

# **Southern Pacific Division, Sports Car Club of America (SCCA) COMPETITION LICENSE WAIVER REQUEST GUIDANCE**

Dear Racer,

The following checklist will help guide you through the process for requesting an SCCA Competition License Waiver. Please read this checklist very carefully, the quicker you complete all the steps, the quicker you will receive your License or your Novice Permit. **Please do your best to not wait until the last minute!!!**

Easily explained, it is a 2-step process: 1) – Get a “Waiver” from the SoPac Licensing Chairman, then 2) – Apply for the formal Competition License from SCCA National. Below are the steps:

1. Send a letter to **Mark Smith, the SoPac License Chairman**, requesting a License Waiver. This is required per GCR. **Email to Mark works best: [SopacCompetitionLicense@gmail.com](mailto:SopacCompetitionLicense@gmail.com)**. You must attach a **Racing Competition Resume** with racing background, race schools you may have attended and race licenses you have held and for what years. Please include a few racing references with contact emails. The more complete your resume is, the easier it is to grant a waiver
2. Make sure you are an SCCA member!!! If your membership has expired, please renew it ASAP. When contacting the SCCA office, it is easier to identify you with your associated membership number. Be sure to include your SCCA member number in your request letter
3. Send a check for the waiver fee in the amount of \$25 payable to SoPac Division SCCA to:

**Mark Smith, SoPac Licensing Chairman  
4743 Canehill Ave, Lakewood CA 90713**

**OR**

**Another option is payment through Venmo:  
(<https://venmo.com/u/Sopac-Competitionlicense>)**

Once you have been granted the Competition License Waiver from Mark Smith, you must then also formally apply for the license with the SCCA National Office. THE FOLLOWING FORMS MUST BE SENT TO SCCA CENTRAL LICENSING. All forms may be obtained at [www.scca.com](http://www.scca.com) or from SCCA Central Licensing, (800) 770-2055.

1. **COMPETITION LICENSE OR NOVICE PERMIT APPLICATION** (<https://www.scca.com/downloads/2802-competition-license-application/download>) In the participation section please write **"See waiver from Mark Smith, SoPac License Chairman"**
2. Be sure to check either of the special handling request options on the applications, especially if this is a rush request.
3. **SCCA Physical Form** (<https://www.scca.com/downloads/2800-physical-exam-form-for-competition-license/download>). This physical must be no more than 6 months old.
4. Membership renewal (you must be a current SCCA Member) – if necessary.

SEND ALL THESE FORMS to SCCA National VIA US MAIL, or FEDEX OVERNIGHT, or EMAIL:

**US MAIL:** SCCA Central Licensing, P.O. BOX 299 Topeka, Ks. 66601-0299

**FEDEX:** SCCA Licensing, 6620 SE Dwight Street Topeka, KS 66619

**EMAIL:** [licensing@scca.com](mailto:licensing@scca.com)

For any further questions email [SoPacCompetitionLicense@gmail.com](mailto:SoPacCompetitionLicense@gmail.com) or call 562-386-8166.