



**Secretary of State
Office of Professional Regulation**

**MOTOR VEHICLE RACING
Application Instructions**

REGISTRATION: First time Applicants

1. **Complete Application;**
2. **Application Fee– Non-Refundable Processing Fee; and**
3. **Upload the following required documentation.**
 - Proof of Insurance
 - Town Permit (photocopy of letter showing town letterhead)
 - Grandstand Report from the Dept. of Labor & Industry (photocopy)
 - Schedule of Events (Dates and Times)
 - Copy of the Promoters Track Rules
 - Detailed diagram of track layout including locations of grandstands, fences, spectators, location of pit and fire/medical personnel.

Important Information

As a condition of your permit, and prior to holding a race the track needs to be inspected.

Please note that under Vermont law, the Office of Professional Regulation has a duty to inspect race courses to insure public safety.

Inspectors acting on behalf of the Office of Professional Regulation may inspect race facilities before or during any races. The Office of Professional Regulation or its inspectors may suspend a permit and require all racing activities to cease immediately for failure to comply with any permit condition or failing to comply with any of the laws governing racing and race safety. See 26 V.S.A. § 4810.

NOTE: Any change of address or other contract information, by an applicant or licensee, must be forwarded to this office no later than thirty (30) days after change occurs.