



National Concours Manual

ALFA ROMEO OWNERS CLUB, USA

PO Box 12340

Kansas City, MO 64116-0340

Prepared by:

Arno Leskinen

AROC National Concours Chair and National Chief Concours Judge

April 2004

(Rev. 4 June 2010)

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Introduction

Purpose.

The purpose of the Alfa Romeo Owners Club (AROC) Concours Manual is to define the rules and regulations to be followed in conducting the official, judged Concours competition at the AROC National Convention. Adherence to the stipulations of this manual by the organizers, judges, and participants in the National Concours will ensure fairness and consistency in the judging process and provide a positive and enjoyable experience for all those involved. The official AROC National Convention Concours shall be a judged event. However, the National Convention Concours Committee may also offer additional concours events such as a “Peoples Choice” class at their discretion.

Only the most current edition of the Concours Manual is to be used in operating and judging the National Convention Concours. The rules are mandatory for all Concours event judging at the AROC National Convention. Individual chapters should also follow the stipulations of this Manual when conducting judged concours events at the local and regional level.

Owners, Concours Organizers, and Judges should familiarize themselves with the entire document. Note that there is intentional repetition and duplication of some information from chapter to chapter.

Organization.

Chapter 1 of the Concours Manual provides the organizers of the National Concours with basic information on setting up the Concours event.

Chapter 2 covers general Concours rules.

Chapter 3 covers important topics related to the judging process and responsibilities of Judges.

Chapter 4 provides details and tips on items to look for while judging Alfa Romeos in the National Concours. Following these guidelines will help to ensure that the cars are fairly judged. Owners will find this chapter useful in assisting them with preparing their Alfa Romeos for judging.

Chapter 5 covers penalties for incorrect items. It provides guidelines on how to judge incorrect items and stipulates the required deductions for incorrect parts and features. It also provides guidance on the awarding of bonus points.

Appendix A contains the score sheets to be used for the judging of the Concours.

Definitions

The following terms are used within this Concours Manual.

AROC:	The Alfa Romeo Owners Club of America.
Chip:	A small flaw in the paint finish, as caused by a rock or door ding.
Cleanliness:	Free of dirt, grease, dust, water spots, lint, wax residue, road tar, finger-prints or other imperfections that can reasonably be removed by cleaning.
Cloudy:	A change in color, either darker or lighter, streaked, or opaque instead of transparent.
Concours:	Concours is a competition for judging cars on their relative merits in terms of condition, preparation/cleanliness, originality, and correctness.
Cracked/Crazed:	A narrow split or fracture of a piece or part. In paint, a loss of uniformity or integrity evidenced by "spider-webbing".
Creases/Wrinkles:	A line or ridge caused by looseness or folding of fabric, leather, or vinyl.
Customized:	Changing the shape and appearance of a section or major component or system from what was originally provided from the factory.
Delamination:	The separation or splitting apart of layers of laminated material.
Dent:	A slight or significant depression in a surface made by a blow or other pressure.
Faded:	A finish that has lost color or brilliance, or has become dull in appearance.
Incorrect:	An item, part, or feature which is not of very similar or identical material or configuration to that of the original item as provided by the Alfa Romeo factory when the car was produced. A part, component, finish, color or material is considered to be incorrect if it is not a genuine Alfa Romeo item for the particular year and model of the Alfa Romeo being judged. Replacement parts, regardless of manufacturer, are acceptable only if they meet the exact specifications of the original item or material.
Lifting/Peeling:	The separation of a finish, such as paint or chrome, from the base metal.
Loose:	An item not properly connected or attached as it is intended to be.
Missing:	An item originally installed which is not present but should be.
Modified:	Changing one component for another, the adding of components or departing from the original specifications.

Original:	A component that was installed by Alfa Romeo at the factory when the car was built and which is unrestored and is fitted to the Alfa Romeo automobile it was intended for.
Paint Flaws (Various):	Orange peel is a roughness to the finish similar to the skin of an orange. Fisheye is a tiny crater in the paint surface where the paint has gathered around the hole, forming a small cone shaped flaw. Oxidation is paint that looks white or chalky. Spider webbing is a series of connected cracks in the paint. Deductions for paint flaws need not be limited those listed above.
Paint Overspray:	A thin film of paint or paint residue on surfaces adjacent to the painted one due to inadequate masking, poor painting procedure or inadequate cleaning of adjacent surfaces after painting.
Personalized:	An Alfa Romeo which has been modified or customized to suit the owner's individual tastes.
Pit:	A small cavity in a chrome or bright metal surface.
Poor Body Fit:	Excessive misalignment of the interface of components or parts (e.g., doors, hood, trunk lid or convertible top).
Replica:	A non-original vehicle whose builder attempted to faithfully reproduce all characteristics of the original car.
Ripple:	An undulation in a normally flat surface.
Rust:	The oxidation of metal due to exposure to moisture and air.
Scratch:	A mark in the paint caused by a sharp or ragged object. Scratches left by waxing or polishing do not meet this definition (see Swirl Marks).
Stain:	A discoloring, soiling or spotting of a surface.
Swirl Marks:	Scratches or other marks in painted surfaces due to improper waxing, polishing, or color sanding.
Tears/Holes:	A pulling apart, puncturing or separating by force of a soft material is a tear. Holes are a void in a normally continuous surface.
Worn:	Showing the effects of use and wear.

Acknowledgements

The Concours rules and regulations of these clubs were used as references to prepare this document:

- Alfa Romeo Owners Club, previous editions of Concours rules
- Porsche Club of America
- Vintage Triumph Register
- Jaguar Clubs of North America
- Mustang Club of America
- BMW Car Club of America

Chapter One

General Guidelines and Concours Organization

This chapter provides a general overview and guidelines to assist the Convention Concours Committee in organizing and conducting the National Convention Concours. Note that subsequent chapters may provide more in-depth coverage of many of these topics.

I. Entry Form Requirements

Individual entry forms must clearly state that the Alfa Romeo Owners Club Concours Rules will be adhered to at the judged Concours. A list of judging classes must also be presented on the entry form. Entrants must be required to provide details of the car(s) they are entering in the Concours, including at a minimum the model, year, and *Vehicle Identification Number (VIN) or chassis number* to allow the organizers to place the cars in appropriate classes and assign car numbers prior to the event. *The VIN or chassis number information is needed in the event that a vehicle qualifies for the Certificato d'Oro award (see Section III F of this chapter).*

II. Selecting a Site for the Concours

The organizers of the AROC National Concours should look for the following amenities and facilities when selecting a site for the Concours:

- A. Central Location-** The Concours should be held at, or as close to, the Convention headquarters hotel as possible.
- B. Judging and Exhibition Area-** The Concours exhibition and judging area must be large enough that all the cars may be placed to allow unimpeded access to each car by the judging teams. The area must allow the cars to be parked at least six (6) feet apart to allow doors to be fully opened without risk of hitting the adjacent car. Maintaining adequate spacing between individual cars will help to prevent accidental damage to the cars during parking and placement, and allows spectators to comfortably view the cars
- C. Surface-** The cars may be parked either on a paved surface or on grass. Under no circumstances will the cars be parked on a gravel or unimproved surface. The display and judging area shall be as flat as possible. The Concours area shall be clean and dry. If the cars are to be on grass, the Convention Concours Coordinator shall ensure that the grass is not watered within 12 hours of the event.
- D. Shade-** The site should have provisions to provide shade for entrants, spectators, judges, and the cars if possible.
- E. Water-** A water supply should be available for last minute cleaning of the cars. However, entrants should be discouraged from major cleaning activities at the concours site.
- F. Refreshments-** At a minimum, drinking water shall be available for all entrants, judges, and spectators. If food is provided, it should be kept away from the cars.
- G. Restroom Facilities-** Restroom facilities must be available for the entrants, judges, and spectators at the event.
- H. Rain Protection-** If possible, an alternate site such as a parking garage should be available for the event in case of inclement weather.

III. Personnel, Registration, and Conducting the Concours

A. Key Personnel

1. National Concours Chair/*National Chief Judge*

The National Concours Chair is responsible for the preparation and updating of the Alfa Romeo Owners Club Concours Manual. The Concours Chair will serve in an advisory role to the Convention Concours Coordinator in the organizing and operation of the National Concours. *The National Concours Chair will also hold the title of National Chief Judge, whose responsibility is to clarify and/or resolve issues related to the judging requirements and National Concours Manual, execution of the judging at the National Concours, and shall make the final decision regarding disputes.*

2. Convention Concours Coordinator

The Convention Concours Coordinator shall be from the host chapter(s) and has the ultimate responsibility for all aspects of organizing and executing the event and shall function as the main contact for all entrants, judges, and spectators. The Convention Concours Coordinator shall be present at all times during the Concours event.

3. Event Chief Judge

The Event Chief Judge is responsible for the overall judging activities at the Concours. The Event Chief Judge may be the *National Chief Judge*, the Convention Concours Coordinator, or another qualified, experienced individual who has judged in a lead capacity in at least three (3) AROC National Conventions. The Chief Judge shall be present at all times during the judging and scoring of the Concours. *Appointment of the Event Chief Judge shall be approved by the National Chief Judge.*

4. Convention Concours Committee

The Convention Concours Committee is generally made up of individuals from the host chapter(s). They report to, and assist the Convention Concours Coordinator in organizing and running the Concours event. The Committee is responsible for registering all entrants and ensuring that they receive their scoresheets and any other associated paperwork. Members of the Convention Concours Committee may also serve as judges if they meet the qualifications.

5. Parking Personnel

The Concours Committee should assign personnel to direct incoming cars to their proper classes and line up the cars as they are parked.

6. Judges

The Convention Concours Coordinator and the Chief Judge must select Judges well in advance of the National Convention and assign them to work only those classes with which they are familiar. Under no circumstances should judges be selected the day of the event. Once the AROC Judging Qualification Program is implemented, then those individuals who have undergone the training program should be approached first. In the interim, the Convention Concours Coordinator/Chief Judge should approach club members who have judged in the past and ask them to judge in the upcoming Concours (see Chapter 3, Guide to Judging). It is permissible and encouraged to utilize novice judges to assist the experienced judges, but under no circumstances shall novice judges be allowed to judge a class without at least one experienced judge present.

7. Scoring Personnel

There should be a team of dedicated scorers whose job is to add up the scoresheet totals and determine the final placings. The scoring personnel should also review each scoresheet and ensure that all the blanks have been filled in, and rectify the situation with the judges in case of discrepancies. The Concours site should have an isolated area with tables and chairs where the Scorers can concentrate on the scoresheets. Using Scorers instead of having the Judges add up the score will be more efficient timewise and should be more accurate.

B. Registration

1. Entrant Packet

For each registrant prepare an envelope containing:

- Windshield Card with car number and class preassigned
- Scoresheets with car number and class shown
- Dash Plaques (if applicable)
- People's Choice ballots (if applicable)
- Any other items such as sponsor promotional items, etc.

a. Windshield Card

A windshield card identifies the year, model, *VIN or chassis number*, class, entry number, and owner of the Alfa Romeo. This windshield card must have the car number and class preassigned prior to giving it to the owner.

b. Scoresheets

Using current official scoresheets, complete the top portion, if possible, filling in the information required regarding the car and class.

c. Dash Plaques and Other Items

Any other items such as a dash plaque, People's Choice ballots, or event sponsor provided items, can also go into this packet. The envelopes can then be alphabetized and easily handed out when the owner checks in at the Convention Registration table.

C. Safety

1. A pre-arranged plan to cope with emergencies, such as a contact for ambulance or medical services, must be made. This is especially crucial when the event is held at a remote site, away from normal emergency services. It is a good idea to have first-aid kits on site.
2. If the Concours is held in an area where other traffic may pass through the site (such as a parking lot), sufficient traffic control shall be provided to insure the safety of all participants, spectators and vehicles.
3. At least two (2) fire extinguishers shall be readily available at the site, and shall be either dry chemical "ABC" or Halon type extinguishers.

4. It is recommended that each entered vehicle have an approved "ABC" or Halon type fire extinguisher in the immediate vicinity of the automobile at all times. The extinguisher need not be mounted in the vehicle itself.
5. No open containers of flammable or explosive liquids or chemicals will be allowed at the Concours site.
6. All participants must be advised upon arrival at the site to take any necessary precautions to insure the security of any and all personal property, including the vehicle being shown.
7. No narcotics, marijuana, dangerous or illegal drugs may be brought to, or consumed at, the Concours site. Anyone in violation of this rule will be asked to vacate the premises immediately and will be disqualified from the event if a participant.

D. Conducting the Concours

1. **Personnel**

All members of the Concours Committee and Judges should arrive at the Concours site approximately an hour and a half before the start of judging.

2. **Class Areas**

Predetermined class areas should be identified with class signs. A chalk line or numbered parking spaces can be used to indicate where the cars should be parked

3. **Parking Personnel**

Parking personnel should be on hand to assist owners in locating their proper class and parking their cars in line.

4. **Judges Meetings**

A formal Judges Meeting must be held during the Convention, but prior to the day of the event in order to ensure that all Judges are clear on all aspects of the judging process. This meeting shall be conducted by the *Event Chief Judge* and/or the National *Chief Judge*. A second Judges Meeting shall be held at the site of the Concours at least one hour prior to the start of judging to cover any last minute items.

5. **Leaving the Concours Site After the Event**

The Concours Committee should be the last people to leave the Concours site. Check for any equipment left behind. If the site is a public one, such as a park, be sure to pick up the area before departing (leave it clean). Be sure all trash is placed in receptacles provided.

E. Scoring

1. **Scoresheets**

Only the official AROC scoresheets included as Appendix A of this Concours Manual shall be used for judging of the National Convention Concours.

2. **Scoresheet Calculations**

Judges should not perform the calculations on the scoresheet beyond entering scores on the scoresheets. Dedicated scoring personnel should be used for this function since it will be more efficient from a time standpoint and will also help to eliminate math errors

3. Scoring Personnel

Scoring Personnel should be prepared to begin calculating about thirty (30) minutes after judging begins. Ensure that the Scoring Personnel have a quiet area to work in. Under no circumstances are spectators and/or owners to be allowed access to the Scorers.

4. Scoring Computations

All scores should be double checked for math errors.

5. Scoresheets During Event

Scoresheets are not to be made accessible to owners for any reason at any time on the day of the Concours.

6. Scoresheets After Event

The Concours Coordinator or Chief Judge must ensure that owners are aware that they are eligible to receive their scoresheets by mail if they request.

F. Trophies and Awards

1. Trophies

The type and format of the trophies for the Concours are at the discretion of the Convention Concours Committee. In general, awards shall be given for first, second, and third place in each class if there are at least five (5) cars judged in the class. First and second place trophies should be given if there are four (4) cars in the class, and only a first place trophy given for three (3) cars in class. The Concours Coordinator shall combine classes having two or fewer cars entered. An overall Best of Show award will also be given, which is selected by consensus of all the judges. The car winning Best of Show is also eligible to win its class trophy. The Concours Committee have the option of presenting the following or any other local trophies:

- Longest Distance Driven To Compete
- Oldest Alfa Romeo In Show
- Display Division
- Peoples' Choice honoring the late Pat Braden
- Cosmetically Challenged

2. Certificato d'Oro Award

Any car scoring 95 points or more in the National Convention Concours shall be awarded the Certificato d'Oro. This award rewards the very best Alfa Romeos entered in the Concours independent of their placing in their individual class judging. Because this award is based purely on the quality of the car, there is no limit to the number of awards given as long as each car scores at least 95 points. Often, there are classes where there are many superior cars entered, and the difference between a winning and not winning a trophy is a miniscule amount. This award rewards the quality of the car and will help encourage Entrants to enter future events. The Concours Coordinator shall send a list of cars and Entrants meeting the 95 point criteria to the AROC National Office within 14 days after the National Convention. The AROC National Office will mail the certificates to the Owners.

3. *Ed Mackey Memorial Award for Giuliettias*

A special concours award has been established by vote of the AROC Board of Directors to honor the memory of former AROC President Ed Mackey. This award will be provided by the National Office. The selection for the award will be done by Mrs. Nancy Mackey (*if available*), assisted by the National Concours Chair/*National Chief Judge* (or his delegate). In the event of the absence of Mrs. Mackey, the National Concours Chair/*National Chief Judge* (or his delegate) will perform the selection using the criteria set forth below. Because this is an honorary award, selection of the winner is subjective and not open to any protest. Only one winner will be selected at each National Convention, and AROC reserves the right to not award this honor in the event that a vehicle not meeting the criteria for the award is not present. In order to be eligible for the Ed Mackey Memorial Award for Giuliettias, a car must: meet the following criteria:

- The car must be a Giulietta, either a 750 series or transition car.
- The car may be either a Spider or Sprint
- The car must have been driven under their own power from the owner's home to the National Convention. Cars that have been trailered or otherwise transported any distance to the Convention are not eligible.
- The car must be entered for judging at the National Concours. Cars in "display only" or other non-judged categories are not eligible.

The procedure for selecting the award shall be as follows:

- The National Concours Chair and Mrs. Ed Mackey will review the concours entry list and walk the field of cars to be judged to determine the eligible cars.
- Mrs. Mackey *and/or the National Chief Judge* will interview each of the owners of the cars regarding their length of ownership, miles driven to the Convention, knowledge of the car, level of maintenance/restoration self-performed, personal stories related to the car, and any other subjects which she thinks will give her insight into the car and owner reflect the spirit of Ed Mackey. *The results of the interview will be used as a tiebreaker.*
- The results of the judged concours will be factored into the decision, although the car scoring highest in the concours will not necessarily win the award.
- *The miles driven to the event, and the concours score will be added together to determine the winner. In the event of a tie, the subjective criteria noted in the second bullet above will serve as the tiebreaker. All decisions regarding this award are to be deemed final and are not subject to protest.*

Chapter Two

Concours Rules and Regulations

I. General Information

A. Eligibility

1. All members in good standing of the Alfa Romeo Owners Club are eligible to participate in the National Convention Concours subject to complying with all registration and fee requirements for the National Convention. Members of international Alfa Romeo Owners Clubs are also invited to participate subject to the same stipulations.
2. Only Alfa Romeo cars are eligible to compete in the National Convention Concours. "Alfa Romeo" is defined as any private passenger, commercial, or race prepared vehicle assembled, or modified, at either the Alfa Romeo factory(s) or a factory authorized assembly plant, race team, or licensee (eg. Brazilian FN, Nissan Arna, Autodelta, etc.).
3. Replicas, Customs and "Specials" are eligible to compete in the National Convention Concours provided that they are constructed from at least 50% genuine Alfa Romeo parts and the engine is from an Alfa Romeo. The National Concours Chair has the final authority to determine eligibility for replicas and "Specials". These types of cars should be placed in their own class and not compete against Alfa Romeo factory built cars.
4. Vehicles not meeting the criteria above may not compete in the AROC National Convention Concours. This includes Alfa Romeo bodied cars with non-Alfa Romeo engines and drivetrains. However, they may be displayed separately from the judging area at the discretion of the Convention Concours Coordinator.

B. Protests and Procedures

1. On-Site Protests
Each Convention Concours Coordinator shall formulate a method for dealing with any protests which may arise.
2. Settling On-Site Protests
Every effort should be made to settle a protest on the spot.
3. Protest Appeal
In the event that it is not possible to resolve a protest satisfactorily on the day of the event, the Entrant may appeal in writing within seven (7) days with all supporting documentation to the National Concours Chair who will then rule to settle the dispute in question. The decision of the National Concours Chair is final.

II. Classes, Scoring, and Presentation of Cars for Judging

A. Classes

The following classes should be offered at the AROC National Convention Concours. Not all classes will have sufficient entries at each Concours. Therefore, classes may be combined by the Convention Concours Coordinator depending on number of entries subject to approval by the National Concours Chair. Combining classes must be done in a logical fashion taking into account commonality (eg. Combine early and late 105/115 Coupes if there are not enough entries to have individual classes, but do not combine 105 Series sedans with 164's).

1A:	Pre-War Racing Car (Note 1)
1B:	Pre-War Street/Production Car
2:	Commercial (Trucks and Vans)
3:	Post-War Racing Car (Note 1)
4:	Post-War Special Interest (Note 2)
5:	1900 Series
6:	102/106 Series Open (2000/2600 Spiders)
7:	102/106 Series Closed (2000/2600 Sprint, and Berlina) (Note 3)
8:	750 Series Open (Giulietta Spiders)
9:	750 Series Coupes (Giulietta Sprints including Sprint Speciale) (Note 3)
10:	750 Series Sedans (Giulietta Berlinas)
11:	101 Series Open (Giulia Spiders)
12:	101 Series Coupes (Giulia Sprints and Sprint Speciale) (Note 3)
13:	105 Series Sedans 1962-1968 (all variants including Nuova Super to 1976)
14:	105 Series Coupes 1963-1968 (includes GTC and GTA) (Note 3)
15:	105 Series Roundtail Spiders 1966-1969
16:	105/115 Series Berlinas 1968-1974
17:	105/115 Series Spiders 1970-1981
18:	115 Series Spiders 1982-1990
19:	115 Series Spiders 1991-1994
20:	105/115 Series Coupes 1969-1974
21:	Montreal and Junior Z
22:	Transaxle Coupes (Alfetta Gt, GTV-6, and Alfasud)
23:	Transaxle Sedans (Alfetta Sedan and Milano)
24:	164 and other late model front-wheel drive
25:	Replica, Custom, and Specials
26:	<i>Historic Racing Car (Note 4) Rev. 3</i>

Note 1: The race car must either have met track and safety requirements of any recognized road racing sanctioning body at the time of production, meet the safety requirements of a currently recognized road racing sanctioning body or have a documented race history. *Cars in this class will be judged primarily on safety, build quality, presentation, and "fit for purpose". (Rev. 3)*

Note 2: Class 4 includes limited production and/or rare post WW II models such as the 6C2500 or special bodied versions of regular production models (e.g Ghia bodied 1900 or Quattroruote Zagato). Cars of special historical interest or importance should be placed in this class (e.g. B.A.T. cars).

Note 3: Owners of 2600 SZ, Giulietta SZ, Giulietta Sprint Lightweight, TZ-1, TZ-2, GTA etc. may choose to be entered in their respective production classes (e.g. 750 Series Coupes), in Class 4, Post-War Special Interest, or Class 3 Post-War Racing Car (if applicable).

Note 4: Historic Racing Cars are those cars which are considered historically significant either due to their factory or privateer racing provenance or record, and where purpose built racecars in period. Cars in this class may or may not be currently actively campaigned in historic or other racing series, and therefore do not have to meet the current safety requirements of a road racing sanctioning body. Owners of such cars may elect to have their cars judged as Historic Racing cars, or to be placed in Class 1A or 3 as appropriate.

B. Scoring Procedures

1. Scoresheet Calculations
A 1000 point scoresheet will be used. The 1000 point scoresheet permits points to be deducted for areas not up to standard and simplifies the mathematics. The total will be divided by 10 (100 points being the "Perfect" Alfa Romeo) to arrive at the final score.
2. Minimum Number of Entries in a Class and Trophies
The minimum number of cars to constitute a class is three (3). If less than three cars are in a given class, that class shall be combined with other class(es) as stated above. A minimum of five (5) cars must be in a class for first, second and third place trophies to be awarded. First and second place trophies may be presented with four (4) cars in a class, and only a first place trophy shall be given with three (3) cars in a class.
3. There is no limit to the number of cars that are eligible to be awarded the Certificato d'Oro (see Chapter 1) since this award is purely based upon achieving the minimum scoring plateau of 95 points.

C. Car Requirements for Judging

1. Accessibility for Judging
It is the responsibility of the owner to ensure that the car is fully accessible to the Judging Team. The car must be unlocked, and the hood and trunklid in the open position. The owner must be present since the Judges may ask the owner to open the doors, various compartments, etc. for judging.

2. **Convertible Tops**
Convertible Alfa Romeos must have soft tops up during judging. Windows must be in the closed position, and the top boot cover displayed in the trunk or near the car.
3. **Books and Manuals**
If original (not reproduction or reprinted) Owners Manuals, warranty cards, and other books and manuals originally supplied with the car are present, they should be displayed in the trunk or interior, and may be eligible for bonus points.
4. **Examining Panel Fit**
During judging, the Judging Team has the authority to require the hood, doors, windows and trunklid be opened or closed in order to properly evaluate fit and finish of the bodywork.
5. **Compartments**
Fuel filler lids, glove boxes and other compartments shall be open. The interiors of these compartments will be judged.
6. **Spare Tire**
The spare tire may be displayed inside or outside the trunk. The Judge may request that the spare be removed to inspect the spare tire well.
7. **Operability and Safety Check**
As part of the judging process, a check will be made of basic safety equipment to ensure functionality. This will be limited to head and tail lights, turn signals, brake lights, reversing lights, and horn. Points will be deducted for non-functioning items. The owner will be asked to operate these items.
8. **Entire Car Will be Judged**
The entire car will be judged. This includes the exterior body, interior, trunk, engine compartment, undercarriage, suspension, and wheelwells.
9. **Trailing**
There is no penalty for trailing.

Chapter Three

Guide to Judging

This chapter provides judges with a guide to the responsibilities, prohibitions, and methods that must be followed to ensure fairness, consistency, and impartiality in the Alfa Romeo Owners Club Concours process.

I. Tenants of Judging

A. Objectivity

All judges must be objective. Judges must deduct points for all actual flaws found, despite age, mileage or usage.

B. Fairness

Judges must be fair at all times despite any preconceived notions the judge may have about the car or the owner.

C. Consistency

All judges must be consistent in deductions from car to car. Individuals may have their preference as to a particular model, color or body style but this must not affect how the Judge scores a car. A 164 must be judged the same way as a Giulietta.

D. Uniform Rules Application

It is important that all Judges apply the AROC Concours rules to each car in the same way. Similarly, it is equally important that cars with the same defect, from different classes, and judged by different judges, all receive the same deduction or bonus point for the same flaw or exceptional item.

II. The Event Chief Judge

A. Designating the Event Chief Judge

Each Concours Coordinating Committee is responsible for appointing the person they deem most suitable for acting as the Event Chief Judge. This may be the Convention Concours Coordinator, the National Concours Chair/*National Chief Judge*, or other qualified individual who has acted as a lead judge in at least three (3) AROC National Convention Concours events. The Chief Judge may or may not come from the Chapter(s) organizing the Convention. The duties of the Event Chief Judge include dealing with concerns about rules, judging and protests.

B. Event Chief Judge Responsibilities

The Event Chief Judge is responsible for:

1. Selecting qualified, interested individuals to act as judges. This duty can be shared with the Convention Concours Coordinator.
2. Holding the Judges' Meetings prior to and on the day of the Concours.

3. Ensuring that the Judges are judging according to the rules set forth in this AROC Concours Manual.
4. Becoming very familiar with the published AROC rules and protocols.
5. Receiving and distributing to the Convention Concours Coordinating Committee all AROC correspondence relating to Concours judging and scoring.
6. Being responsible, along with the Convention Concours Coordinator, for all Concours judging team assignments.
7. Overseeing scorers and validating final scores and standings.
8. Resolving day-of-event protests as feasible.
9. Ensuring that the completed scoresheets are returned to the Owner if requested.
10. The Event Chief Judge is also responsible for intervening should there be a problem between an Owner and a Judge.
11. The Event Chief Judge is responsible for monitoring the progress of the judging process, and providing any assistance required to judging teams or individual judges that may be experiencing difficulties. The Event Chief Judge and the Convention Concours Coordinator are also responsible for ensuring that the judging is completed in a timely fashion.
12. The Event Chief Judge shall be present at all times during the judging and scoring of the Concours.
13. If the Event Chief Judge serves as an active Concours Judge, he must avoid conflict of interest. If the Chief Judge has a car entered in the competition, he should not handle the completed scoresheet for his own car prior to the announcement of Concours results.

C. Entry List

The Convention Concours Coordinating Committee is in charge of preparing and maintaining the Event Concours Entry List with the Owner's name, year and model of car, and class entered. The Event Chief Judge should have a copy of this Entry List in order to assign Judges and verify Owner and class information quickly.

III. General Qualifications and Prohibitions for Judges

A. Qualification and Choosing of Judges

The Alfa Romeo Owners Club is planning to develop a training and qualification program for Concours judges in the future. Until this program has been implemented, it is recommended that the Convention Concours Coordinator or Event Chief Judge approach well known and knowledgeable AROC members to act as Judges. Participation from local Chapter(s) is highly encouraged. Concentrate on those whom you believe will judge the cars fairly, enthusiastically, and treat the car and the Owner with respect and impartiality. The National Concours Chair can assist with names of individuals who have judged in past Conventions.

Judges from other clubs or organizations should only be used as a last resort since they may not have the Alfa Romeo specific knowledge needed to fairly judge at a National event. If such individuals are used, they should only work under the supervision of an experienced AROC member judge and be assigned to judge generic items on the cars.

It is recommended that the judge selection process begin at least two months prior to the National Convention. Soliciting volunteers for judging during the Convention itself does not provide the owners with a level of confidence in the qualifications of the judges, and should only be done as a last resort. When contacting potential judges, find out what classes they have judged in the past or are comfortable with. This will allow judging teams to be assigned well ahead of the event and ensure that all classes are covered with experienced judges.

B. Novice Judges

New or relatively inexperienced Judges should be encouraged to participate since these are the experienced judges of the future. However, they should be in a team with experienced judges and assigned, if possible, to less critical or simple areas until they have acquired some expertise by judging several Concours.

C. Judging Own Car

A Judge may not judge his own car or the class in which that car is entered. He may also not judge the car or class of a spouse or relative. If a person or member of a firm has performed restoration work on a car that is not their own, they may not judge the class in which that car is entered.

D. Judges Temporarily Leaving the Judging Team

Judges are, at times, required to leave the judging team in order to be present while their own car is being judged. When this happens the judging team should stop and wait for the Judge to return. The team must not proceed to another car without the Judge.

E. Substitution of Judges

The Judging teams must remain intact throughout the judging procedure. No substitution of Judges is permitted once judging has begun. The only exception to this rule is in the case of illness of a participating Judge.

F. Refer to the Concours Manual Regularly

Judges should be encouraged to refer to the AROC National Concours Manual regularly during judging. Copies of this Concours Manual should be available to the Judging Teams.

IV. Judging Method

In the interests of time efficiency and consistency, the following judging method shall be used by the judging teams. Using separate scoresheets a team of judges evaluate the car. Each Judge judges the specific areas of *each* car in the class according to the categories listed on their individual scoresheet. For example, one judge would evaluate the body and paint on *all* the cars in the class, while another would judge the interior on *all* the cars in the class, etc. The advantage of this system is uniformity of category scores. If one area is scored consistently high or low, it affects all entrants equally.

V. Judge's Meetings

A. Initial Judge's Meeting

An initial Judge's meeting should be held early during the Convention. The Event Chief Judge should run this meeting. To function effectively a Judge must be informed. Each Judge should have a copy of the current AROC National Concours Manual and a copy of the current scoresheets no less than two weeks before the Concours so the Judges have time to familiarize themselves with the contents. The initial Judge's meeting should include introductions; assignment of judging teams to classes; an overview of the Concours schedule, location, and logistical details; and a review of Judge's responsibilities, prohibitions, etc. and the Concours Manual and Rules.

B. On-Site Judge's Meeting

1. Judges Must be On Time

An on-site meeting shall be held at least one hour prior to commencement of the judging. Judges must be on time for the meeting.

2. Review the Event Procedures

The purpose of the on site meeting is to review the event's procedures, rules and answer any questions.

3. Familiarity with Rules

Ensure that the Judges are aware of all the rules. Remind the Judges that they must apply the rules in a responsible and reasonable manner.

4. Walk the Site

Judges should have the opportunity to walk the Concours site in order to obtain an idea of the number of cars in each class.

5. No Eating, Drinking or Smoking Around the Cars

Ensure that judges are aware that they are not to eat, drink or smoke around the cars. Bottled water is acceptable.

VI. Scoresheets

A. Cross out Non-judged Scoresheet Sections and Fill in All the Blanks

Cross out sections on the scoresheets which are excluded from judging (e.g. Convertible Top in a Sedan class). Place either a "0" or a slash "/" through any empty portion of the boxes where no deduction is made. The total of the remaining items will equal 100%, and Judges will proceed with the evaluation as usual.

B. Scoresheet Calculations

The scoresheet is based on a negative system where the Judge simply writes down the deduction. Judges are not to do ANY calculating on the scoresheet beyond entering deductions on the scoresheets. Adding up deductions and calculating scores should be done by a dedicated Scoring Team.

C. Judges' Supplies

Judges should have a clipboard, pencils and scoresheets provided by the Concours Committee. It is recommended that judges have a towel to wipe away sweat and some sort of padding to allow them to kneel on the ground and look under the cars.

D. Examine the Scoresheet Heading

Before judging a car, it is essential that the Judges examine the top of the scoresheet to determine that all the information (particularly the class, and car number) is complete and correct.

E. Ensure the Owner is Present

It is the responsibility of the Judging Team to make sure that the owner is present to answer questions and/or open doors etc.

F. Mandatory Penalties

Mandatory penalties **must** be deducted for incorrect, non-original items or materials used on Alfa Romeos in the AROC National Concours per Chapter 5 of this Concours Manual.

G. Points Per Item

The Points Per Item shown on the scoresheet are the maximum deduction that can be taken, including both condition and deductions for incorrect items.

H. Scoresheets During Judging

Scoresheets are not to be made accessible to the owners for examination for any reason at any time on the day of the Concours.

I. Scoresheets After Judging

Scoresheets submitted by the Judges at a Concours as final and complete shall not be subject to any changes except in cases involving mathematical errors. *Scoresheets shall be made available to the entrants after the results are finalized for their reference and information. (Rev. 2)*

VII. Around the Car

A. Touching the Car

While judging is in progress Judges should avoid touching the car without the owners permission. Ask before opening doors, hoods, etc for judging. When in doubt, ask the owner to open or show the component. Judges should avoid sitting inside the car at any time during judging without the owner's permission.

B. Dress Accordingly

Avoid large belt buckles or articles of clothing with metal trim or zippers. These items may damage paint or upholstery. Pendants or other such jewelry should be removed during judging.

C. Judge's Authority

The Judge has the authority to require the hood, doors, windows, trunklid, convertible top etc. to be open or closed in order to properly evaluate the car.

D. Discuss with Other Judges when in Doubt

1. **Confer on Technical Points**

Judges are strongly encouraged to confer among themselves on technical points. Confer with fellow Judges or request assistance from the Event Chief Judge where personal knowledge is lacking.

2. **Use Care in Applying Penalties**

The individual Judge should take particular care in applying the non-original/incorrect item penalty.

3. **Comparing Cars**

Judges should never compare one entry with another or criticize a car within hearing distance of any participant.

E. Time Limit

The judging team should attempt to complete the judging of each car in 15 minutes.

VIII. Interaction Between Owners and Judges

A. Correct Options and Documentation

Correct options are those items listed in Alfa Romeo parts books or official Alfa Romeo sales literature. Factory items offered as standard must be correct for the year and model presented. The documents pertaining to the correctness or originality of a portion of the car which the owner believes a Judge may question should be available at the time of judging.

B. Outstanding Presentation

Judges may give bonus points for outstanding presentation of the car, but should not penalize owners who do not display such items as story boards, restoration photos, period correct Alfa Romeo merchandise, etc. Factory shop manuals, Owners Manuals and parts manuals may qualify for bonus points. These items, along with advertising brochures, may be made available for correctness reference by the owner.

C. Required Conversation Between the Judge and the Owner

Judge's questions concerning originality or correctness should be discussed with the owner before making the deduction on the judging form.

D. Other Conversation Between the Judge and the Owner

Owners must not engage in conversation with Judges during judging other than opening a door or other component upon request, operating functional items as necessary or providing documentation for proof of correctness.

E. Arguing or Beligerent Owners

Judges should avoid the owner who is prepared to argue about points which have been deducted and seek assistance from the Event Chief Judge or Convention Concours Coordinator. The decision of the judges is final.

F. Influencing Judges

ANY ENTRANT WHO INTENTIONALLY TRIES TO INFLUENCE A JUDGE OR JUDGES BY DISCREDITING ANOTHER ENTRY DURING THE CONCOURS WILL BE DISQUALIFIED.

IX. Rejudging

Judges may be asked to reevaluate a car or cars only in the case of a tie.

Chapter Four

Judging the Car

This chapter provides general guidelines on items that judges should look for when judging an Alfa Romeo. It also provides a reference to the owner in preparing a car for the Concours. Cars will be judged based upon preparation, condition, and correctness/originality. This discussion is not intended to be all inclusive, and special cases and exceptions will occur. The owner should be given the benefit of the doubt if the judging team is unsure about an item. The penalties for incorrect items as well as the awarding of bonus points are covered in detail in Chapter 5. The scoresheets given in Appendix A of this Concours Manual define the exact items to be judged. Judging will be done on a 1000 point scale, with the total score divided by 10 to arrive at the final score.

Note that race cars may be very difficult to judge since they will have a variety of features and equipment. Therefore, race cars should be judged based upon condition, quality of fabrication, safety items and overall preparation and cleanliness only. Deductions for "correctness" do not apply. Use the specific judging sheets provided for racecars in the Appendix. Note that the term "race car" in this context refers to a production Alfa Romeo which has been privately modified, either in period or later, to race in club or vintage events. Pukka factory race cars or cars sanctioned by the factory are considered historically significant and should be in a different class and judged to the standards of preparation and correctness discussed below.

I. Exterior

A. Paint Finish

The Judge should look for runs, sags, excessive orange peel, nicks, ripples/dents, rock chips, scratches, checking or crazing of the paint in the bodywork, and deduct for these imperfections. Look at the overall appearance while inspecting for originality/correctness of color. Judges should also deduct for non-period correct paint colors and finishes such as pearl effects, metallics, etc. on car models and years where this would not have come from the factory. However, judges must be aware that factory Alfa Romeo paint finishes were of variable quality, so deductions should only be made for obvious damage or poor quality workmanship.

Look for overspray on the chrome trim, rubber moldings, or in the engine compartment. Look to see that door jambs, engine compartment and trunk drainage channels are painted the same color as the rest of the body and do not show cracking or peeling.

Note that original paint is a very desirable thing. It is up to the owner to prove originality. Original paint should still be judged the same as a repaint, but bonus points should be awarded per the guidelines of Chapter 5.

B. Body Panels

Body panels should fit well, with the same amount of gap between panels at the top as at the bottom. Inspect for originality of body panels. If replacement or repair panels have been installed, check for correct materials (i.e., no fiberglass noses on Spiders). Look for excessive misalignment of doors (especially bowing at the bottom due to excessive use of filler), hood and trunklid. Check for rot, dents, excessive use of fillers, and determine if the body has been altered from the original design in any respect. Again, body panel fit from the factory was not always perfect, so look for major misalignments or obvious contour problems and use judgement and experience. Deductions should be given for dents and dings depending upon the severity and number.

C. Glass and Exterior Mirrors

Any window glass that meets or exceeds the requirements of the original specifications is acceptable. Lexan, Perspex, or other plastics are not acceptable and should be given the maximum deduction (except on race cars or as fitted to certain models at the Alfa Romeo factory or other official source). Some replacement glass may be difficult to find (e.g. the gold tinted glass with the integral antenna on 1980's Spiders), so glass should be judged on condition alone. Consider the clarity of the item; check for scratches, pits, discoloration or separation of the laminated layers which often happens in the corners of the windshield. **GLASS MUST BE CLEAN**, and free of fingerprints, greasy swirls, and protectant haze.

Exterior mirrors should be uniformly reflective, clean, and free of peeling and other damage to the silvering.

D. Lights and Lenses

Headlight lenses should be clean and free of cracks, pits, or other damage and should not be cloudy. Plastic clear or colored lenses on taillights, turn signals etc. should be free of scratches, cracks, cloudiness and fading.

E. Convertible Top and Boot Cover

Inspect for originality and correctness of materials, appearance and cleanliness (including condition and cleanliness of the exposed portions of the top frame). The plastic rear window should be clear and free of scratches, cloudiness, tears, and taped repairs. Latches and hold-down straps must be present and in good condition. Only minimum deductions should be taken for incorrect top material (e.g. vinyl where cloth was original) or non-factory colors. Condition and cleanliness are the most important.

The top must be displayed in the up position for judging. Entrants who insist on showing the car with the top lowered shall be given the maximum deduction for all items related to the top. Boot covers should be displayed in or near the car and should be clean and free of damage. Deductions shall be taken for missing boot covers where they were originally supplied with the car, or for incorrect types of boot covers (e.g. small soft boot covers on 1991-94 Spider Veloces instead of the correct semi-hard zippered boot).

Aftermarket tonneau covers will not be judged.

F. Exterior Brightwork (including chrome and polished stainless steel)

Look for overall appearance and uniformity. Common flaws are discoloration, pits, scratches and corrosion. If items have been re-chromed, look for grinder marks, major changes in coloration, or loss of detail. Inspect accessories such as mirrors for originality and correctness.

G. Dirt, Water Spots and Wax Residue

Cars presented for Concours judging must be clean and well prepared. Sloppy or inadequate preparation will be obvious. Dirt, water spots, and wax residue must be penalized. This includes jambs and hinges.

H. Wheels and Hubcaps

Wheels must be either factory standard or a factory option. They must be free of scratches, pits, and dents. Wheels should also be free of brake dust and road dirt front *and* back. They should also have the correct factory style finish. Aftermarket wheels, incorrect finish on factory wheels, or incorrect factory wheels for the year and/or model shall be given a incorrectness penalty per Chapter 5.

Hubcaps must be of the correct style and type for the car, and the paint/chrome must be clean and undamaged.

I. Tires

Inspect for original or correct reproduction tires, or replacement with comparable tires of proper size and profile. Any brand is acceptable since this is a wear item. Type must be consistent with availability for the vintage of the car. The tires should be clean and free of yellowing or sloppy application of protectants. Tires must have road legal tread depth (racecars may have slicks) and be in a condition that is safe for use.

All road tires installed on an Alfa Romeo presented for judging must be identical. The spare tire does not have to match the four road tires since it may be the original in many cases. The spare must, however, be of the proper size and type.

J. Rubber Gaskets

Rubber body gaskets should be clean, pliable, and free from tears or other damage.

K. Fuel Filler Compartment

On those models so equipped, the fuel filler compartment will be judged for general cleanliness and condition.

II. Interior

A. Headliner

Inspect for originality or correctness of replacement materials, proper color and pattern (e.g. snakebite). The fit as well as the cleanliness of the headliner should be considered.

B. Door Panels, Kick Panels, and Arm Rests

Inspect for originality or correctness of replacement materials, color and design, as well as condition and cleanliness.

C. Dashboard, Steering Wheel, and Instruments

Look for originality and correctness as well as the overall appearance and cleanliness. Check the condition of chromed items. Ensure the dashboard (and console if appropriate) is the correct configuration for the model (e.g., is the painted dashboard on a Duetto the same color and shade as the body)? Check for cracks and warp in dashboard tops, and deduct for dashcaps.

Ensure that the instruments are correct for the car (e.g. 101 Spider Veloces do not have non-Veloce instruments). Check that there are no gauges or other items missing from the dashboard. Check the glovebox and ashtray for general condition and cleanliness. Also look for extra gauges mounted under the dash or on the console.

Ensure the steering wheel is correct for the model on which it is installed. If wood, look for separation of the laminated layers and cleanliness of the aluminum spokes. If of other material, look for chips, nicks or scratches. Aftermarket or otherwise incorrect steering wheels shall receive an incorrectness deduction.

D. Seats and Belts

Inspect for originality or correctness of upholstery materials, proper color, and design (e.g., proper number of pleats, or smooth seat if applicable). Look for tears, discoloration or fading, cracks and peeling. Aftermarket seats in production cars shall earn the maximum deduction per Chapter 5.

E. Carpet and Rubber Mats

Carpeting should be clean and be unfaded. Inspect for originality or correctness of replacement materials (e.g. use of polyester cut pile instead of square weave), proper color, cut, and fit (e.g. non-molded replacement carpets may not fit as well). Judges may ask the owner to slide the seat forward or backward to inspect the carpet. Rubber mats should be clean, of the correct pattern, and have the correct fasteners. Carpet or rubber overmats which are not factory supplied will not be judged and should be removed from the car by the owner so that the carpet or mats may be judged.

F. Hardware

Check for correctness, condition, and cleanliness of items such as window winders, interior door handles, switches, and other hardware.

III. Engine Compartment

The cleanliness and overall condition of the engine compartment is often the difference between an average and excellent car. "But I drive my car" is not an excuse!

A. General Appearance and Cleanliness

The entire engine compartment should be clean and free of grease, oil, and general dirt. Painted items such as the firewall, inside of the hood, and inner fenderwells should be the same color as the rest of the car (except when the engine bay was painted black originally, such as in 102/106 series cars) and should be clean and free from damage. The engine, bellhousing, radiator, and all ancillaries should be clean and have the proper finishes. A deduction shall be taken for polished brass radiators.

B. Firewall, Inner Fenders, Inside of Hood, and Other Painted Sheetmetal

Inspect the general condition, cleanliness and originality of the color and paint, or correctness of replacement materials used. Original paint is desirable but must be judged using the same criteria as a repaint. However, bonus points may be awarded for original paint per the guidelines of Chapter 5. Original or correct reproduction decals and data plates shall be present. There is no deduction for the condition of these items, but there is a deduction if they are missing or incorrect. If a hood insulating pad is present it must be clean and of the correct material and type.

C. Engine Block, Head & Carburetors or Fuel Injection

The car must have the correct engine for its year (e.g. a maximum deduction will be taken for a 2 liter engine in a 1600cc car). The induction system (SPICA or carburetors) must be correct for the year and model (e.g. a U.S. specification 1974 GTV converted to Webers will receive an incorrectness deduction as will a non-Veloce 101 series car converted to dual Webers). The cam covers should have the correct finish. Crackle finish (unless correct for model), highly polished, or red painted cam covers will receive a deduction. The engine must be clean and free of grease and oil stains and dirt. Accessories such as the starter, generator/alternator, pulleys, etc should be undamaged and clean. Aftermarket electronic ignition systems such as Crane or Marelliplex will receive a minimum deduction but must be neatly installed. Alternators in place of original generators shall receive a minimum deduction. Alfa Romeo dealer or distributor installed air conditioning systems (Behr, etc.) will not be penalized but must be in good condition.

D. Exhaust System (manifolds, downpipes and emissions equipment)

Exhaust manifolds/headers should be of the correct type and material for the year and model. Heat discoloration and surface rust on cast iron manifolds will not be penalized. Black, grey, or silver porcelain or other coatings on headers will not be penalized, but other colors will receive a deduction. Correct heat shields must be present. All factory emissions equipment must be present. Use of European Alfa Romeo factory exhaust headers on U.S. specification cars will result in a minimum deduction. Aftermarket exhaust headers will result in an incorrectness deduction.

E. Wiring, Battery, Hoses, Tubing & Clamps

For wiring, inspect for originality of materials, or correctness of replacement parts. Spark plug wires should be period correct (e.g green or black Cavis on older cars). Also look at electrical items like relays, coil, regulators, etc. Condition and cleanliness of these components should be considered. Look for cracked insulation on wires, incorrect taping or plastic conduit. Check for loose or extra wires.

Hoses should be the correct molded type, be clean and free of cracks and damage, and have period correct style clamps (e.g. no worm-drive clamps on 750 series cars).

Batteries must be in the original factory location. They may be of any brand. Bonus points shall be given for authentic style period correct batteries (tar-top etc.) when appropriate to the age of the car.

IV. Trunk

A. Paint, Side Panels, Mat or Carpet

Inspect for originality and correctness of materials and colors. Be sure to look in the spare tire well and at the gas tank and hinges. Look for damaged or missing spare tire cover panels. The trunk must be clean, and personal items must be removed for judging.

B. Tool Kit and Jack

Original and complete toolkits will receive bonus points per Chapter 5. The jack must be present however and should be correct for the car and in good condition

C. Owner's Manual and Other Paperwork

The Owners Manual and other paperwork that was supplied with the car (such as Warranty) may be displayed. Factory shop manuals and parts manuals, along with advertising brochures, may also be displayed. Bonus points will be given for any combination of the above. However, these documents are not to be judged for condition or completeness. Similarly, no deduction shall be taken for not having these documents.

D. Spare Tire and Wheel

The spare tire and wheel must be of the correct size and type for the car. The brand does not have to match the other four tires since it may be the original.

V. Suspension, Wheelwells and Undercarriage

General Condition and Cleanliness

The suspension and undercarriage should be clean and free of damage. "I drive my car" is not an excuse for not cleaning these areas, and a clean undercarriage is often the difference between a good and a great car. Check for overspray from a repaint, undressed welds from floorpan patches, heavy rust, and other examples of sloppy preparation. Note that the paint coverage from the factory on undercarriages was often spotty at best, so take this into account when judging. Undercoating is acceptable, but sloppy application onto suspension and other components where it does not belong is not. Aftermarket suspension components which alter the stock ride height shall merit a deduction, as will non-authentic finishes (e.g. red springs and bushings in a 750 series car).

Other items to look for include dented gas tanks, wire in place of proper exhaust hangers, holes in exhaust components, and potentially dangerous rust damage around stressed areas such as suspension pickup points.

VI. Mechanical and Safety (Functional Only)

Operation of Basic Safety Items

Alfa Romeos entered in the Concours are assumed to be roadworthy (other than racecars). Therefore, the following items should be checked for operation: head and taillights, turn signals, brake lights, horn, and windshield wipers. The owner and not a Judge, should operate these items.

Chapter Five

Guidelines for Judging Incorrect Items and Awarding Bonus Points

This chapter provides guidelines to judges on how to deal with incorrect, non period correct, or inappropriate items during judging. It also provides guidance on when bonus points may be awarded for special or exceptional items. *Note that the provisions of this chapter in whole or part may not be applicable to racecars, so judge's discretion must be applied. (Rev. 3)*

I. Definition of Incorrect

In order to ensure and encourage that Alfa Romeos entered in the National Concours are as original and correct as possible, penalties will be applied to incorrect items. The amount to be deducted for common items are given later in this chapter. For items not listed in this chapter, the Judge should deduct 50% of the maximum deduction for an item shown on the scoresheet.

A part, component, finish, color or material is considered to be incorrect if it is not a genuine Alfa Romeo supplied or approved item for the particular year and model of the car.

Replacement parts, regardless of manufacturer, are acceptable only if they meet the exact specifications of the original item or material. The Judge must use common sense when judging for incorrectness.

II. Requirements

A. Intent

The intent of judging and penalizing incorrect items in a Concours is to ensure that the Alfa Romeo is as close as possible to the configuration that existed at the time of manufacture. This is desirable from a preservation and future reference standpoint. Any part that is non-stock or altered so that it no longer appears as it originally did or has a different finish or color is incorrect.

B. Original or Correct Options

Original or correct options are those items listed in Alfa Romeo parts books or official Alfa Romeo sales literature. Factory items offered as standard must be correct for the year and model presented.

C. Dealer or Distributor Installed Options Accepted as Correct

Dealer or Distributor installed items will not be penalized as long as they are period correct and would have been available when the car was originally sold. This includes air conditioning systems, radios, fog lights, and certain alloy wheels. These items must be contemporary to the car. Replacement of original Dealer or Distributor installed items with modern items will be penalized. For example, if the dealer installed a radio in 1974 when the car is new, this is correct. Replacing this with a modern CD system will result in a penalty. If there is doubt as to the correctness of an item, the burden of proof is on the owner. The owner must show documentation for items that do not conform. However, if there is any doubt on the part of the judges, then the owner shall be given the benefit of the doubt.

D. Specific Applications & Exceptions

1. **Safety Equipment**

Certain states require that specific safety equipment be installed on all cars to meet their regulations. An Owner may install such items as may be necessary for the Owner to be able to legally drive the Alfa Romeo. The installation should be neat and clean and in good taste.

2. **Battery**

Batteries are considered expendable and may be replaced with a battery of any manufacturer so long as it is of the like voltage and configuration as the original. The battery must also be mounted in the stock factory position. A bonus of 5 points should be given for a period correct reproduction battery.

3. **Window Glass**

Any window glass that meets the requirements of the original specifications for fit and function (color/tint) is acceptable.

4. **Tires**

Tires are considered a wear item and may be replaced with any tire of original size and compatibility with the car. Size must be consistent with the original profile. Type (radial/bias ply) must be consistent with availability for the age of the Alfa Romeo. All four road tires must match. The spare may be of a different brand than the road tires, but must be the correct size. A bonus of 5 points shall be awarded for the original spare tire as long as it is suitable for use on the road.

III. Incorrectness Penalty

A. Inform the Owner

The Judge should inform the owner if incorrectness penalties will be awarded to allow the owner to show proof of correctness or originality.

B. Use Only the Exact Deduction Listed

If the exact item is not listed, then use 50% of the maximum deduction for the item shown on the scoresheet.

IV. How to Use this Guide

The purpose of this guide is to give every Judge in the AROC National Concours a consistent system for judging incorrect items. Only use the point values listed to ensure fairness to all owners.

Recall that the scoresheets are on a 1000 point basis to make the math easier, and the point total will be divided by 10 to arrive at the final score. The point deductions given below are based on the 1000 point total. The maximum total deduction for a given item on the scoresheet is 50 points, including condition, preparation, as well as correctness.

V. Interior

A. Trim, Door Panels, and Armrests

Wrong finish or color	7
Wrong shape or pattern	7
Missing door panels	15

B. Headliner/Underside of Top

Headliner - Wrong material, pattern (e.g. non-snakebite) or color	7
Underside of Top - Wrong color or material	7

C. Hardware, Steering Wheel & Instruments

Do not apply an incorrectness penalty for radios of correct vintage, using original/authentic mountings and speaker housings, that are neatly installed.

Handle, Trim, Knob - Wrong, Missing	1 ea.
Fasteners - Wrong, Missing (Maximum deduct 2.0)	1 ea.
Instruments - Wrong or additional, Missing	7
Steering Wheel - Wrong size, style or material	7
Radio, Tape Deck, CB in non-factory position, cut into panel or hung under dash	3
Non period correct radio or tape deck, regardless of mounting position	2
Audio equipment installed in glovebox	1
Radio Opening Cover Plate, wrong, homemade, or missing	2
Telephone, including accessories	1
Alarm Systems (non-factory installed), including accessories	1
Switches, extra or wrong type	5

D. Seats

Seat - Wrong pattern to upholstery	7
Seat - Aftermarket	10
Seat - Vinyl in place of leather or vice versa	5
Seat - Cloth in place of original vinyl or leather, or vinyl/leather in place of original cloth	7
Piping - Wrong color or material	1

E. Carpeting and Rubber Mats

Note: Aftermarket carpet or rubber overmats shall be removed from the car by the Entrant and will not be judged.

Carpet - Wrong color, type, or weave	5
Carpet in place of original rubber mats	7
Missing carpet or rubber mat pieces	3 ea. Max 9

VI. Exterior

A. Body

Fender flares or body kit (non-factory)	7
Rear wing (non-factory)	7
Side Protectors/Door Edge Protectors	1
Mud Flaps	1
Front airdam (non-factory)	7
Hood scoop (non-factory)	7

B. Paint Finish

Color not reasonably close to palette offered by factory or non period correct color	5
Non-period correct metallic paint	7
"Custom" paint	7
Non-authentic striping	2

C. Glass

Plastic in place of glass or vice versa	7
Light lens - Wrong type or color	3

D. Exterior Trim and Bumpers

Fiberglass replacement bumpers	7
European bumpers on US specification car	5
Wrong finish on trim pieces	3 ea.

E. Top and Boot Cover

Note: Tonneau covers should be removed from the car and not judged.

Top - Incorrect color	3
Top - Incorrect Style or material	5
Boot Cover, Missing	10
Non-Veloce Boot Cover on Veloce (1991-94 Spider) or vice versa	5

F. Wheels

Note: No penalty for alloy wheels installed by dealer or distributor with documentation.

Wrong type of factory wheel for year or type of car (e.g. Turbinas on 1994 Spider)	5
Incorrect finish on factory wheel	3
Wrong hubcap	5
Aftermarket wheel, non-dealer installed, period correct	5
Aftermarket wheel, non-dealer installed, non-period correct	7

G. Tires

Any brand is acceptable. Size and type must be consistent with original equipment.

Wrong size	5
Wrong type	7
Mismatch	5

VII. Engine Compartment

A. Bright Metal

Cam Covers - Wrong cover for year	7
Cam Covers - Polished, chromed or painted (unless factory correct for model)	3
Non-original plated parts	0.25 ea. Max 5

B. Sheet Metal (firewall, radiator, sidewalls, heater & battery box, underside of hood)

Fan - Wrong or extra	5
Fan Shroud - altered, Missing	5
Firewall - altered, wrong color or finish	7
Radiator and/or Expansion Tank -Wrong, wrong color, or polished brass	5
Hood pad, missing or wrong	5
Hood (underside) - Wrong color or finish	5
Undercoating in engine compartment	5
Engine bay color does not match rest of body, unless originally black	7
Decals and Dataplates - Missing	2 ea.

C. Engine Block, Head & Carburetors or Fuel Injectors

Engine - Wrong model or size	10
Wrong finish on block and head	7
Incorrect carburetors (e.g. fake Veloce)	10
Carburetors in place of Spica	7
Air Box - Wrong or incorrect finish	5

D. Exhaust System

Note: No penalty for heat discoloration or surface rust on cast iron headers

Exhaust Manifolds - chromed or wrong finish	5
European headers on US specification car	5
Missing emissions equipment	10

E. Generator/Alternator, Regulator, Wiring, Battery, Hoses, Tubing & Clamps

Generator/ Alternator - Wrong or converted	5
Regulator/Control Box - Wrong	2
Relay, Coil, etc. - Wrong	2
Hoses - Wrong	5
Hose Clamps - Wrong (e.g. worm drive clamps on a 750 series car)	5
Aftermarket electronic ignition	5
Ignition Wires - Wrong (e.g. bright red wires on 1900)	5
Wiring Harness - Wrong cover or wires	5
Wires - extra or improperly loose, Missing	5
Horns - Wrong, Missing	5

VIII. Trunk

F. Paint, Side Panels, Mat or Carpet

Mat - Wrong color or material, Missing	5
Panels - Wrong color or material, Missing	5
Paint color does not match rest of body unless originally black	10

G. Spare Tire, Wheel, Jack and Cover

Wheel - Wrong size or type, Missing	5
Tire - Wrong size, type, or missing	5
Jack - Wrong, Missing	3
Hold down - Wrong, Missing	1
Cover - Missing or incorrect	2

IX. Suspension and Undercarriage

Aftermarket springs and shocks with incorrect finish (e.g. red springs on 1900)	7
Undercoating, except on floor pans, unless original	2
Non-black bushings	2
Non-original exhaust configuration (no penalty for material)	5

X. Bonus Points

The following bonus points may be awarded by Judges to recognize rare, special, or extremely well done items.

Original underhood decals and dataplates in good condition	5
Original or accurate reproduction toolkit (must be complete and in good condition)	5
Original Owners Manual	5
Other original books or printed items that would have come with the car or from a dealer (warranty booklets, parts manuals, etc). These must be original Alfa Romeo publications and not reproductions or third-party published manuals. Award bonus points only once regardless of how many items presented	5
Original paint	5
Original upholstery	5
Original top	5
Period correct style reproduction battery	5
Original tires with road legal tread	5
Judges discretion bonus points.	NONE

Appendix A

Judging Sheets

CLASS _____ CAR NUMBER _____

Judging Category: **BODY/ PAINT/GLASS**

Judge Name: _____ **Total Points for Category = 230**

Maximum Total Deduction per Item (includes condition and correctness) = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

Refer to Chapter 5 of AROC National Concours Manual for Incorrectness Deductions and Bonus Point Guidelines

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Overall Paint Finish (15)		
Nose and Front Valence (15)		
Front Fenders (15)		
Hood, Drain Channel, & Hinges (15)		
Doors (15)		
Door Jambs, Sills, and Hinges (15)		
Rear Fenders (15)		
Trunk Lid, Drain Channel, Hinges (15)		
Tail Panel/Valence (15)		
Fuel Filler Door/Compartment (5)		
Roof (Sedan and Coupe Only) (15) or Convertible Top (Convert. Only) (15)		
Rocker Panels & Jacking Points (15)		
Windshield (15)		
Rear Window (Sedan & Coupe) (15) or Plastic Rear Window (Convert.) (15)		
Side Glass (15)		
Rubber Seals (15)		
Standard Bonus Points		
Original Paint (5)		
Original Convertible Top (5)		
Cleanliness/Preparation (5 max)		
Subtotal Deductions		
Subtotal Bonus Additions		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

Judging Category: **SUSPENSION/UNDERCARRIAGE/WHEELS**

Judge Name: _____ **Total Points for Category = 160**

Maximum Total Deduction per Item (includes condition and correctness) = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

Refer to Chapter 5 of AROC National Concours Manual for Incorrectness Deductions and Bonus Point Guidelines

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Wheelwells (15)		
Front Suspension/ Brakes (15)		
Rear Suspension/Differential/ Brakes (15)		
Floorpans (15)		
Trunk Floor/Spare Tire Well (15)		
Gas Tank (15)		
Exhaust System (15)		
Wheels and Hubcaps (15)		
Tires (15)		
Transmission/Transaxle (15)		
Hoses and Lines (10)		
Standard Bonus Points		
Cleanliness/Preparation (5 max)		
Original Tires (Roadworthy Only) (5)		
Subtotal Deductions		
Subtotal Bonus Additions		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

Judging Category: **ENGINE/ENGINE COMPARTMENT**

Judge Name: _____ **Total Points for Category = 215**

Maximum Total Deduction per Item (includes condition and correctness) = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

Refer to Chapter 5 of AROC National Concours Manual for Incorrectness Deduction and Bonus Point Guidelines

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Inner Fenders (15)		
Firewall (15)		
Inside of Hood (15)		
Radiator and Fan (15)		
Airbox and Intake Ducting (15)		
Carburetors/Spica/Intake Manifold (15)		
Head and Valve Cover (15)		
Block and Bellhousing (15)		
Oil pan (15)		
Alternator/Generator/Starter/Air Con (15)		
Hoses and Clamps (10)		
Wiring/Electrical (15)		
Headers/Exhaust Manifold (15)		
Steering Column/Box (15)		
Battery and Clamps (10)		
Standard Bonus Points		
Cleanliness/Preparation (5 max)		
Period Correct Battery (5)		
Original Decals and Data plates (5)		
Subtotal Deductions		
Subtotal Bonus Additions		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

Judging Category: **EXTERIOR TRIM AND LIGHTS**

Judge Name: _____ **Total Points for Category = 175**

Maximum Total Deduction per Item (includes condition and correctness) = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

Refer to Chapter 5 of AROC National Concours Manual for Incorrectness Deduction and Bonus Point Guidelines

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Front Bumpers (15)		
Grille (15)		
Headlights (Lenses and Trim) (15)		
Front Parking Lights/Signals (15)		
Mirrors (10)		
Rear Bumper (15)		
Taillights (Lenses and Trim) (15)		
License Plate Lights (10)		
Miscellaneous Bright Trim (15)		
Wipers (10)		
Badges and Emblems (15)		
Door Handles and Locks (15)		
Windshield Posts and Window Trim (10)		
<i>Standard Bonus Points</i>		
Cleanliness/Preparation (5 max)		
<i>Subtotal Deductions</i>		
<i>Subtotal Bonus Additions</i>		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

Judging Category: INTERIOR AND TRUNK

Judge Name: _____ Total Points for Category = 220

Maximum Total Deduction per Item (includes condition and correctness) = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

Refer to Chapter 5 of AROC National Concours Manual for Incorrectness Deduction and Bonus Point Guidelines

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Dash Panel and Top (15)		
Instruments (15)		
Switches and Dash Fittings (10)		
Radio/Blanking Plate (5)		
Steering Wheel and Column (15)		
Seats (15)		
Carpets/Rubber Mats (15)		
Door Panels and Armrests (15)		
Kick Panels, Side & Rear Panels (15)		
Console and Shifter (15)		
Interior Trim and Fittings (10)		
Headliner/Inside of Soft Top (15)		
Trunk Panels and Inside of Lid (15)		
Trunk Mats/Carpets (15)		
Spare Tire and Wheel (15)		
Jack (5)		
Convertible Top Boot (10)		
Standard Bonus Points		
Cleanliness/Preparation (5 max)		
Original Upholstery (5)		
Tool Kit (5)		
Original Spare (5)		
Books and Manuals (5)		
Subtotal Deductions		
Subtotal Bonus Additions		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

SCORING SUMMARY

Instructions to Scorers: Add up deductions and additions for each category and enter net deduction for the category at the bottom of each page. Scoring personnel must also double check calculations before entering scores on this page. Ensure that individual deductions per item do not exceed the total allowed for the item. Judges are not to do any calculations.

Enter net deductions for each category on the appropriate lines on this page and determine the total deduction by summing the net deductions per category. Subtract the total deductions from 1000. Divide this number by 10 to arrive at the final score for the car on a standard 100-point scale. Cars scoring at least 95.0 points are eligible for the Certificato d’Oro Award.

CHECK YOUR MATH

SCORING ITEM	CATEGORY NET DEDUCTION
BODY/PAINT/GLASS	
SUSPENSION/UNDERCARRIAGE/WHEELS	
ENGINE/ENGINE COMPARTMENT	
EXTERIOR TRIM AND LIGHTS	
INTERIOR AND TRUNK	
<i>SUBTOTAL CATEGORY DEDUCTIONS</i>	

SCORING ITEM	SCORE
SUBTRACT SUBTOTAL CATEGORY DEDUCTIONS FROM 1000	
DIVIDE BY 10	
<i>FINAL SCORE</i>	
ELIGIBLE FOR CERTIFICATO D’ORO AWARD (FINAL SCORE AT LEAST 95.0) YES OR NO	

CLASS _____ CAR NUMBER _____

Judging Category: **RACECAR BODY/ PAINT/GLASS (Rev. 1)**

Judge Name: _____ **Total Points for Category = 240**

Maximum Total Deduction per Item = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

No deductions shall be taken for incorrectness in this class

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Overall Paint Finish (25)		Not Applicable
Nose, Front Valence, and Spoiler (15)		Not Applicable
Front Fenders (including flares) (15)		Not Applicable
Hood (15)		Not Applicable
Doors (15)		Not Applicable
Trim and Mirrors (as applicable) (10)		Not Applicable
Rear Fenders (including flares) (15)		Not Applicable
Trunk Lid and Spoiler (15)		Not Applicable
Tail Panel/Valence (15)		Not Applicable
Graphics/Decals (25)		Not Applicable
Lenses/Lights (as applicable) (10)		Not Applicable
Other Glass/Lexan/Perspex (15)		Not Applicable
Rocker Panels & Jacking Points (25)		Not Applicable
Windshield (25)		Not Applicable
<i>Standard Bonus Points</i>		
Outstanding Fabrication (5 max)		
Cleanliness/Preparation (5 max)		
<i>Subtotal Deductions</i>		
<i>Subtotal Bonus Additions</i>		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

Judging Category: **RACECAR SUSPENSION/UNDERCARRIAGE/WHEELS**
 (Rev. 1)

Judge Name: _____ Total Points for Category = 235

Maximum Total Deduction per Item = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

No deductions shall be taken for incorrectness in this class

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Wheelwells (15)		Not Applicable
Front Suspension/Brakes (25)		Not Applicable
Rear Suspension/Differential/Brakes (25)		Not Applicable
Floorpans (15)		Not Applicable
Trunk Floor (15)		Not Applicable
Gas Tank/Fuel Cell (25)		Not Applicable
Exhaust System (25)		Not Applicable
Wheels (25)		Not Applicable
Tires (25)		Not Applicable
Transmission/Transaxle (15)		Not Applicable
Hoses and Lines (25)		Not Applicable
Standard Bonus Points		
Cleanliness/Preparation (5 max)		
Outstanding Fabrication (5 max)		
Subtotal Deductions		
Subtotal Bonus Additions		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

Judging Category: **RACECAR ENGINE/ENGINE COMPARTMENT (Rev. 1)**

Judge Name: _____ **Total Points for Category = 270**

Maximum Total Deduction per Item = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

No deductions shall be taken for incorrectness in this class

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Inner Fenders (15)		Not Applicable
Firewall (15)		Not Applicable
Inside of Hood (15)		Not Applicable
Radiator and Fan (25)		Not Applicable
Airbox and Intake Ducting (15)		Not Applicable
Carburetors/Spica/Intake Manifold (15)		Not Applicable
Head and Valve Cover (15)		Not Applicable
Block and Bellhousing (15)		Not Applicable
Oil pan (20)		Not Applicable
Alternator/Generator/Starter (15)		Not Applicable
Hoses and Clamps (25)		Not Applicable
Wiring/Electrical (25)		Not Applicable
Headers/Exhaust Manifold (15)		Not Applicable
Steering Column/Box (15)		Not Applicable
Battery and Clamps (25)		Not Applicable
<i>Standard Bonus Points</i>		
Cleanliness/Preparation (5 max)		
<i>Subtotal Deductions</i>		
<i>Subtotal Bonus Additions</i>		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

Judging Category: **RACECAR INTERIOR AND TRUNK (Rev. 1)**

Judge Name: _____ **Total Points for Category = 255**

Maximum Total Deduction per Item = 15 points unless noted

Draw Line Through Non-Applicable Items for Model Being Judged

No deductions shall be taken for incorrectness in this class

ITEM	CONDITION DEDUCTION	INCORRECTNESS DEDUCTION
Dash Panel and Top (15)		Not Applicable
Instruments (25)		Not Applicable
Switches and Dash Fittings (15)		Not Applicable
Rollcage/Rollbar (25)		Not Applicable
Steering Wheel and Column (15)		Not Applicable
Seat(s) (25)		Not Applicable
Floors (15)		Not Applicable
Safety Harness (25)		Not Applicable
Fire Suppression System (25)		Not Applicable
Console and Shifter (15)		Not Applicable
Interior Trim and Fittings (as applicable) (15)		Not Applicable
Inside of Trunk (15)		Not Applicable
Safety Net (as applicable) (25)		Not Applicable
Standard Bonus Points		
Cleanliness/Preparation (5 max)		
Oustanding Fabrication (5 max)		
Subtotal Deductions		
Subtotal Bonus Additions		
NET DEDUCTIONS/ADDITIONS FOR CATEGORY		

CLASS _____ CAR NUMBER _____

RACECAR SCORING SUMMARY (Rev. 1)

Instructions to Scorers: Add up deductions and additions for each category and enter net deduction for the category at the bottom of each page. Scoring personnel must also double check calculations before entering scores on this page. Ensure that individual deductions per item do not exceed the total allowed for the item. Judges are not to do any calculations.

Enter net deductions for each category on the appropriate lines on this page and determine the total deduction by summing the net deductions per category. Subtract the total deductions from 1000. Divide this number by 10 to arrive at the final score for the car on a standard 100-point scale. Cars scoring at least 95.0 points are eligible for the Certificato d'Oro Award.

CHECK YOUR MATH

SCORING ITEM	CATEGORY NET DEDUCTION
BODY/PAINT/GLASS	
SUSPENSION/UNDERCARRIAGE/WHEELS	
ENGINE/ENGINE COMPARTMENT	
INTERIOR AND TRUNK	
<i>SUBTOTAL CATEGORY DEDUCTIONS</i>	

SCORING ITEM	SCORE
SUBTRACT SUBTOTAL CATEGORY DEDUCTIONS FROM 1000	
DIVIDE BY 10	
<i>FINAL SCORE</i>	
ELIGIBLE FOR CERTIFICATO D'ORO AWARD (FINAL SCORE AT LEAST 95.0) YES OR NO	