

## Application to change or modified Go-kart Track or facility

Club details

On behalf of circuit licensee

We the governing committee of \_\_\_\_\_ are submitting this application on behalf of our members. We have considered all the criteria that makes up this application and provided the required evidence and consider this application to be true and factual.

Committee		
Name _____	Sign in _____	Position _____
Name _____	Sign in _____	Position _____
Name _____	Sign in _____	Position _____
Name _____	Sign in _____	Position _____

	Office use only
Site inspection required: Yes / No	Conducted on: / /
Approved: Yes / No	Date: / /
Approved by:	Sign:
S&R fee invoiced: Yes/No	Submitted to S&R: Yes No      Date: / /

## Preamble

This document is designed as a formal request process to change or modify a NSW Go kart race circuit licence outside of its renewal/ inspection period. This document must be used in conjunction with the NSW Track Licencing Standards. It's of the ut most importance that any change or modification to a race circuit will not increase the likelihood of harm or injury.

## Application Process

### Step 1.

Consider modifications and the potential effects upon safety. Consideration must be given to compliance as outlined in the NSW Track Licencing Standards, Australian standards and local government requirements.

Note: In some cases and due to original circuit design compliance with the NSW Track Licencing Standards may not be possible. This will also be taken into consideration.

### Step 2.

Drawing and or Photos detailing the modifications or works are to be submitted  
Depending upon the size and scope of works a document should be submitted with a detailed time line and completion date be submitted with this application.  
(For small changes the tool on the next page can be used)

### Step 3.

Submit the application and additional documents to KNSW for consideration. In some cases there may not be a need for a site inspection and the application can be approved.

### Step 4.

Upon approval from KNSW the request for amended track licence will be submitted to Sport and Recreation and unless there is any unforeseen circumstances a new revised Licence will be issued.

On behalf of \_\_\_\_\_ I /we are requesting that the following changes be made to our race track/facility. As the appointed individual/works committee we are working to the guidelines and of \_\_\_\_\_ Governing committee.

Name

Signature

1 \_\_\_\_\_

\_\_\_\_\_

2 \_\_\_\_\_

\_\_\_\_\_

3 \_\_\_\_\_

\_\_\_\_\_

4 \_\_\_\_\_

\_\_\_\_\_

Proposal

\*Please outline below the intended modifications and the reasoning / benefits below or attach a document

\*Attach circuit drawing of intended modifications

## Safety assessment Tool

Considerations	Yes ✓	No ✓
Does the intended modifications comply with the NSW Track Licencing Standards?		
Provide references to Track Licencing Standards		

Considerations	Yes ✓	No ✓
Does the intended modifications comply local government		
If YES provide evidence of compliance attach Emails or correspondence		

Considerations	Yes ✓	No ✓
Where applicable does the intended modifications comply with relevant Australian standards?		
List Australian standard ref		

Considerations	Yes ✓	No ✓
Does the intended modifications introduce additional risk?		
If YES please complete a risk assessment and demonstrate how any risks will be controlled or minimised		

