

West Course  
(Blue Course Flag):  
B mark will be first  
mark sailed to.



East Course  
(White Course Flag):  
A mark will be first  
mark sailed to.

○ **C Mark** is a yellow drop mark that is stored with the flags from the marina box. It is usually dropped by someone else (not the Race Committee) before the start of each race at 36°58.08', 76°18.40. If a GPS cannot be used, drop C Mark approximately 20 boat lengths from Green "7" in the direction of the B Mark. The C Mark will be picked up by the first Non-Spin boat to finish and returned to the marina box to be secured with flags and the R/C bag.

**Start/ Finish line** will consist of a start line used by all fleets approximately 100 yards long to the north of the R/C boat and designated on the pin end by an orange drop mark located approximately 200 yards south of G "11". This line is also the finish line for the Non-Spin fleets. The spinnaker finish line is designated by another orange mark approximately 35 yards to the south of the R/C boat (spin boats will be finishing in the opposite direction). The R/C boat will be positioned between the 2 marks for ease of recording finishes. Drop the first mark 200 yards south of G "11", motor 135 yards to the south, and drop the second mark. Anchor in a position between the two marks that leaves 100 yards to the north mark and 35 yards to the south mark.

**East or West start** will be determined by wind direction. First leg should be sailed up wind. Display the white flag from the stern rail for an east start and the blue flag for a west start.

**Starting Sequence:** Follow attached starting sequence guide for flags and horns (make sure you have an air horn!). If using the Start Box, press 'Start' as the first fleet flag is raised. Utilize additional flag guide as necessary for postponements, shortened courses, and recalls.

**Recording finish:** Use the order of finish sheet provided in the bag, record finish times by writing down sail numbers as the boat comes to finish the line and the time the boat crosses the line in the actual order that boats finish. Time should be actual time of day from the same clock/watch that was used to start the race. Please write down the time the first race started and if any class started late, please note that time on the sheet as well. Also, note whether course was shortened and if so, the course that was sailed.

**Wrapping Up:** After all boats have finished, take down the course flag, race committee flag, and orange finish line flag (make sure that the R/C flag, orange flag and both course flags [blue and white] are all in the R/C bag for use next week. Put the red and blue fleet flags on the end of the staff (as marked) and the white and yellow flags on the other end (as marked) and roll

them up. Leave the Prep Flag on its staff and roll it up. Collect both S/F orange drop marks and deliver them with the flags and bag back to the dock box. Deliver the finish sheet to the Rebel Marina lounge.

**Weather cancellation** decisions will be discussed and made by the night's race committee boat captain and the series captain at 5:30 PM and announced on VHF channel 72. Racing should be cancelled if winds reach 22 knots and/or lightening is in the area, however any conditions deemed unsafe by the race committee OR series captain is a good reason for cancellation. If it becomes necessary to halt the race due to weather once you're on the water, hoist the yellow flag with 3 horn blasts and announce the cancellation on VHF channel 72. Rain and cold water make a fall into the water a safety concern. Safety of all is our number one concern. Each skipper is responsible for the safety of his boat and crew.

**Questions?** If at any point during the evening of your duty, you have a question about a procedure, weather, shortening course, etc., please do not hesitate to call the series captain on his cell phone to discuss the issue. They are there for advice and help in making the correct decisions.

## **Race Committee/ Protest Committee Responsibilities Supporting a Protest**

(the sailing instructions should be used as a reference)

### **On the water Preliminaries:**

- Protesting boat shall notify the Race Committee (RC) of the protest and which boat is being protested at the time they finish race.
- RC should note if the protesting boat has a red flag displayed.
- RC shall inform protested boat and Series Captain (SC) of a protest ASAP.
- RC shall note the time the RC boat reaches the dock.

### **At the dock Preliminaries:**

- Protest shall be delivered in writing to the WR Coordinator or Asst. Coordinator in the SailTime office within the 1 hour time limit of the RC reaching the dock. Delivery time should be noted on the protest form.
- RC shall discuss any known details with the Coordinator about protest before leaving for the night.
- SC shall try to mediate a simple protest on the spot. If boats have damage or injuries, a protest hearing will be scheduled on Monday night following the date of the protest. If a simple protest can not be mediated by SC, a Protest Committee (PC) can be formed and protest held following the night's race or scheduled for Monday night following the protest.

**Protest Committee shall conduct protest hearing in accordance with Rule 63.**

## **Willoughby Racers Race Committee Duties**

### **6 people recommended:**

1 - Line Sighter - stationed at the shroud to which the orange flag is tied. The orange flag should be tied on the shroud on the side of the boat closest to the start mark. Ideally, this person has a handheld VHF with which to notify boats that are over early.

2 - Individual/General Recall Flag Person - to signal over early boats and watch them come back to restart.

3 – Recorder - writes down over early boats and helps recall flag person track each boat's restart status.

(these 3 people are stationed at the shroud for easy communications)

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4 - Time Keeper / Horn Blower keeps the official starting and finishing time (same watch for both starting and finishing) and makes the audible (horn) sounds for the starting sequence.

5 - Prep Flag person raises and lowers the prep flag

6 - Fleet Flag person raises and lowers the fleet flags  
(these 3 stay together, usually towards the back of the boat, for easy communications)

### **with 5 people:**

combine positions 2 and 3

### **with 4 people (getting thin):**

combine positions 1, 2, and 3

### **with 3 people (getting REAL thin):**

combine positions 5 and 6

# Starting Sequence

(When Everything Goes Right)

6:00 pm - RED Flag Up + Horn 

6:01 pm - PREP up (RED stays up) + Horn  

6:04 pm - PREP down (RED stays up) + Long Horn 

6:05 pm - RED down / WHITE up + Horn  (1<sup>st</sup> start)

6:06 pm - PREP up (WHITE stays up) + Horn  

6:09 pm - PREP down (WHITE stays up) + Long Horn 

6:10 pm - WHITE down / BLUE up + Horn  (2<sup>nd</sup> start)

6:11 pm - PREP up (BLUE stays up) + Horn  

6:14 pm - PREP down (BLUE stays up) + Long Horn 

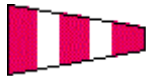
6:15 pm - BLUE down + Horn (3<sup>rd</sup> start)

[For “Screw Ups” See back side of sheet!]

# IF SOMETHING GOES WRONG

**FIRST - Take a deep breath and RELAX!**

If a mistake was made during the sequence, raise the Postponement Flag (Red & White Flag) and sound 2 horn blasts.



**Then:**

- **\*\*Decide which class you need to start and get that flag ready (RED/WHITE/BLUE)**
- **On an even minute, lower the Postponement Flag and sound 1 horn.**
- **1 minute later – raise the RED, WHITE or BLUE class flag + Horn**
- **1 minute later – PREP Up + Horn**
- **3 minutes later – PREP down + Long Horn**
- **1 minute later – Class down + Horn (starts class - note the time on the score sheet)**
- **Repeat as needed**

# OTHER SIGNALS AND THEIR USE

## INDIVIDUAL RECALL



Raise this flag with one horn blast if there is a boat or boats that are over the starting line early. Lower flag when all boats that were over early have come back to the pre-start side of the starting line. If the over early boats have not come back, flag should be lowered no later than 4 minutes after the start (or with the lowering of the prep flag for the next rolling start). Note all boats that were over early and which ones came back to restart.

## GENERAL RECALL



Raise this flag with 2 horn blasts if there are so many boats over early that it is too difficult to identify the individual over early boats or if a mistake was made at the end of a sequence (such as lowering the red, white, or blue flag too soon) . Continue at the above \*\* directions as if Postponement flag was used (including horns as instructed).

## SHORTEN COURSE

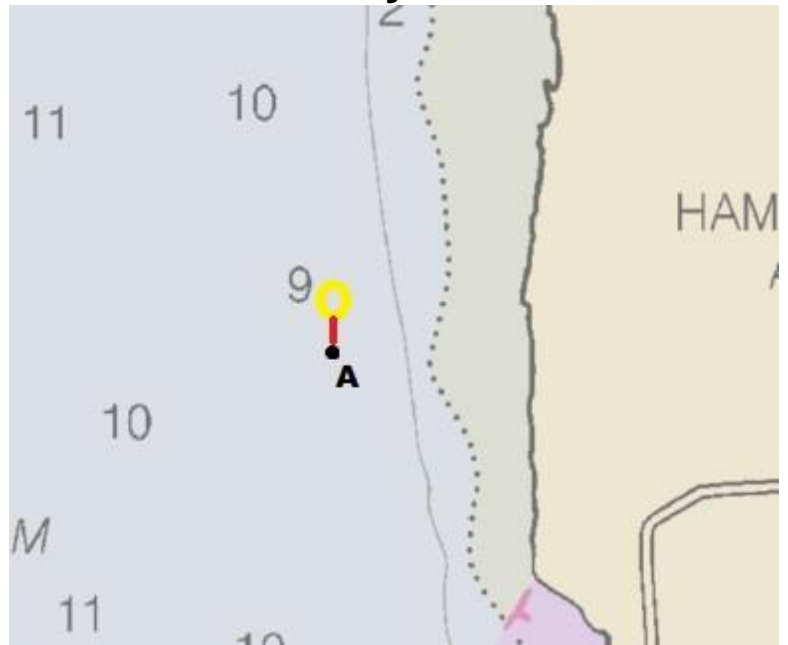


Raise this flag with 2 horn blasts if you decide that there is insufficient wind for the boats to finish the course before the time limit. Course can (and must) be shortened at any mark (but **NOT AT THE START/FINISH LINE**). Position R/C boat at the mark at which the course will be shortened and anchor 'outside' of the turn (all mark roundings are to starboard, so you should be to the 'left' of the mark from the perspective of the boats coming to finish with the line perpendicular to the course from the previous mark; see illustrations on following page). The new finish line will be between the mark and the Shorten Course flag (now positioned at the shroud; take down the orange flag).

## Shortened Course Finish Line Layouts

For all marks: position committee boat at yellow circle. New finish line is shown in red.

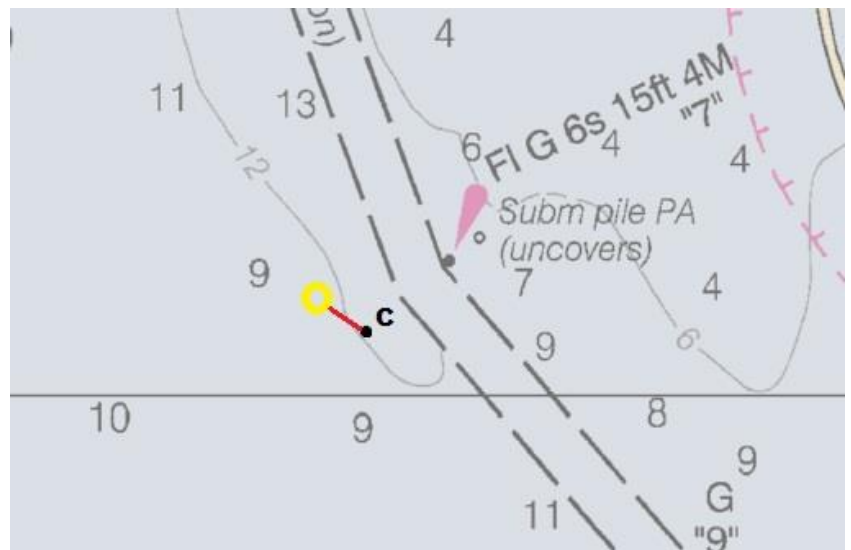
At "A" Mark, position R/C boat north of the bird nest.



At "B" Mark, position R/C boat south of the mark and just south of the channel; there is room between the channel and the restricted area (chart shown is dated 2015).



At "C" Mark, position R/C boat NW of the mark.



WILLOUGHBY RACES

Date: \_\_\_\_\_

FINISH SHEET

Time returned to the dock: \_\_\_\_\_

R/C Boat: \_\_\_\_\_

Protest flag observed: yes / no If yes, boat name(s): \_\_\_\_\_

Contact Name: \_\_\_\_\_

Course: west (blue) / east (white) Shortened? Y / N at which mark? A / B / C

Cell #: \_\_\_\_\_

RECORD SAIL NUMBER AND ACTUAL CLOCK TIME OF FINISH FOR EACH BOAT. PLEASE BE CERTAIN THAT WRITING IS LEGIBLE. PLEASE RECORD BOATS IN THE ACTUAL ORDER THAT THEY CROSS THE FINISH LINE. DO **NOT** PRE-FILL OUT THE FORM WITH SAIL NUMBERS! WE NEED THEM IN THE CORRECT ORDER AS THEY FINISHED!

NON-SPINNAKER FLEETS (BOTH)

<u>Sail #</u>	Finish Time <u>hh : mm : ss</u>	<u>Sail #</u>	Finish Time <u>hh : mm : ss</u>
1 _____	: : _____	14 _____	: : _____
2 _____	: : _____	15 _____	: : _____
3 _____	: : _____	16 _____	: : _____
4 _____	: : _____	17 _____	: : _____
5 _____	: : _____	18 _____	: : _____
6 _____	: : _____	19 _____	: : _____
7 _____	: : _____	20 _____	: : _____
8 _____	: : _____	21 _____	: : _____
9 _____	: : _____	22 _____	: : _____
10 _____	: : _____	23 _____	: : _____
11 _____	: : _____	24 _____	: : _____
12 _____	: : _____	25 _____	: : _____
13 _____	: : _____	26 _____	: : _____

SPINNAKER FLEET (RED) start time: \_\_\_\_\_

<u>Sail #</u>	Finish Time <u>hh : mm : ss</u>	<u>Sail #</u>	Finish Time <u>hh : mm : ss</u>
1 _____	: : _____	6 _____	: : _____
2 _____	: : _____	7 _____	: : _____
3 _____	: : _____	8 _____	: : _____
4 _____	: : _____	9 _____	: : _____
5 _____	: : _____	10 _____	: : _____

Record any protests on the back of the sheet.