlop SP Super D7
XJS HE 1989 on	235/60 VR15 (Pirelli P600)

ACJC Rules provide that replacement tyres must be the same (or equivalent) size and type (bias/radial) as original or optional equipment on cars as shipped from the Jaguar factory. The size moulded into the tyre will be accepted as proof of currently exhibited size (example 6.40 x 15 or 185 x 15). Wall or stripe/or width is optional.

Notes

- * 4.75 x 18 tyres deleted from manufacturers listings in Oct '89.
- ** 185 x 15 SP41 Radials did not have any side aspect ratio information moulded into the tyre. Use either a 70 or 78 aspect ratio. Goodrich & Michelin are sources.
- *** 6.70 x 16 available from Dunlop.
- **** During 1972 -1974 the tyre industry experienced near chaos as it changed industry standards and nomenclature. The original equipment Dunlop ER70 x 15VR used to be a '205' tyre. After the industry standards changed in the 1970s, the ER70 x 15VR became a '185' tyre, and later went out of production. If you ask your tyre dealer to order an equivalent tyre to the OEM ER70 x VR15, his records will indicate a post-revision specification of '185' which is the WRONG SIZE for these model Jaguars. The correct equivalent equipment today is Dunlop 205/70 x VR15 SP Sport Super D7; Pirelli 205 x VR15 P5; Michelin 205/70 x VR 15 XWX.

XK-ENGINE - CYLINDER HEAD COLOURS**ACJC POLICY**

The information below on Cylinder Head colouring should be considered as a definitive listing which will be used for determining authenticity during Concours events. If a Concours entrant believes something different to be original then the onus of proof is theirs.

SPORTS

MODEL	TYPE	HEAD TYPE	COLOUR	NOTES
XK120	all types except below	A	Aluminium	1
XK120	C-Type head	C	Aluminium	1, 7
XK140	all types except below	A	Aluminium	1
XK140 'MC'	C-Type head	C	Red	2, 7
XK150	3.4 litre, all types	B	Turquoise	3
XK150	3.8 litre, all types	B	Dark Blue	4
XK150 'S'	3.4 and 3.8 litre	Straight Port	Pumpkin	5, 9
E-Type	3.8 (1961)	Straight Port	Pumpkin	5, 9
E-Type	3.8 and 4.2 (1962-1967)	Straight Port	Gold	6, 10
E-Type	4.2 (1968-1971)	Straight Port	Aluminium	1, 10

SMALL SALOONS

MODEL	TYPE	HEAD TYPE	COLOUR	NOTES
2.4 litre	all types	A	Aluminium	1, 8
3.4 litre	all types	B	Turquoise	3
Mark 2	2.4 and 3.4 litre	B	Turquoise	3
Mark 2	3.8 litre	B	Dark Blue	4
S-Type	3.4 litre	B	Turquoise	3
S-Type	3.8 litre	B	Dark Blue	4
240/340/420	all types	Straight Port	Aluminium	1

LARGE SALOONS

MODEL	TYPE	HEAD TYPE	COLOUR	NOTES
Mark 7 and 7M	all types	A	Aluminium	1, 8
Mark 8	all types	B	Turquoise	3
Mark 9	all types	B	Dark Blue	4
Mark 10	3.8 and 4.2 litre	Straight Port	Gold	6
420 G	all types	Straight Port	Aluminium	1
XJ6	Series 1, 2 and 3	Straight Port	Aluminium	1

NOTES

1. **Aluminium.** Natural unpainted colour of cast aluminium.
2. **Red.** Bright deep red.
3. **Turquoise.** Shade varies from 'duck-egg' green on early cars to later cars being more a 'light green'.

4. **Dark Blue.** Metallascent mid-dark blue.
5. **Pumpkin.** A deep pumpkin orange colour, despite references calling it gold.
6. **Gold.** Metallascent 'Old Gold', paint reference - 'old-gold - Bradite 2991'.
7. 'C-Type' heads originally fitted to XK120's and very early XK140's are not easily identified as such except by the suffix 'S' to the engine number stamping, and were left unpainted natural aluminium. They do not feature the cast 'C' identification of later heads.
8. 'C-Type' Heads were also very rarely optioned on Mark 7 and 2.4 litre cars, however, there is no definitive information available as to whether these were painted red or not.
9. XK150 'S' cars, both 3.4 and 3.8 litre, as well as very early (1961) E-Types are generally referred to as having 'gold' heads. They were in fact painted a deep 'pumpkin orange' colour, with 'old gold' colouring being used from 1962 for E-Types and for all Mark 10's. Research suggests up to at least Engine #R2500 were pumpkin orange colour. It is not possible to exclude the possibility that some XK150 'S' or 1961 E-Types were originally painted 'old gold'.
10. The exact point where E-Types discontinued with 'gold' coloured heads has yet to be established, except that current research indicates early 1968 for non-USA specification cars, during the production of the Series 1-1/2 model.

Where cylinder heads are painted, the colour extends up to the cam-cover gasket joint in both the spark-plug valley and above the exhaust manifold, and also to the complete rear of the head.

LIST OF AUTHENTIC COLOURS

The listings that follow, detail the ACJC recognised range of authentic Standard Factory Exterior colours, Interior Trim colours, Soft Top colours, and Paint/Trim/Soft Top combinations.

ACJC policy requires a Jaguar entered into a Concours to be presented with either:-

- a. authentic colours and combinations for the age and model of Jaguar as listed; or
- b. original colours for the actual car entered (if different from these definitive listings, it must be substantiated by acceptable proof/documentation as per Concours entry form 'Proof of Car Identity' which allows for cars manufactured with 'special order' or 'non-standard' colours, if presented in their original colours).

Notes

1. These listings have been prepared following considerable research of official factory documentation and sources, however, any submissions as to accuracy/completeness of these listings are welcome but should be accompanied with substantiating documentation.
2. It should be understood that this listing must be considered as definitive at the date of entering a particular Concours Event, therefore, you must comply with either a or b above in order not to be penalised, regardless of any subsequent or current unfinalised submissions to amend these listings.
3. Restorers/potential entrants should be aware that although these listings are currently limited to descriptive official factory/trim labels. With the obvious difficulties in identifying correct shades, it is intended in the future to augment these listings with actual chips and trim colour samples.

LISTING OF STANDARD COLOURS/COMBINATIONS

<u>List</u>	<u>Models/Age Covered</u>	<u>Issue/Date</u>
A	SSI, SSII (1932-33)	
B	SSI, SSII (1934)	Issue 1 (Sept '93)
C	SSI, SSII (1935-36)	Issue 1 (Sept '93)
D	SS Jaguar (1936 -37) (1938-40)	Issue 1 (Sept '93)
E	Jaguar 1 1/2, 2 1/2, 3 1/2 Litre	
F	Mark V	Issue 1 (Sept '93)
G	XK (XK120, XK140, XK150)	Issue 1 (Sept '93)
H	Competition	
I	Large Saloon (MK VII, MK VIII, MKIX)	Issue 1 (Sept '93)
J	Small Saloon (2.4, 3.4)	Issue 1 (Sept '93)
K	Mark 2 (Mark 2, 240/340)	Issue 1 (Sept '93)
L	I.R.S. Saloon (Mark X, S-Type, 420, 420G)	
M	E-Type (3.8, 4.2, S2, V12)	Issue 1 (Sept '93)
N	XJ 1968-78 S1, S2, XJC, XJS	
O	XJ 1979-86 S3, XJS	
P	XJ 1987-93 XJ12, XJ40, XJS	

LIST A - SS1, SS11 (1932-33)

LIST B - SS1, SS11 (1934)

Body Colour	Coupe & Saloon	Open Four Seater	Leather Combinations
Ivory	(1)		red, green, brown, beige
Cream	(1)	**	red (cs), green, brown (cs), beige (cs)
Lavender grey	(1)	**	red, blue
New Birch Grey	(1)		blue
Swallow Grey	(2)		red, blue
Black	*	**	red (o), green (o), brown, silver-black (cs)
Olive Green		**	green
Apple Green	(3)	**	green
Dark Swallow Blue	(4)		blue
Nile Blue	(2)	**	blue
Crimson Lake	(1)	**	red
Carnation Red	(5)	**	red
Primrose	(2)		brown, beige
Buff	(6)	**	brown, beige (cs)
Beige	(7)	**	red, brown (o), beige (cs)
Silver	(8)		blue

Notes

- (1) Body colour or Black mudguards, head and trunk.
- (2) Black mudguards, head and trunk.
- (3) Olive Green or Black mudguards, head and trunk.
- (4) Birch Grey head and trunk
- (5) Lake, Carnation or Black mudguards; Lake or Black head and trunk; Carnation or Black wheels.
- (6) Chocolate mudguards, head and trunk.
- (7) Red or Beige wheels.
- (8) Blue mudguards, head and trunk.
- (cs) Coupe and Saloon only.
- (o) Open Four Seater only.
- * For Coupe and Saloon, wheels body colour with chromium plated edges, unless noted otherwise.
- ** For Open Four Seater, wheels leather colour with chromium plated edges.

LIST C - SS1, SS11 (1935-6)

Body Colour	Saloon	Open Four Seater	Airline	Drophead Coupe	Leather Combinations
Ivory	*	(6)	*	*	red, green, brown (SAD), beige (SD), blue (A)
Cream	*	(6)	*	*	red, green, brown (SAD), beige (SD), blue (A)
Lavender Grey	(6)	(6)	(6)		red, blue
Birch Grey	(6)	(6)	(6)		red, blue
Black	*	*	*	*	red, green, brown, silver-black (SAD), beige (D)
Olive Green	*	*	*	*	green
Apple Green	(1)	*	*	*	green
Dark Blue	(5)		*	*	blue
Nile Blue	(2)	*	*	*	blue
Crimson Lake	*	*	*	*	crimson lake
Carnation Red	(3)	*	*	*	red
Beige	(6)	*	*	*	red, brown (o), beige (SA)
Silver	(4)		*		light blue

Notes

- (1) Olive Green or Black mudguards, head and trunk.
- (2) Black mudguards, head and trunk.
- (3) Lake, Carnation or Black mudguards; Lake or Black head and trunk; Carnation or Black wheels.
- (4) Light Blue mudguards, head and trunk.
- (5) Birch Grey head and trunk; Dark Blue or Grey wheels.
- (6) Body colour or Red wheels.
- (S) Saloon only.
- (A) Airline only.
- (O) Open four seater only.
- (D) Drophead Coupe only.
- * Wheels always body colour unless noted otherwise.
Airline wheels have chromium-plated edges.
Drophead Coupe folding head colour Beige or Black.

LIST D - SS JAGUAR 1936-7 AND 1938-40

1936-37 SALOON, OPEN FOUR SEATER, SS100

Body Colour	Leather Combinations
Cream	maroon (S), red (O), olive green, blue
Lavender Grey	maroon (S), red (O), olive green, blue
Black	maroon (S), red (O), olive green, brown, silver & pig skin grain tan
Olive Green	olive green
Suede Green	suede green
Dark Blue	Blue
Maroon	maroon (S), red (O)

1938-40 SALOON, DROPHEAD COUPE, SS100

Body Colour	Leather Combinations
Ivory	(1) red, suede green, beige
Lavender Grey	(2) red, suede green, blue
Birch Grey	(3) red, silver-black
Battleship Grey	(3) red, silver-black
Black	(4) red, olive green, brown, silver-black, pig skin grain tan
Olive Green	(2) olive green, beige
Suede Green	(2) suede green
Mountain Ash Green	(2) suede green
Dark Blue	(2) dark blue, beige
Maroon	(3) maroon, beige
Honeysuckle	(1) red, beige
Gunmetal	(3) red, silver-black

Notes

- (1) Drophead Coupe folding head colour Dark Sand or Black.
- (2) Drophead Coupe folding head colour French Grey or Black.
- (3) Drophead Coupe folding head colour French Grey, Black or Gunmetal.
- (4) Drophead Coupe folding head colour Dark Sand, French Grey or Black.
- (S) Saloon only.
- (O) Open Four seater and SS100 only.

LIST E - JAGUAR 1 1/2, 2 1/2 AND 3 1/2 LITRE

1945-49 SALOON AND DROPHEAD COUPE

LIST F - MARK 5

1948-51 SALOON AND DROPHEAD COUPE

Body Colour		Leather Combinations
Ivory	(1)	red, pale blue
Dove Grey	(2)	tan, biscuit
Lavender Grey	(3)	red, sued green, pale blue
Birch Grey	(3)	red, grey, pale blue
Battleship Grey	(4)	red, grey, biscuit (S)
Black	(5)	red, tan, grey, pig skin grain, biscuit
Suede Green	(3)	suede green
Gunmetal	(4)	red, grey, pale blue
Pastel Green Metallic	(3)	suede green, grey
Pastel Blue Metallic	(3)	pale blue, grey (D)

Notes

- (1) Drophead Coupe folding hood colour Black, Dark Sand (Red leather) or French Grey (Pale Blue Leather).
- (2) Drophead Coupe folding hood colour Dark Sand or Black.
- (3) Drophead Coupe folding hood colour French Grey or Black.
- (4) Drophead Coupe folding hood colour French Grey, Gunmetal or Black.
- (5) Drophead Coupe folding hood colour Dark Sand, French Grey or Black (with grey leather, Gunmetal replaces Dark Sand).
- (S) Saloon only.
- (D) Drophead Coupe only.

LIST G - XK

XK120, XK140 AND XK150

Body Colour	(2) 1949	(3) 1952	Apr 1953	1955	1956	Dec 1956	Mar 1959	Leather Combinations
Old English White (1)	(4)	(5)	(5)	(5)	*	(7)	(7)	red (9), pale blue (D, 10)
Dove Grey		*	*	*	*			tan, biscuit
Lavender Grey		*	*	*	*			red, suede green, pale blue (O, D)
Birch Grey	(5)	(5)	(5)	(5)	*			red (9), grey (D, 11), pale blue (D), blue (11)
Battleship Grey		(5)	(5)	(5)	*			red (9), grey (F, D), biscuit (D)
Black	(4)	(5)	(5)	(5)	*	(7)	(7, 8)	red (9), tan (12), grey (D, 13), biscuit (D, 11)
British Racing Green		*	*	*	*	*	(8)	tan, suede green
Suede Green	*	*	*	*	*	*		suede green
Red	(5)	(5)	(5)	(5)	*	*		red (14)
Silver	(6)							red
Pastel Green Metallic	*							suede green
Pastel Blue Metallic	(6)							?
Bronze	*							biscuit and tan duo-tone (O)
Pastel Green		*	*	*	*			suede green, grey (D)
Pastel Blue		(6)	(6)	(6)	*			light blue (F, 15), blue (16), pale blue (17)
Pearl Grey			*	*	*	(7)	(7)	red, blue (10), grey
Mediterranean Blue			*					blue, grey
Pacific Blue			*	*	*			blue, grey
Maroon				*	*			red, biscuit
Arbor Green					*			suede green
Carmen Red					*	(7)	(7, 8)	red
Mist Grey						(7)	(7)	red, dark blue, light blue, grey
Cornish Grey						(7)	(7)	red, dark blue, light blue, grey
Sherwood green						*	*	suede green, tan
Indigo Blue						*	*	dark blue, light blue, grey
Cotswold Blue						*	*	dark blue, grey
Claret						*	*	red, maroon (18)
Imperial Maroon						(7)	(7)	red, maroon (18)

Notes

- (1) Also referred to Cream in various publications.
- (2) Paints still British Domolac 'Zofelac' Cellulose Enamel.
- (3) Synthetic enamel paints introduced in 1952 from body # F5272 (OTS and # J2375 (FHC) onwards (plus some earlier cars).
- (4) Also biscuit and pig skin, and biscuit and red duo-tone leather for OTS only.
- (5) Also biscuit and red duo-tone leather for OTS only.
- (6) Also light blue and dark blue duo-tone leather for OTS only.
- (7) Black leather also available.
- (8) Biscuit and beige leather also available.
- (9) Not available for XK120 OTS.
- (10) From Dec 1956 superseded by either dark blue or light blue.
- (11) Also for XK140 FHC.
- (12) Available for OTS from Jan 1957 only.
- (13) Available for FHC from XK140 and for OTS from Jan 1957.

LIST G - XK (Cont'd)

- (14) Not available for XK120DHC and XK120 OTS.
- (15) Also for XK140 DHC.
- (16) For XK140 OTS only.
- (17) For XK 120 DHC only.
- (18) From Dec 1958.
- (O) Open Two-Seater only.
- (F) Fixed Head Coupe only.
- (D) Drophead Coupe only.

Duo-tone was the darker of the two colours used on the seat back surround, with the piping along the bottom of the facia a matching colour.

LIST H - COMPETITION

LIST I - LARGE SALOONS

MKV11, MKVIII, MKIX

Body Colour	(2) 1950	(3) 1952	Apr 1953	1955	Dec 1956	Dec 1958	Leather Combinations
Old English White (1)	.	.	*	.	(7)	*	red, pale blue (8)
Dove Grey	.	.	*	.			tan, biscuit
Lavender Grey	.	.	*	.			red, suede green, pale blue
Birch Grey	.	.	*	.			red, grey, pale blue
Battleship Grey	.	.	*	.			red, grey, biscuit
Black	.	.	*	.	(7)	*	red, tan, grey, biscuit (4)
British Racing Green	.	.	*	.	*	*	tan, suede green
Suede Green	.	.	*	.			suede green
Gunmetal	.						
Pastel Green		.	*	.			suede green, grey
Pastel Blue		.	*	.			pale blue
Pearl Grey			*	.	(7)	*	red, blue (8), grey
Mediterranean Blue			*				blue, grey
Pacific Blue			*	.			blue, grey
Maroon				.			red
Mist Grey					(7)	*	red, dark blue, light blue, grey
Cornish Grey					(7)	*	red, dark blue, light blue, grey
Sherwood Green					*	*	suede green, tan
Indigo Blue					*	*	dark blue, light blue, grey
Cotswold Blue					*	*	dark blue, grey
Claret					*	*	red, maroon (6)
Imperial Maroon					(7)	*	red (5), maroon (6)
Carmen Red						*	red
Two-Tone							
Cornish Grey/Mist					(5)	*	red, dark blue, light blue, grey
Indigo Blue/Cotswold Blue					(5)	*	light blue, dark blue, grey
Claret/Imperial Maroon					(5)	*	red (5), grey, maroon (6)
Black/Claret					(5)	*	red, tan, grey
Black/Sherwood Green					(5)	*	suede green, tan, grey

Notes

- (1) Also referred to as 'Cream' in various publications. Pre-1952 colour likely to have been Ivory.
- (2) Paints still British Domolac 'Zofelac' Cellulose enamel.
- (3) Synthetic enamel paints introduced in 1952 from body # L010744 onwards (plus some earlier).
- (4) Mark VII only.
- (5) Mark VIII only - two-tone.
- (6) Mark IX only.
- (7) Black leather also available.
- (8) From Dec 1956, superseded by either dark Blue or Light Blue.
- .

LIST J - SMALL SALOONS

2.4 AND 3.4 LITRE

Body Colour	Oct 1955	Apr 1956	Dec 1956	Jan 1958	Leather Combinations
Old English White (1)	*	*	*	*	red, pale blue (1)
Dove Grey	*	*			tan, biscuit
Lavender Grey	*	*			red, suede green, pale blue
Birch Grey	*	*			red, grey, pale blue
Battleship Grey	*	*			red, grey, biscuit
Black	*	*	*	*	red, tan, grey, biscuit (2)
British Racing Green	*	*	*	*	tan, suede green
Suede Green	*	*			suede green
Pastel Green	*	*			suede green, grey
Pastel Blue	*	*			blue, grey
Pearl Grey		*	*	*	red, blue (1), grey
Pacific Blue		*			blue, grey
Maroon		*			red, biscuit
Arbor Green		*			?
Carmen Red		*	*	*	red
Mist Grey					red, dark blue, light blue, grey
Cornish Grey					red, dark blue, light blue, grey
Sherwood Green			*	*	suede green, tan
Indigo Blue			*	*	dark blue, light blue, grey
Cotswold Blue			*	*	dark blue, grey
Claret			*	*	red
Imperial Maroon			*	*	red
Forest Green				*	Suede green, grey

Notes

- (1) From Dec 1956, superseded by either Dark Blue or Light Blue.
(2) No longer available by Dec 1956

LIST K - MARK 2

MARK 2, 240 AND 340

Body Colour	Oct 1959	Feb 1961	Oct 1962	Dec 1964	Apr 1966	Mar 1967	Sep 1967	Jul 1968	Leather Combinations
Old English White	*	*	*	*	*		*	*	red, tan (red, black)
Pearl Grey	*	*	*	*	*				red, grey, light blue, dark blue
Dove Grey	*	*	*	*	*				red, grey, tan
Mist Grey	*	*	*	*	*				red, grey
Black	S	S	S	S	*	*		*	red, tan (red, beige, dark blue)
British Racing Green	*	*	*	*	*		*	*	suede green, tan, champagne (green, black, beige)
Sherwood Green	*	*	*	*	*	S			suede green, tan
Indigo Blue	*	*	*	*	*				dark blue, light blue, grey
Cotswold Blue	*	*	*	*	*				dark blue, grey
Imperial Maroon	*	*	*	*	*				red
Carmen Red	*	*	*	*	*	*			red, black
White	S	S	S	S	S			*	(red, black)
Opalescent Silver Grey		*	*	*	*	*			red, grey, tan
Opalescent Gunmetal		*	*	*	*	*			red, tan
Opalescent Dark Green		*	*	*	*	*			suede green, tan, champagne
Opalescent Blue		*	*	*	*	*			red, grey, light blue, dark blue
Opalescent Silver Blue		*	*	*	*	*			red, grey, light blue, dark blue
Opalescent Bronze		*	*	*	*	*			red, tan
Opalescent Golden			*	*	*	*			red, tan
Sand									
Warwick Grey				*	*	*	*	*	red, tan (red, black, dark blue)
Dark Blue				*	*	*	*	*	grey, dark blue, light blue (red, black, dark blue)
Pale Primrose				*	*	*	*	*	red, tan, black (black)
Opalescent Maroon						*			red, tan, champagne
Honey Beige						*			red, tan
Willow Green						*	*	*	suede green, black, champagne (green, black)
Signal Red							*		(red, black, beige)
Regency Red							*	*	(red, beige)
Ascot Fawn							*	*	(red, black)
Sable							*	*	(red, black, beige)
Light Blue								*	(red, black, dark blue)

Notes

S denotes 'Special Order'.

240/340 colours shown in brackets; Ambla standard, leather optional.

LIST L - I.R.S.

MARK 10, S-TYPE, 420, 420G

LIST M - E-TYPE

SERIES 1 (3.8, 4.2), SERIES 2 (4.2) AND SERIES 3 (V12)

Body Colour	Mar 1961	Jan 1963	Jan 1965	Sep 1967	Aug 1968	Jan 1970	Mar 1971	Oct 1972	Leather Combinations
Old English White	*	*	*	*	*	(2)	*	*	black, red (3)
Pearl Grey	*	*							red, dark blue
Mist Grey	*	*							red
Black	*	*	*	*	*	*	*	S	red, tan (red, beige, dark blue)
British Racing Green	*	*		*	*	(2)	*	*	suede green, beige, tan (6)(10)
Sherwood Green	*	*	*						suede green, tan, light tan
Indigo Blue	*								red, light blue
Cotswold Blue	*	*							dark blue
Claret	*								beige
Imperial Maroon	*								tan
Carmen Red	*	*	*	(1)					black, (4)
Opalescent Silver Grey	*	*	*	*					red, grey, light blue, dark blue
Opalescent Gunmetal	*	*							red, beige, light blue, dark blue
Opalescent Dark Green	*	*	*						suede green, beige, tan, light tan
Opalescent Blue	*	*							red, dark blue
Opalescent Silver Blue	*	*	*	*					grey, dark blue
Opalescent Bronze	*	*							red, beige, tan
Opalescent Golden		*	*	*					red, light tan
Sand									
Pale Primrose		*	*	*	*	*	*	*	black, beige, (11)
Opalescent Maroon		*	*	*					maroon, beige
Warwick Grey			*	*	*	*	*		red, dark blue, light tan, (5)
Dark Blue			*	*	*	*	*	*	red, grey, light blue, (9)
Honey Beige				*	*	*	*		red, suede green, tan, light tan
Willow Green				*	*	*	*		suede green, grey, beige, light tan, (5)
Regency Red					*	*	*	*	grey, beige, (8)
Signal Red					*		*		red, black, beige, (7)
Sable					*	*	*	*	beige, grey, cinnamon, (10)
Light Blue					*	*	*		grey, light blue, dark blue
Ascot Fawn					*	*	*		red, beige, cinnamon
Light Silver							*	S	red, black
Lavender Blue								*	biscuit, dark blue, French blue
Fern Grey								*	moss green, olive, tan
Heather								*	maroon, antelope, cerise
Green Sand								*	tan, olive, cinnamon
Azure Blue								*	dark blue, biscuit, cinnamon
Turquoise								*	tan, terracotta, cinnamon

Notes

- (1) Carmen Red sometimes misspelt Carmine Red.
- (2) New shades introduced Aug 1970, initially called 'Old English White (1971)' (old colour often referred to as 'Cream') and 'British Racing Green (1971)'.
- (3) From Mar 1971, also Light Blue, Dark Blue. From Oct 1972, French Blue replaces Light Blue.
- (4) In 1961, 1962 also Biscuit, Red; in 1967 also Red, Beige.
- (5) From Aug 1968, Cinnamon replaces Light Tan.
- (6) From Aug 1968, Cinnamon replaces Tan, Light Tan.
- (7) From Oct 1972, Black, Biscuit, Dark Blue.

LIST M - E-TYPE (Cont'd)

- (8) From Oct 1972, Biscuit, Cinnamon, Russet Red.
- (9) From Oct 1972, Red, French Blue, Russet Red.
- (10) From Oct 1972, Biscuit, Moss Green, Cinnamon.
- (11) From Oct 1972, Black, Biscuit, Red.
- (S) Denotes 'Special Order'.

Soft-top. Colour is Black for all series.

Half-tonneau. Colour is Black for all series, although 1961 cars can have contrasting piping colour matching trim colour.

LIST N - XJ 1968-78

SERIES 1, SERIES 2, XJC AND XJS

LIST O - XJ 1979-86

SERIES 3 AND XJS

LIST P - XJ 1987-93

SERIES 3 XJ12, XJ40 AND XJS

RALLY DIRECTOR

TO DO LIST	DUE DATE	DONE
• Monitor adherence to budget and liaise with Financial Controller over any problems	Ongoing	
• Convene Committee meetings as required	Ongoing	
• Oversee Committee's responsibilities	Ongoing	
• Communicate with Sponsors & Sponsorship co-ordinator	Ongoing	
• Liaise with Friday Night Event Co-ordinator	Ongoing	
• Liaise with Logistics/Display Day Co-ordinator	Ongoing	
• Liaise re "Special Interest Cars"	Ongoing	
• Liaise with Concours Director	Ongoing	
• Liaise with Saturday Night Event Co-ordinator	Ongoing	
• Liaise with Sporting Event Co-ordinator	Ongoing	
• Liaise with Sunday Night Event Co-ordinator	Ongoing	
• Liaise with Monday Events Co-ordinator	Ongoing	
• Liaise with Post Rally Tour Hosts	Ongoing	
• Liaise with Regalia Co-ordinator	Ongoing	
• Interact with Web master	Ongoing	
• Invite Rally's Special Guest	Date	
• In conjunction with events organisers, prepare event formats	Date	
• In conjunction with events organisers, ascertain audio visual equipment requirements	Date	
• Sign Off on content for function and events programmes	Date	
• Purchase Rally Trophies	Date	
• Prepare full Rally Report for ACJC	31 st July	

CONCOURS DIRECTOR

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Select judges – mix of state and interstate judges	Date	
• Review Concours judging sheets with Chief Concours Judge	Date	
• Establish judges training program and dates with Chief Concours Judge	Date	
• Review judges training session with Chief Concours Judge	Date	
• Advise & invite state and interstate judges re training sessions	Date	
• Co-ordinate judges training day	Date	
• Send training notes to interstate judges unable to attend	Date	
• Appoint scoring personnel for Concours Day	Date	
• Appoint score checkers for Concours Day	Date	
• Appoint person to display trophies at Concours Day	Date	
• Get white judges' coats arranged (dry cleaned ?)	Date	
• Get clip boards, pens and calculators for each judge	Date	
• Prepare judging sheets with Chief Concours Judge	Date	
• Obtain judges' meal vouchers	Date	
• Select judging order of vehicles with Chief Concours Judge	Date	
• Liaise with Sporting Events co-ordinator re radio/headsets	Date	
• Issue radio/headsets to relevant people	Date	
• Supervise and co-ordinate judging – Concours d'Elegance & Concours d'Etat	Date	
• Keep to timetables for all events, including judging	Date	
• Co-ordinate events on Concours Day with event co-ordinator and MC	Date	
• Return radio/headsets to Sporting Events co-ordinator	Date	
• Prepare complete report to Rally Director	30 th June	

CHIEF CONCOURS JUDGE

TO DO LIST	DUE DATE	DONE
• Review Concours judging sheets with Concours Director	Date	
• Establish judges training program and date with Concours Director	Date	
• Review judges training session with Concours Director	Date	
• Advise judges of procedures and protocol	Date	
• Attend judges training meeting	Date	
• Prepare judging sheets with Concours Director	Date	
• Select judging order of vehicles with Concours Director	Date	
• Supervise Concours Judging	Date	
• Mediate if necessary	Date	
• Check & sign all Concours Judging sheets	Date	
• Give judging sheets to collators as soon as they are checked	Date	
• Keep within time-frames	Ongoing	

SPORTING EVENTS CO-ORDINATOR

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Draw up events program	Date	
• Determine CAMS requirements	Date	
• Write Supplementary Regulations	Date	
• Obtain CAMS Permit	Date	
• Produce event time sheets	Date	
• Produce small timing slips for drivers	Date	
• Confirm access procedures to circuit	Date	
• Arrange timekeeping equipment	Date	
• Appoint Clerk of Course	Date	
• Appoint Jaguar course car	Date	
• Appoint starter	Date	
• Appoint check-in staff / CAMS Day Licence personnel	Date	
• Appoint timekeepers	Date	
• Appoint scrutineers	Date	
• Appoint gate marshalls and assistants	Date	
• Appoint flag marshalls	Date	
• Appoint results collators	Date	
• Collate entries as they are received from Administrative Assistant	Date	
• Post Sub-Regs as required	Date	
• Confirm ambulance booking	Date	
• Confirm food outlet	Date	
• Book radio/headsets	Date	
• Liaise with Concours Director re radio/headsets for Concours Day	Date	
• Receive from Concours Director radio/headsets after Concours Day	Date	
• Recharge batteries for radio/headsets	Date	
• Open circuit @ 0700	Date	
• Check all safety equipment at circuit	Date	
• Co-ordinate all events on day at circuit	Date	
• Phone results to Rally Headquarters ASAP	Date	
• Track to be closed by 1600 sharp!	Date	
• Display race result sheets at Rally Headquarters	Date	
• Prepare complete report to Rally Director	30 th June	

EQUIPMENT, LOGISTICS & DISPLAY DAY

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Draw up ground plan of display area	Date	
• Draw up plan for cars to assemble at Cavalcade start	Date	
• Plan vehicle group layout subsequent to finalisation of registrations	Date	
• Select marshalls for Concours Display Day and Cavalcade	Date	
• Select assistants for setting up at Concours Display Day	Date	
• Arrange for hire of tables, trestles, chairs as required	Date	
• Send ground plan of display area to P/A system provider	Date	
• Send ground plan of display area to all display organisations	Date	
• Send ground plan of display area to tent hirer	Date	
• Collect and clean all club banners	Date	
• Organise plenty of Jaguar signs to show direction	Date	
• Provide content for Display Day programme	Date	
• Obtain vests for marshalls	Date	
• Signs for car models for Concours Display Day	Date	
• Collect witches hats and all other necessary equipment for Concours Display Day	Date	
• Liaise with Sporting Events co-ordinator re radio/headsets	Date	
• Issue radio/headsets to relevant people	Date	
• Erect Jaguar signs for directions	Date	
• Erect Jaguar signs and flags around display area	Date	
• Marshalls at Cavalcade start @ 0730	Date	
• Set up display of Concours Trophies by 0900	Date	
• Co-ordinate all events on day at display area	Date	
• Ensure all gear is collected and packed up	Date	
• Clear display area by 1600	Date	
• Return radio/headsets to Sporting Events co-ordinator	Date	
• Prepare complete report to Rally Director	30 th June	

SPONSORSHIP CO-ORDINATOR

TO DO LIST	DUE DATE	DONE
• Develop Potential Sponsor Contacts	Ongoing	
• Prepare Submissions as appropriate	Ongoing	
• Follow up submissions lodged	Ongoing	
• Approach potential smaller sponsors based on current magazine advertising	Ongoing	
• Liaise with Rally Director re sponsorship levels	Ongoing	
• Monitor all arrangements re contra for sponsors/advertisers	Ongoing	
• Determine with Rally Director advertising requirements in Rally printed material	Ongoing	
• Co-Ordinate with printers re advertising requirements in Rally printed material	Ongoing	
• Assist with registrations at Rally headquarters if required	Date	

ADVERTISING & PROMOTIONS

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Co-ordinate articles for Clubs and their magazines	Ongoing	
• Articles for Australian Jaguar Magazine	Ongoing	
• Provide promotional material to other Jaguar Clubs	Ongoing	
• Provide promotional material, publicity, editorials, advertising to all media outlets	Ongoing	
• Issue newsletter to all Club Editors	Ongoing	
• Liaise with Rally Director re photographer for all functions	Date	
• Organise any advertising signs	Date	
• Prepare posters	Date	
• Distribute posters strategically at suitable venues	Date	
• Arrange times and dates for media interviews etc.	Date	
• Arrange printing of Rally Programme	Date	
• Arrange printing of programmes for each event	Date	
• Assist with registrations at Rally headquarters	Date	

ADMINISTRATIVE ASSISTANT

TO DO LIST	DUE DATE	DONE
• Prepare and send out brochures and information to all pre-registrants	Ongoing	
• Receive all Registrations, Concours, Sporting, Post Rally Tour entries	Ongoing	
• Send acknowledgement to all Registrants	Ongoing	
• Pass on Registrations to registration co-ordinator and appropriate events co-ordinators	Ongoing	
• Pass on all monies and credit details to Financial Controller	Ongoing	
• Pass all regalia forms to Regalia Events Co-ordinator	Ongoing	
• Pass all Concours entry forms to Concours Director	Ongoing	
• Pass all Sporting entry forms to Sporting Events Co-ordinator	Ongoing	
• Pass all Post Rally Tour entries to Post Rally Tour Events Co-ordinator	Ongoing	
• Pass all accommodation registrations to accommodation venue	Ongoing	
• Pass all Registrations to Registrations Event Co-ordinator	Ongoing	
• Post further brochures, forms as required	Ongoing	
• Produce Reports from data-base as required re numbers for events	Ongoing	
• Updates to committee at meetings	Ongoing	
• Minute committee meetings as required	Ongoing	
• Process registrations as received into data-base	Ongoing	
• Assist with registrations at accommodation venue	Date	
• Assist with administrative issues	Rally	
• Prepare statistics report to Rally Director	30 th June	

REGISTRATIONS CO-ORDINATOR

TO DO LIST	DUE DATE	DONE
• Receive all registrations from Administrative Assistant	Ongoing	
• Manage data-base program	Ongoing	
• Produce Reports from data-base as required	Ongoing	
• Produce name cards / event indicators	Date	

FINANCIAL CONTROLLER

TO DO LIST	DUE DATE	DONE
• Maintain budget control and advise Rally Director of any difficulties	Ongoing	
• Maintain bank account for Rally	Ongoing	
• Maintain double entry financial accounts	Ongoing	
• Bank all incoming funds	Ongoing	
• Control credit card payments	Ongoing	
• Issue cheque payments (2 signatories) as required	Ongoing	
• Assist with registrations at Rally headquarters	Date	
• Prepare complete financial report to Rally Director	30 th June	

REGALIA CO-ORDINATOR

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Collate regalia order numbers for each product	Date	
• Liaise with Rally Director re any additions/deletions required to stock	Date	
• Finalise stock quantities	Date	
• Place orders	Date	
• Arrange assistants for various selling points – Registration Day, Display Day, events etc.	Date	
• Ensure product delivery is on time	Date	
• Pack ordered regalia ready for Registration Day	Date	
• Assist with registrations at Rally headquarters	Date	
• Decorate area at Registration with Jaguar banners as appropriate	Date	
• Provide Financial Controller with financial statement	31 st May	

EVENTS CO-ORDINATOR – WELCOME NIGHT

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Raffle prizes if required	Date	
• Lucky door prize	Date	
• Organise decorations	Date	
• Select helpers to decorate function rooms	Date	
• Arrange for “meet & greet” people for function	Date	
• Make provision for any baby sitting requirements	Date	
• Provide content for function programme	Date	
• Get names for function from Administrative Assistant	Date	
• Check numbers for catering function	Date	
• Advise catering function numbers to caterers	Date	
• Confirm entertainment if any	Date	
• Coffee, tea, milk, sugar, urn, hot cross buns for registration by 10:00	Date	
• Small Easter Eggs for both small and big kids (adults) for registration by 10:00	Date	
• Decorate Function Room at Rally headquarters by 1500	Date	
• Welcome guests to Rally	Date	
• Table plans for people to put their names on for Saturday and Sunday night functions	Date	
• Provide Financial Controller with financial statement	31 st May	

EVENTS CO-ORDINATOR – SATURDAY NIGHT

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Raffle prizes if required	Date	
• Lucky door prize	Date	
• Organise decorations	Date	
• Select helpers to decorate function rooms	Date	
• Arrange for “meet & greet” people for function	Date	
• Provide for any baby sitting requirements	Date	
• Provide content for function programme	Date	
• Get names for function from Administrative Assistant	Date	
• Check numbers for catering function	Date	
• Advise catering function numbers to caterers	Date	
• Confirm entertainment	Date	
• Arrange MC for evening	Date	
• Follow up table layout plans for Presentation Night function for registrants to nominate seating	Date	
• Decorate Venue	Date	
• Provide table layout with names for tables	Date	
• Provide Financial Controller with financial statement	31 st May	

EVENTS CO-ORDINATOR – SUNDAY NIGHT

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Raffle prizes if required	Date	
• Lucky door prize	Date	
• Organise decorations	Date	
• Select helpers to decorate function rooms	Date	
• Arrange for “meet & greet” people for function	Date	
• Provide for any baby sitting requirements	Date	
• Provide content for function programme	Date	
• Get names for function from Administrative Assistant	Date	
• Check numbers for catering function	Date	
• Advise catering function numbers to caterers	Date	
• Confirm entertainment	Date	
• Arrange MC for evening	Date	
• Decorate Venue	Date	
• Organise for “Special Interest Cars” to be displayed	Date	
• Provide table layout with names for tables	Date	
• Provide Financial Controller with financial statement	31 st May	

EVENTS CO-ORDINATOR – MONDAY BRUNCH

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Raffle prizes if required	Date	
• Lucky car prize	Date	
• Select helpers to marshall car movements	Date	
• Liaise with Venue	Ongoing	
• Liaise with Charter Bus	Ongoing	
• Get names for events from Administrative Assistant	Date	
• Check numbers for catering	Date	
• Advise catering numbers to both groups of caterers	Date	
• Decorate area with Jaguar banners as appropriate	Date	
• Provide Financial Controller with financial statement	31 st May	

POST RALLY TOUR CO-ORDINATORS

TO DO LIST	DUE DATE	DONE
• Maintain adherence to budget and advise Financial Controller/Rally Director of any problems	Ongoing	
• Prepare final route, attractions, accommodation details	Date	
• Prizes if required	Date	
• Lucky car prize	Date	
• Select helpers to marshall car movements at start	Date	
• Liaise with attractions	Date	
• Liaise with accommodation	Date	
• Get names for event from Administrative Assistant	Date	
• Check numbers for catering/accommodation/attraction entries	Date	
• Advise numbers to respective providers	Date	
• Decorate any area with Jaguar banners as appropriate	Date	
• Provide Financial Controller with financial statement	31 st May	