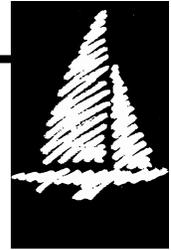
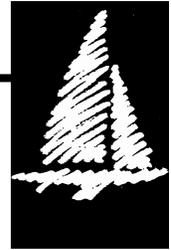

INTERNATIONAL ETCHELLS CLASS ASSOCIATION
WORLD CHAMPIONSHIP HANDBOOK





- ❖ Executive Summary
- ❖ Basic Guidelines
- ❖ Time Lines
 - Five to Four Years
 - Three Years
 - Two Years
 - Eighteen Months
 - Twelve Months
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 - Four Months
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Executive Summary



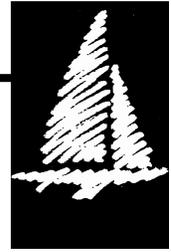
The Etchells Worlds attracts top competitors from around the world. The strength of the Etchells Class falls into the hands of individual fleets and yacht clubs yearly for a Worlds Championship. This Regatta creates significant expectations from competitors and often unique requirements for the Worlds Organizing Authorities.

This Handbook is published to help prepare Worlds' Organizing Authorities to run a quality event to the expectation of the competitors.

The Etchells Governors will work closely with the Worlds Organizing Authorities to implement details in this Handbook. The Governors will advise the Regatta Organizers to put a strong principal race officer at the helm of the Regatta as it is imperative that this should not be the weak link in a well run event.

This Handbook contains Regatta guidelines, a time line and checklist along with supplements and appendixes, which will define the requirements and recommendations for the Etchells Worlds. They should be read in conjunction with the Etchells Class Rules including the various appendices which cover different aspects of a World Championship.

Basic Guidelines



A well-trained Principal Race Officer must run Etchells Worlds. Things happen that require experience and depth at running large fleet regattas.

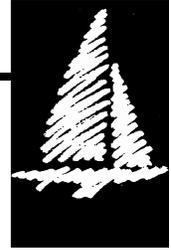
The following is mandatory:

- **Patience at the Start:** It is important that starting lines have equal distribution. Use of the I-Flag, Z-Flag and Black Flag should be avoided unless the fleet consistently pre-starts with even distribution.
- **Course Length:** The course length must be identified and properly executed.
- **Bearing to the Mark:** The marks must be directly in line with the wind. It is intolerable for either beats or runs that are out of square.
- **Mark Identification:** Marks must be located with significant stake boats or helium balloons. The competitors must be able to see the marks without navigational aids.
- **Support Boat Management:** Support boats, committee boats, spectator boats and jury boats must be kept away from competitors during starting sequences and racing. This includes keeping the area beyond the extensions of the starting line prior to the start.
- **Starting Boat Signals:** All Competitors must be able to see VERY LARGE signal flags immediately after the start. There must be no confusion on recall flags. (Use a motor boat with maneuverability for the race committee.)
- **Recall Numbers:** Recalled boats must be identified on a display board at the weather mark. This must be in the race instructions.
- **Sound Signals:** Sound signals are to be clearly audible. If a starting gun is used, it must be well maintained and not directed at a competitor or committee member. (Gun height should be well above the level of competitors.)
- **Verbal:** No verbal communication is allowed to competitors.
- **Changing of Marks:** If conditions change, marks must change per normal guidelines.

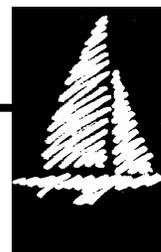
Etchells Class Rules: The Etchells Class has several rules that are unique. These must be understood and enforced by the Regatta Organizing Authorities. Specific rules are as follows:

- **Hull Measurement:** Hulls must be measured under the direction of the Etchells Class Chief Measurer. Loaner boats and local boats should be pre-measured to shorten the load and provide the Measurement Team practice to complete regatta measurement.
- **Sail Measurement:** All sails must be measured by a team under the direction of the Etchells Class Chief Measurer.

Basic Guidelines



- **Crew Weight:** Crews must be weighed during registration on the day prior to the first race and during the regatta in accordance with the procedure set out in Appendix A, 11.H *Crew Weight Limit*.
- **Loaner Boats:** The requirements are set out in Appendix F and may be the hardest part of the regatta. Foreign contestants will need loaner boats per class rules. The Organizing Authority must prepare for at least 10 and as many as 20 Etechells race ready for the Worlds. Loaner boats come from the local competitors that do not qualify and any charters the Organizing Authority may obtain.
- **International Jury:** An International Jury must be selected as per Appendix A, 5.
- **Entry Eligibility:** Entrants must qualify as per Appendix A, 6 and 7.



Time Lines

5 to 4 YEARS PRIOR TO THE EVENT

Regatta site selection

3 YEARS PRIOR TO THE EVENT

Full site selection package
Core Organizing Committee
Sponsorship - Title sponsor
Logo Design

2 YEARS PRIOR TO THE EVENT

Regatta dates
Publicity

18 MONTHS PRIOR TO THE EVENT

PRO selection
Jury selection
Event Committees formed

12 MONTHS PRIOR TO THE EVENT

Race Committee selection
Notice of Race
Loaner Boat arrangements
Entry Allocation determined

6 MONTHS PRIOR TO THE EVENT

Jury selection completed
Regatta Measurer appointed
Promotional mailing
Accommodations
Publicity updated

4 MONTHS PRIOR TO THE EVENT

Sailing instructions
Entry packet
Perpetual Trophies
Social schedule set

Regatta Brochure

2 MONTHS PRIOR TO THE EVENT

Regatta Brochure

Media Contacts

Verifying Eligibility

Measurement

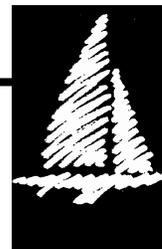
Registration

Items over which the IGC has fundamental control:



- Regatta Dates
- Principal Race Officer Selection
- Fleet Entry Allocation
- International Jury
- Notice of Race
- Sailing Instructions
- Measurement
- Verifying Eligibility of Entries
- Communication During Event

Five to Four Years



Regatta site selection:

Host Fleet, with its National Association's approval, should submit a preliminary bid for hosting a World Championship to the International Governing Committee.

The following items should be submitted:

- < Proposed venue
- < Proposed dates, e.g., month
- < Overview of fleet support
- < Letter/s from Yacht Club/s which will provide supporting facilities for the event
- < A map of the venue, showing the location of shore facilities and sailing area is helpful.
- < Description of surrounding area.

See Appendix E for additional details.

The International Etchells Class awards the World Championship to a Fleet, not to a club.

- **Venue must be approved by IGC no later than four years in advance.**

Three Years



Full site selection package

Upon being selected as World Championship host based upon preliminary bid, the Fleet should prepare a full packet to IGC for review to include:

- < chart of racing area
- < shore facilities
- < marina and launching facilities
- < car parking and trailer storage during the event
- < availability and types of accommodations
- < outline of area attractions for sailors and guests

Core Organizing Authority

A core Organizing Authority with Event Chair should be appointed, if it has not already been done. This group will initiate the subsequent steps in the planning process and should include Fleet members and representatives from the Yacht Club/s involved. This group will select the Event Chair, who does not have to be an Active Etchells member, but should be an outstanding organizer and familiar with the Class. The Fleet should not cede its authority or voting power on the Organizing Authority to others.

Sponsorship

Event sponsors should be considered as soon as possible in the planning process. Most large companies plan budgets a year or two in advance, so targeting sponsors and making proposals to specific potential sponsors is critical to gaining a title sponsor and supplemental sponsorship for the event.

Sponsors only give funding if they know they will get something in return. Let them know

- < what the event is
- < who the competitors will be (World Class racers' names help)
- < where the event will be held
- < what "bang" they'll get for their "buck"
- < Ubiquitous logo and website exposure
- < what perks sponsors will enjoy at the event e.g. cocktail parties

with high profile sailors, spectator boat seats, etc.

Provide samples of previous World Championship sponsors' material.

The Class office may provide a member profile survey, along with current demographics of the fleets and Class - these can help in soliciting sponsors. They like to know the target market.

Three Years



Logo Design

An outstanding logo can be a big help in getting the message out about coming to a super regatta. The earlier, the better. If sponsor is on board, their input should be a consideration. If no sponsor has yet signed on, keep in mind that the logo may need to be adapted once a sponsor is found.

A great logo on all advertising, website, posters, letterhead, Notices of Race, Sailing Instructions, brochures, hats etc. creates a theme, helps sell the regatta and insures a well remembered event.

The logo should not be the burgee of the host YC.

Two Years



Regatta dates

Exact dates for the event should be determined. Consideration of other significant events in the sailing world, e.g., Olympics, America's Cup, etc., should be given.

- **Prior to distribution, regatta dates must be submitted to the IGC for approval no later than twenty-four months before the event.**

Many competitors plan their regattas a long way out. With many people shipping boats to the event, the more lead time you give competitors for the event, the more likely they will be to plug the regatta into their plans.

Publicity

Regatta publicity is essential for good participation. As soon as dates have been approved, advance publicity sheets should be sent to all the International Class officers, all National Associations and Governors, the Class office for inclusion in the Newsletter and the Class website. In addition to dates, these publicity sheets should detail the venue, general conditions, extol the region and entice people to start thinking about attending the regatta in advance.

A web site is essential for regatta information. This should be set up with links from the I.E.C.A. website and any other National Association and Fleet sites. Frequent updates are important. If a sponsor has been secured, the sponsor logo should be displayed on both the publicity sheets and website.

Loaner Boats

Start begging for possible Loaner Boats.

Budget

A preliminary budget should be submitted to the Governors. The Governors shall review and approve this budget.

Shipping

Shipping arrangements must begin.

Eighteen Months



PRO selection

Early selection of the event PRO is advised. The PRO input is essential in choosing both Race Committee and Jury members, and in composing the NOR and Sailing Instructions.

PRO selection must be approved by the IGC.

International Jury Selection

IJs are often spoken for years in advance for major events. The process may take some time, so start early and use as many references to find jurors familiar with the Etchells Class as possible.

One member of the Jury must be an Etchells Class member conversant with the rules of the Class. Refer I.E.C.A. Appendix A 5.B.

Proposed Jury selection is sent to I.E.C.A. Secretariat, which may have relevant information to assist in the process.

Event Committee formed

To assist the core Organizing Authority, committees and committee heads should be set up to oversee the many facets of the regatta.

Use the resources of the host fleet by including people who have had World regatta experience as well as new members.

Setting up a liaison with the current Worlds committee may prove helpful; no use reinventing the wheel. Finding out what systems and methods worked well at previous regattas is helpful not only to the Organizing Authority, but competitors like a good system that they are familiar with.

Committees include



Race Committee

To include at least one Etchells Class member conversant with the rules. Provides space with phone, fax and computer access for Race Committee during regatta. Refer I.E.C.A. Appendix A 5.A.

Eighteen Months



- **Registration**
Devises and oversees the forms and process for advance and on site registration. Organizes bow numbers. Works closely with the Class office.
- **Help / Hospitality**
Arranges spectator boats; provides information and directions to doctors, hospitals, laundromats, saunas, banks, etc.
- **Measurement**
Works closely with Class Chief Measurer, organizes facilities and systems for measuring boats, sails, crew. Replicating good functional systems from previous Worlds makes the repeat competitor's life much easier.
- **Loaner Boats - Appendix F**
- **Launching / Mooring / Slips / Tie-ups**
Organizes docking space or moorings for all competitors, develops plan to assigning space to entrants, and arranges for bottom washing in water or whatever is allowed by Sailing Instructions.
- **Trailer storage and Land logistics**
Works closely with Launching / Mooring committee, facilitates smooth flow of boats, vehicles and people. Assures secure trailer storage.
- **Fund Raising**
Ideally, title sponsor is already in place; this group seeks additional minor sponsors. Develops clothing line for sale and sailors gift packets; sells space for and creates regatta brochure.
- **Publicity, Media and P/R**
Develops website; works with Fund Raising on regatta brochure. Contacts local and sailing media with advance notice of event and regatta reports during event.

**Social**

Plans social events and after race under the tent - burgers/barbie and beer.

**Housing**

Arranges billeting with local fleet members or friends of the Class.
Organizes package deals with local hotels, inns, B & B's, etc.

**Finance**

Develops budget for entire event, may set up special event bank account or set up Chart of Accounts within accounting of host club.
Provides input on setting Registration fees for entries.

Twelve Months



Entry Allocation determined

No later than eight months prior to the championship, the host fleet should submit to the IGC a target percentage it wants to see at the Championship. This percentage should - based on evaluating probable participation - bring to the regatta a target number of 75 competitors. A check with the Class office may help determine a ballpark figure of how many boats may come from various fleets.

This percentage may subsequently be increased should numbers warrant, but it may not be decreased, at a later time. The IGC is usually guided in its decision to approve by the host fleet's recommendation.

Allocation for Worlds entries must be approved by the IGC.

Race Committee Selection

The Race Committee must include an Etchells Class member conversant with the rules of the Class. The Chairman of the Race Committee is approved by the IGC. (*See PRO selection above.*)

Notice of Race

The rules specify that the NOR be forwarded to all Fleets at least four months prior to the first race of the championship; that's cutting it too close in this day. NOR should run in the Class Newsletter for at least two issues prior to the event.

The Organizing Authority can obtain a set of mailing labels from the IECA office for mailing a copy of the NOR to all Active Class members worldwide. It's advised to include an Entry Form with this mailing. NOR and Entry Form should be placed on the website for downloading and use.

Notice of Race must be submitted to the IECA Secretariat for IGC approval

Loaner Boat arrangements

Arrangements for boat pool should start early. Separate insurance policies and waivers need to be prepared. Integrity of loaner boat pool is vital; boats need to measure in and be up-to date, so even though host fleet qualifying series will not have concluded, work should start on the loaner boat program. Loaner boat information must be in the NOR package.

Six Months



Jury Selection Completed

Head Judge should have been determined. Jury should be finalized.

Furnish each Juror with a copy of the NOR and latest Rule Book with any rules changes in effect, but not yet incorporated into the book.

Regatta Measurer appointed

Head Measurer for regatta should be appointed. Furnish Head Measurer with a copy of the latest Rulebook and any rules changes in effect, but not yet incorporated into the book.

Promotional Mailing

Promotional material about the regatta should be mailed to Active members worldwide. Labels are available from the Class office.

Accommodations

Advance contact with local hotels/inns should be made; arrangements for package deals for competitors should be made.

Encourage Fleet members and friends of the Fleet to house IJ s, Class officials and out of town teams.

Publicity Updated

Website and regatta notices should be updated with information on whom to contact for what e.g., Entry Forms, Registration, etc.

Coordinate with host Yacht Club

The host club needs to be alerted to any special needs for the event. Two of which are the annual Governors' Meeting and the annual Class Meeting which always takes place just prior to the World Championship.

Governors' meeting requires a room on the premises for a full day. A table/chair arrangement for 20 people should be provided. It's customary to set this meeting the day before the Practice Race.

The Annual Class members' meeting is to be held in the same location and just before or after the Skippers' meeting, prior to the Practice Race.

Arrange a private room for the Jury and facilities for the Jury Secretary. This space must be available from the Hearing Room, if possible.

Four Months



Sailing Instructions

- A copy of the Standard World's Championship Sailing Instructions nominally following the ISAF sailing instructions guide is included in Appendix. Any variations to the Standard Sailing Instructions should be noted when submitting for IGC approval. Changes to Class rules require ISAF approval.
- **Sailing Instructions must be submitted to the IECA Secretariat for IGC approval.**

Entry Packet

Prepare Entry, to include:

- Entry Form
- Schedule
- Notice of Race
- Loaner Boats information and Agreement
- Insurance information
- Accommodation information
- List of all Documents that the competitor must provide for regatta, e.g., Hull and Spars, Sail Management Certificates.
- Information about the area and points of interest for non-sailors accompanying competitors.
- Any Yacht Club rules that must be observed, drink and meal charges protocol, dress code, guest use of facilities, etc.
- A general map of the area is helpful to include.

Perpetual Trophies

Contact Class office regarding arrangements for return of previous year's perpetual trophies, which are under jurisdiction of the IGC. Designate one person to whom all trophies being shipped to the event will be addressed. This person needs to be responsible for their safekeeping from receipt until the time of presentation.

Social schedule set

It's not necessary to have a social function every evening; however, a few set events, such as Opening Cocktail party, mid-week dinner and final presentation

function are traditional. In addition, an after-race gathering spot - with beers and casual food - large enough to have competitors, their friends and family is a must.

Social schedule should be included in Entry packets and regatta brochure.

Website update - II

Copies of Entry packet material including Entry Form should be posted on the website for easy downloading. Post complete instructions as to how to send and what must be included with entry form.

Two Months and counting



Regatta Brochure

This brochure can vary from a slick four color 20 plus page booklet to sheets of information stapled together, depending on the budget. Brochure ads can make a piece self funding. A dazzling brochure can go a long way in promoting the event, getting publicity and presenting an excellent image to competitors and the sailing world.

Sections of the brochure may include

- the schedule
- a short history of the Class
- previous Champions
- a list of competitors with sail numbers and hometowns
- information about the venue and host club
- letters of welcome from local dignitaries and Class Chairman
- list of chandlery, sail repair and services available
- tide charts and any special wind and current “local knowledge” information
- members of the Jury and PRO/RC information
- a list of local restaurants and points of interest plus a map are helpful

Most Fleets make the brochure and clothing their moneymakers.

Media Contacts

Make contact with sailing and local media. Find THE person on the staff of magazines, newspapers, radio and TV who deals with yachting. Send them a one page press release about the event and let them know you'll be sending a more complete package closer to the event. Establish good working relationships and systems, so all will be in place for the regatta. Find out exactly how the media wants regatta results sent to them during the event.

Include the website on the distribution list for regatta results. People are hungry for the news and your best market is the Etchells webpage.

Arrange for the Press Boat to take TV and still photographers and media people out to the racecourse. Have an area set up for the Press to access phone and fax lines.



Two Months and counting

Verify Eligibility of Entries

The eligibility of all entries must be verified by the International Class Executive Secretary. It's a good idea to liaise with the office ahead of time to set up the best way to do this. Either by sending copies of the Entry Forms or devising a spread sheet with the necessary information, e.g., skipper name/co-skipper names, crew names, fleet, sail number, hull number and fleet name.

Measurement Site

Measurement sites for boats, spars and sails need to be well planned and have adequate space for lots of people and their gear. Co-ordinate with the Launching, Trailer, and Registration Committees to assure efficient flow through the Measurement process for the competitors. Refer to Appendix A 10.

Call the Class office to arrange to have Class scale shipped to the event, if needed; also obtain keep templates, both the E22Dec 98 template and the IYRU/ISAF 1976 template as well as a rudder template.

Tables made of horses and plywood, set up on tennis courts, make sail measuring almost easy.

Weigh-in system for crew can be a nightmare. Plan how/where to take the original measurement and determine on what date the subsequent weigh-in will take place. Renting a commercial bonded scale is recommended - forget the bathroom scales for this. Place scale in an easily accessible spot, where competitors can check weight as they wish.

It's a good idea to have the same people involved with the weigh-in throughout the regatta. It eliminates re-educating people everyday.

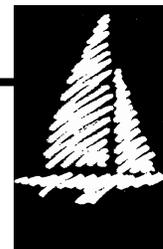
Registration

All entries should be pre-registered. Competitors want to register once and be finished.

- Distribute competitors' packets - with Sailing Instructions, brochure, any freebies - and bow numbers (have replacement digits on hand they have a way of getting lost.)
- Have on hand a sketch of measurement sites and flow, notice board, parking, etc., so competitors know where to go for what.
- Develop a system for validating Hull & Spar Certificates and Sail Measurement Certificates without collecting them for the duration of the regatta.

- Post Racing and Social schedule in highly visible spot. Pass out any complimentary tickets and have available additional tickets to social functions with prices posted.

Supplements



Large Fleet Regatta Techniques

Charley Cook

Here's a brief description of some of the things done at the 1998 Etchells Worlds (100 boats) and the 1999 Star Worlds (129 boats). There's no "right way" to run a race for a fleet this large. So, I'm sure you have some ideas and experiences that would improve on this system.

Please remember - this is a description of what has worked elsewhere. It is not an "order" or a statement that this must be done in San Diego. Local conditions and practices must always be taken into account.

STARTING LINE

For the Etchells Worlds, the line was approx. 0.85 nm (the line for the Star was approx. 0.7nm). This required a three-boat line. The best process seems to be to anchor one end first. The other end boat then "pings" the anchored boat, and goes into an approximate location. When the PRO has decided on the line angle, he/she tells the end boat what angle and distance is desired. The end boat then moves into that position and anchors.

When both end boats are anchored and the PRO is happy with the line, the middle boat (with the PRO aboard) then moves to windward from below the line. The two end boats tell the middle boat when it is on the line. The middle boat proceeds further to windward and then anchors. The objective is to end up approx. 2 boat lengths above the line between the two end boats. This tends to draw competitors in from the ends and makes starting easier.

CHECK IN OF COMPETITORS

The middle boat with the PRO aboard has too much to do in setting the line to also have to check in boats. Imagine trying to move to windward with 100 boats circling and trying to check in!!! The first boat to anchor should be the check in boat (or, a separate boat altogether). If it is one of the start boats, have it anchor closest to the harbor. The sailing instructions should state that competitors must check in at a boat displaying flag L.

STARTING, COURSE AND RECALL SIGNALS

The starting line is so long that the competitors can't see the signals at one end from another. Signals from the center boat get obscured easily as well. It's best for competitors if all starting, recall, and course signals are repeated at each start boat. It's

Supplements



ideal if two floating boats above the line can also be used to display starting and recall signals (but not the course signals.) We have used one safety boat and one leeward mark boat to do this - it worked really well. While they were in position to display starting signals, they also took wind readings - wind readings from the anchored start boats with 100 boats circling are useless! ! !

All three-start boats should also be ready to display the bow numbers of boats disqualified under this black flag if a general recall is signaled.

REPETITION OF SOUND SIGNALS

If the gun is sufficiently loud, the starting signals are made only from the center boat. A horn for individual recall, AP and dropping AP, N or First Repeater is made, if possible, from the two end boats as well as the center boat.

TIMING

As you might imagine, timing the signals when they are made from three (or five) locations is a challenge. After lots of trial and error, we have found that this system works pretty well. First, do a time tick to GPS time at the morning RC meeting. Second, make sure each of the start boats has one person aboard whose sole job is timing. On the water after the center boat is anchored, the PRO says something like “yellow up at 5 minutes after the hour.” The PRO then makes a reminder over the radio about one minute before each signal goes up or down. Each boat is responsible for its own timing - no countdowns on the radio. The PRO then checks for the appropriate signal by binoculars. Each boat is responsible for telling the PRO ahead of time if they aren’t ready (this is particularly important when the PRO is pushing to drop the AP or start again after a general recall.) Each boat is also responsible for telling the PRO if they have a problem in timing the display.

RADIO COMS FOR INDIVIDUAL AND GENERAL RECALL

With three start boats and rule 29, which requires the display of X within a few seconds, it is impossible for the PRO to talk to each of the other boats and make a timely decision for an individual recall. What seems to work is to let each start boat decide if boats are over early. If so, the person in charge of that boat orders the sound of a horn and the display of X. The three boats then talk, and decide if they have identified all or most of the OCS boats. If the PRO isn’t satisfied, X is dropped and general recall is sounded (with two sound signals.)

Supplements



STARTING LINE FLAGS

These should be as large as possible. At the Etchells Worlds, we ended up using 8'x8' flags. At the Star Worlds, we ended up hoisting 6'x6' flags to the top of the masts on the two outside line boats (they were 50' sailboats).

I once tried using a single flag on the center boat. It didn't work - the line sighter for each side ended up looking at the face of the other line sighter, and couldn't see the line!!! So, two tall poles and large flags on the center boat are necessary.

STAFFING CENTER BOAT

The center boat requires the usual cast of characters. The only real difference is that it's helpful to have four line sighters and four recorders. The PRO is not one of the line sighters. He/she stands near the line sighters and looks both ways. He/she is then in a position to decide to postpone if the line is bad, or to back up the line sighters on the side with the most business.

STAFFING OF TWO OUTSIDE START BOATS

As you can see, the techniques for effectively using three start boats require really talented people on the two outside boats. In reality, each of these boats should be staffed with a crew capable of serving as the right hand signal boat in a major regatta. Staffing might look like this on each of the outside boats:

Upon being selected as World Championship host based upon preliminary bid, the Fleet should prepare a full packet to IGC review to include:

- chart of racing area
- shore facilities
- marina and launching facilities
- Deputy PRO - in charge of the boat
- Driver
- Sound signaler
- Timer
- Line sighter (a back-up is helpful)
- Radio
- Recorder (a back-up is helpful)
- Flags
- Secondary flags

Supplements



USE OF END START BOATS AFTER START

These two boats are typically large, so they could be used as stake boats. With good people aboard, they can take and input GPS data. This enables them to lead the mark boats into position for a course change if all hell breaks loose. Finally, one of them can serve as the port end finish boat.

MARK BOATS

I believe the Etchells class now uses windward-leeward courses exclusively. Four mark boats are required.

The two leeward boats work together to set the gate and move it as needed. Pre-start, one can serve as a floating signal boat (above the line) giving wind readings. The other can serve as a crowd control boat, or go across the fleet in the event of a general recall.

The two windward boats should be outbound very early, in order to give wind and current readings. Two boats seem like overkill, but it really isn't.

STAKE BOATS

The first beat will be approx. 3nm. No matter how large, marks don't show up at that distance. Sailboats with marks hoisted up their mast make great stake boats. Flags don't show up as well. It would be ideal to have two - one to windward and one to leeward.

MARKS

If possible, the offset mark should be of a different shape and color than the original marks. New marks should be of a different color than original marks. If possible, also different shapes would be ideal. Black bands aren't visible from a distance.

FINISHING

In large fleets, it is helpful for two anchored boats to constitute the finish line rather than an anchored boat and a mark.

RADIO COMMUNICATION

Do you have private channel radios, or do you use VHF? I'm sure you have found that marine VHF can be a problem - too much junk traffic when you really need to talk to the team.

BOATS

As you might imagine, running a regatta for 100 plus boats is really “boat intensive.”

This list looks something like this:

- Primary signal boat. High speed anchor windlasses required.
- Two end starting boats. Really large sailboats or sportfishermen (outriggers removed) work well. High speed anchor windlasses required.
- Two high speed boats to go across the fleet in the event of a general recall or AP. The boats display flag G. One of these can be one of the leeward mark boats.
- Two stake boats. Large sailboats are ideal.
- Four mark boats.
- In addition, you know best how many tow, safety, and crowd control boats you'll need. Its best if the mark boats do not have to take on this duty.
- **Finally, two jury boats.**

Our thanks to Charley Cook, PRO for the 1998 and 2000 Etchells World Championships, for the time and effort he has put into running outstanding Championship regattas for the Etchells Class and for sharing his wisdom and experience in race management with the Class for use in the regatta handbook.