Following the introduction of the new Day Licence Application Form, please see below the process and instructions on how to proceed with Day Licences for 2022.

* The new Day Licence Application Form forms **PART ONE** of the Day Licence. The traditional Day Licence still needs completing for the race day as normal, only when the Day Licence Application has been accepted.
* The completed Day Licence Application must be with the host Membership Secretary (or delegated person) **no less than seven days before race day.** This is to allow them to review the application and raise any concerns or ask any questions and feedback to the competitor and NASA as required.
* The Membership Secretary is responsible for ensuring that they are happy with the information supplied and that they have checked to ensure the applicant is not currently serving a NASA ban.
* Where a banned driver is attempting to apply for a Day Licence, Barbara Harper must be notified immediately.
* Proof of ID needs to be seen for the applicant to make sure they are who they say they are and not a banned driver attempting to race under an alias. Where the name doesn’t match the proof of ID, Barbara Harper must be informed immediately.
* The completed Application Form must be held and available at the race meeting in order to provide the medical crew with the competitors medical conditions advised in the case of an incident.
* This data will only be held by the Membership Secretary during the application process and not kept after the meeting.
* **PAPER APPLICATION ONLY:** Once the meeting has taken place, Part Two (traditional Day Licence) must be stapled to the Application Form, both then being sent with the signing on sheets to Elaine Winterburn.
* **ON LINE APPLICATION ONLY:** Once the meeting has taken place, the membership secretary must delete the email from the online form where the driver has given personal information. NASA will already have a copy and NASA will hold this information. The race day ‘Day Licence Stub’ must still be sent with the signing on sheets to Elaine Winterburn.