



# PCA OBSERVER'S REPORT FOR TOUR

Version 2014

This report should be completed and returned no later than ten days after the event to the **PCA National Office, PO Box 6400, Columbia, MD 21045**. Please type or print, as this report will be reproduced. Be sure to complete both sides and use extra pages for comments if necessary.

Name of Event: \_\_\_\_\_ Date(s): \_\_\_\_\_  
 Region: \_\_\_\_\_ No. of Entries: \_\_\_\_\_  
 Type of Tour: \_\_\_\_\_  Day Trip;  Progressive;  Overnight;  Other  
 \_\_\_\_\_  
 Weather conditions: \_\_\_\_\_  
 Start location: \_\_\_\_\_ Finish Location: \_\_\_\_\_  
 Event Chairperson: \_\_\_\_\_ Region President: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address: \_\_\_\_\_

### FILL OUT THE FOLLOWING. PLEASE EXPLAIN ANY NEGATIVE OR MARGINAL RESPONSES.

(5 is excellent, 3 is average, and 1 is marginal)

#### INSURANCE:

Were all attendees required to sign the standard PCA waiver and release form?  YES  NO  
 Was a copy of the event insurance binder confirmation available at registration?  YES  NO  
 Rate risk management for this event: \_\_\_\_\_  
 Who will archive the release forms? \_\_\_\_\_  
 Other parties named on the Insurance Binder? \_\_\_\_\_

#### EVENT ORGANIZATION:

Was the drivers' meeting adequate?  YES  NO  
 Were safety issues discussed at the drivers' meeting?  YES  NO  
 Were drivers monitored for unsafe or aggressive driving?  YES  NO  
 Were non-Porsche vehicles allowed to run the event?  YES  NO  
 Was a lead car used?  YES  NO  
 Was a sweep car used?  YES  NO

#### TOUR ROUTE:

Was the route well defined?  YES  NO  
 Was there an adequate rest stop?  YES  NO  
 Were pull-off areas adequate and safe at rest stop(s)?  YES  NO  
 Did all cars stay on the route?  YES  NO  
 Were speeds kept within legal limits?  YES  NO  
 Were congested areas properly anticipated?  5  4  3  2  1  
 Approximate length of the Tour: \_\_\_\_\_  
 Approximate total running time: \_\_\_\_\_

**Tour Observer's Report (Page 2 of 2 pages)**

**GENERAL**

Rate the overall standard of the event and organization:

- Excellent;  Above Average;  Below Average;  Marginal

**GENERAL COMMENTS, REMARKS, OR RECOMMENDATIONS:**

- Additional pages attached

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PCA Observer: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: ( \_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

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