### Concept Class 2020 - Team Management Deadlines:

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Judges and Officials will always review the most recent submission only.

---

<table>
<thead>
<tr>
<th>DOCUMENT/EVENT</th>
<th>WEEKS FROM SILVERSTONE EVENT</th>
<th>SUBMISSION DEADLINE</th>
<th>FINAL DATE FOR LATE SUBMISSION</th>
<th>PENALTIES INCURRED FOR MISSING DEADLINE</th>
<th>PENALTIES INCURRED FOR MISSING FINAL DATE</th>
<th>SUBMIT VIA</th>
<th>FURTHER INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>FS Funding Awards</td>
<td>-34</td>
<td>01/12/2019 23:59 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>笔触 <a href="mailto:award@imeche.org">award@imeche.org</a></td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/financial-support">http://www.imeche.org/events/formula-student/team-information/financial-support</a></td>
<td></td>
</tr>
<tr>
<td>Create or update Team Account</td>
<td>-31</td>
<td>18/12/2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
<td></td>
</tr>
<tr>
<td>Payments and Car Numbers accepted for all teams</td>
<td>-27</td>
<td>17/01/2020 17:00 UTC</td>
<td>07/02/2020 17:00 UTC</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
<td></td>
</tr>
<tr>
<td>Apply for Free IMechE membership if required (see Rules)</td>
<td>-24</td>
<td>07/02/2020 or ASAP once place in competition has been confirmed, See Further Information</td>
<td></td>
<td></td>
<td>Team Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motorsport UK Indemnity</td>
<td>-3</td>
<td>03/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.motorsport.org/membership/membership-registration/how-to-apply/affiliate">http://www.motorsport.org/membership/membership-registration/how-to-apply/affiliate</a></td>
<td></td>
</tr>
<tr>
<td>Complete Awaiting Form</td>
<td>-2</td>
<td>03/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
<td></td>
</tr>
<tr>
<td>Additional Member Payments</td>
<td>-2</td>
<td>03/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
<td></td>
</tr>
<tr>
<td>Final Team Member &amp; Emergency Contact Details (including ‘Attending Silverstone’ tick box)</td>
<td>-2</td>
<td>03/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
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</tbody>
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<tr>
<th>DOCUMENT/EVENT</th>
<th>WEEKS FROM SILVERSTONE EVENT</th>
<th>SUBMISSION DEADLINE</th>
<th>FINAL DATE FOR LATE SUBMISSION</th>
<th>PENALTIES INCURRED FOR MISSING DEADLINE</th>
<th>PENALTIES INCURRED FOR MISSING FINAL DATE</th>
<th>SUBMIT VIA</th>
<th>FURTHER INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>FS Funding Awards</td>
<td>-34</td>
<td>01/12/2019 23:59 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>笔触 <a href="mailto:award@imeche.org">award@imeche.org</a></td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/financial-support">http://www.imeche.org/events/formula-student/team-information/financial-support</a></td>
<td></td>
</tr>
<tr>
<td>Create or update Team Account</td>
<td>-31</td>
<td>18/12/2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
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</tr>
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<td>Payments and Car Numbers accepted for all teams</td>
<td>-27</td>
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<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
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<td>Apply for Free IMechE membership if required (see Rules)</td>
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<td></td>
<td>Team Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motorsport UK Indemnity</td>
<td>-3</td>
<td>03/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.motorsport.org/membership/membership-registration/how-to-apply/affiliate">http://www.motorsport.org/membership/membership-registration/how-to-apply/affiliate</a></td>
<td></td>
</tr>
<tr>
<td>Complete Awaiting Form</td>
<td>-2</td>
<td>03/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
<td></td>
</tr>
<tr>
<td>Additional Member Payments</td>
<td>-2</td>
<td>03/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
<td></td>
</tr>
<tr>
<td>Final Team Member &amp; Emergency Contact Details (including ‘Attending Silverstone’ tick box)</td>
<td>-2</td>
<td>03/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information/team-registration">http://www.imeche.org/events/formula-student/team-information/team-registration</a></td>
<td></td>
</tr>
</tbody>
</table>
## Concept Class 2020 - Announcement Dates:

<table>
<thead>
<tr>
<th>DOCUMENT/EVENT:</th>
<th>WEEKS FROM SILVERSTONE EVENT</th>
<th>ANNOUNCED BY:</th>
<th>RELEASED VIA:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selected &amp; Reserve Teams Published</td>
<td>-27</td>
<td>17/01/2020 17:00 UTC</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information">http://www.imeche.org/events/formula-student/team-information</a></td>
</tr>
<tr>
<td>Confirmed &amp; Reserve Teams Published</td>
<td>-23</td>
<td>10/02/2020 12:00 UTC</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information">http://www.imeche.org/events/formula-student/team-information</a></td>
</tr>
<tr>
<td>Campsite bookings open</td>
<td>-26</td>
<td>29/02/2020 12:00 UTC</td>
<td><a href="http://www.imeche.org/events/formula-student/team-information">http://www.imeche.org/events/formula-student/team-information</a></td>
</tr>
</tbody>
</table>
Concept Class 2020 Static Event Submission Deadlines:

Documents submitted by the date and time shown in the ‘Submission Deadline’ column will not incur any late submission penalties, however blank or minimally completed submissions will be treated as ‘Not Submitted’. Documents received after the ‘Submission Deadline’ date and time will incur lateness penalties as described in the ‘Penalties Incurred for Missing Submission Deadline’ column. Please refer to section A5 of the Formula Student Rules 2020, Formula Student UK Supplementary Rules 2020 and the table below for further details.

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<table>
<thead>
<tr>
<th>DOCUMENT/EVENT:</th>
<th>WEEKS FROM SILVERSTONE EVENT</th>
<th>SUBMISSION DEADLINE</th>
<th>PENALTIES INCURRED FOR MISSING DEADLINE</th>
<th>FINAL DATE FOR LATE SUBMISSION</th>
<th>PENALTIES INCURRED FOR MISSING FINAL DATE</th>
<th>SUBMIT VIA:</th>
<th>FURTHER INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design Concept Specification</td>
<td>-31</td>
<td>18/12/2019 17:00 UTC</td>
<td>Not considered for entry into FS2020</td>
<td>17/05/2020 17:00 UTC</td>
<td>N/A</td>
<td>Manage ‘Submissions’ section of Team Account</td>
<td>Document available at: <a href="http://www.imeche.org/events/formula-student/team-information/forms-and-documents">http://www.imeche.org/events/formula-student/team-information/forms-and-documents</a></td>
</tr>
<tr>
<td>Engineering Design Report</td>
<td>-10</td>
<td>11/05/2020 17:00 UTC</td>
<td>-10 per day (or part thereof); up to a maximum of -30</td>
<td>21/05/2020 17:00 UTC</td>
<td>Zero points for Design if no document has been submitted by final deadline</td>
<td>Manage ‘Submissions’ section of Team Account</td>
<td>Document available at: <a href="http://www.imeche.org/events/formula-student/team-information/forms-and-documents">http://www.imeche.org/events/formula-student/team-information/forms-and-documents</a></td>
</tr>
<tr>
<td>Design Spec Sheet</td>
<td>-10</td>
<td>11/05/2020 17:00 UTC</td>
<td>-10 per day (or part thereof); up to a maximum of -30</td>
<td>21/05/2020 17:00 UTC</td>
<td>Zero points for Design if no document has been submitted by final deadline</td>
<td>Manage ‘Submissions’ section of Team Account</td>
<td>Document available at: <a href="http://www.imeche.org/events/formula-student/team-information/forms-and-documents">http://www.imeche.org/events/formula-student/team-information/forms-and-documents</a></td>
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<table>
<thead>
<tr>
<th>DOCUMENT/EVENT</th>
<th>MEETING FROM SILVERSTONE EVENT</th>
<th>SUBMISSION DEADLINE</th>
<th>PENALTIES INCURRED FOR MISSING DEADLINE</th>
<th>PENALTIES INCURRED FOR MISSING FINAL DATE</th>
<th>SUBMIT VIA</th>
<th>FURTHER INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>FS Funding Awards</td>
<td>31/12/2019 23:59 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Created or updated Team Account</td>
<td>-31</td>
<td>19/12/2019</td>
<td>Not considered for awards</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Design Concept Specification</td>
<td>18/12/2019 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Payments and Car Numbers accepted for selected teams</td>
<td>27/01/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Selected &amp; Reserve Teams Published</td>
<td>27/01/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Apply for free IMechE membership if required (see Rules)</td>
<td>-24</td>
<td>18/12/2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Confirmed &amp; Reserve Teams Published</td>
<td>-23</td>
<td>12/01/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Engineering Design Report</td>
<td>-30</td>
<td>13/02/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Design Spec Sheet</td>
<td>-30</td>
<td>13/02/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Motorsport UK Indemnity</td>
<td>-2</td>
<td>13/02/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Campsite Booking Form</td>
<td>-2</td>
<td>13/02/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Additional Member Payments</td>
<td>-2</td>
<td>13/02/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Initial Team Member &amp; Emergency Contact Details</td>
<td>-2</td>
<td>17/02/2020 17:00 UTC</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
<tr>
<td>Cost Report</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>Team Account</td>
<td>[link]</td>
</tr>
</tbody>
</table>

-34: 01/12/2019 23:59 UTC, Not considered for awards

-31: 18/12/2019, Unable to upload Design Concept Specification for entry into FS2020 (deadline for submission 17:00 UTC on 18/12/2019)

-31: 11/05/2020 17:00 UTC, Zero points for Design if no document has been submitted by final deadline

-10: 11/05/2020 17:00 UTC, Zero points for Design Spec Sheet if no document has been submitted by final deadline

0: 17/05/2020 17:00 UTC, Zero points for Design if no document has been submitted by final deadline
<table>
<thead>
<tr>
<th>WORKSHEET</th>
<th>DESCRIPTION OF CHANGE</th>
<th>DATE OF RELEASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Static Events</td>
<td>Updated the ‘Submit via’ column for Cost Report</td>
<td>15/11/2019</td>
</tr>
<tr>
<td>Team Management</td>
<td>Payment portal availability clarified</td>
<td>15/01/2020</td>
</tr>
<tr>
<td>Announcements</td>
<td>Campsite bookings open date changed</td>
<td>27/01/2020</td>
</tr>
<tr>
<td>Team Management</td>
<td>Clarified when final team member info required</td>
<td>06/02/2020</td>
</tr>
<tr>
<td>Team Management</td>
<td>Motorsport UK indemnity form available to individual team members via ‘View My Details’ on team account and deadline moved to coincide with deadline for selecting team members as ‘Attending Silverstone’</td>
<td>18/03/2020</td>
</tr>
</tbody>
</table>