**EVENT UPDATE NO. 2: Checklist for Filing Registrations**

*The following information is intended as a guide to help teams complete the registration process successfully. Emphasis should be placed on: (1) completeness of your registration packet, and (2) timeliness of filing your registration packet.*

**What needs to be included in your registration packet? [Rule 3.6]**

* **Formal Registration Form** – **typed**

<http://www.solarcarchallenge.org/challenge/forms.shtml>

* **Registration Fee** - $1,500 – non-refundable [Rule 8.3] The registration fee must be included in your packet. Teams filing registration packets without their registration fee will be eliminated.
* **Mechanical Drawings:** Complete, detailed drawing(s) showing the mechanical structure of the vehicle. This should be drawn with a drafting program such as AutoCAD for clarity and is not limited to one page. The drawing(s) must clearly show crush zones, frame structure, and overall dimensions in three views (front, side, top). Dimensions should be labeled on each drawing. Crush zones must be explicitly labeled in the drawings. Drawings that fail to show adequate “360 degree crush zones” will be result in disqualification for the team. Teams using *Solid Edge* for their drawings will be considered for a special prize.
* **Electrical Schematics:** A complete, detailed schematic and wiring diagram showing the electrical layout of the vehicle. This schematic must include but does not need to be limited to all the wiring for the propulsion, solar, instrument, and battery systems.
* **Manufacturer’s data sheets for the propulsion system batteries**, including, but not limited to voltage per battery, capacity per battery, weight of each battery, and its chemistry type (lead-acid, or otherwise). If batteries are not lead-acid, include manufacturer’s data sheets for an appropriate battery management system. D*ata sheets must show a 20-hour discharge rate.*
* **Manufacturer’s data sheets for the solar cells** you intend to use, including, but not limited to the size of each solar cell, the efficiency rating, the number of watts per cell, and the list price of each solar cell.
* **Manufacturer’s data sheets for**:

(1) Motor and Motor Controller

(2) Main Fuse

(3) Disconnect switches

(4) Braking system

(5) Wheels

* **Digital Team Photo** emailed to lehmanm743@aol.com for Official Race Booklet

**Can the Registration Packet be changed?**

Yes, you can amend or update your registration packet up to June 1, 2018. After this date, all data is “frozen” for purposes of the Official Race Booklet.

**When must the Registration Packet be mailed?**

Registration Packets must be postmarked no later than March 1, 2018. It is the team’s responsibility to make sure that their packet shows a postmark. Registration Packets postmarked after March 1, 2018 will be returned to the team.

**Where should the Registration Packet be mailed?**

Registration packets must be filed in both hardcopy and digital formats.

(1) Mail the hardcopy of your registration packet to:

 *This includes hard copies of all mechanical & electrical schematics*

 **Solar Car Challenge Foundation**

 **3505 Cassidy Drive, Plano, TX 75023**

(2) Email your digital copy to registration@solarcarchallenge.org

* + - *All documents must be submitted in doc or pdf formats.*
		- *In addition, teams may optionally submit an additional mechanical drawings in a CAD model to allow for more detailed review.*

**Are teams entering multiple solar cars required to file individual registration packets for each vehicle?**

Yes

**If a team has not chosen a part for their solar car at the time of filing the registration packet, should they leave that section blank?**

Absolutely NOT! Make sure that you have every part of the registration packet completed. You can always amend or update your data.

**Where can I find the progress on my team’s registration packet?**

After March 1st, a new link will appear on the Solar Car Challenge web site showing the progress of each team’s registration packet.