

December 18, 2018

Dear IMSA WeatherTech SportsCar Championship Entrant:

Welcome to the 45<sup>th</sup> Grand Prix of Long Beach featuring the IMSA WeatherTech SportsCar Championship Series at Long Beach. The following is a summary of the information your team needs concerning the event to be held April 12-14, 2019. Additional information is available on our website at [gplb.com](http://gplb.com).

- I. Many of you have been to Long Beach in previous years and therefore are aware of the severe space problems, not to mention the access difficulties. In order to provide as efficient a working environment as possible for you, we have developed a vehicle program as follows:
  - A. Team transporters will be parked in the East Linden Parking lot of the Long Beach Convention Center (Please see attached map). Space limitations require us to limit this to one transporter per entrant. Maximum size per space will be determined by the IMSA officials. Directions to the IMSA Garage are as follows: 710 Freeway south to Broadway Ave.; exit Broadway Ave. to Magnolia; right (south) on Magnolia to Ocean Blvd.; left (east) on Ocean Blvd. To Pine Ave.; right (south) on Pine Ave. to Seaside Way; left (east) on Seaside Way to end of Seaside Way and into garage area.
  - B. Transporters will be allowed access to their area at 8:00 a.m. on Tuesday, April 9, 2019. **Please do not attempt to gain access earlier.** IMSA officials will designate/assign transporter parking spaces. **Please note that as in previous years no staking or drilling into the asphalt will be allowed.** Following the race, all equipment must be packed up as rapidly as possible and trucks will be permitted to depart starting as soon as the access route is opened (Approximately at 10:15 PM). In any case, all equipment must depart prior to midnight, Saturday, April 13<sup>th</sup>. Any equipment remaining in the paddock by 6:00 AM on Sunday, April 14<sup>th</sup> will be towed away at the owners' expense.
  - C. As most of you are aware, team passenger vehicle parking at the Long Beach facility is very limited. Commencing on Tuesday, April 9, 2019 team passenger vehicles will be parked on the second level of the Arena Parking Structure, located near the INDYCAR Series transporter area. Please understand that vehicles requiring access to the Arena Parking Structure on Friday, Saturday and Sunday of race week must be in the garage by **6:45 a.m.** each morning and must display the Grand Prix of Long Beach Team Parking Pass to gain access. Team passenger cars will be limited to one automobile per race car participant and oversize vehicles will not be

allowed in the Arena Parking Structure Parking passes will be distributed to IMSA teams by the IMSA credential office.

- D. Limited hospitality space will be available in the Hospitality Village. Please be aware that there will be no additional parking in the transporter area and that team motorhomes will not be permitted in the transporter parking compound. A space for a IMSA team will be sold at the standard VIP Paddock price. All spaces are sold on a first come first/serve basis and we remind you that this same area services our Corporate Clients as well. Please contact Richard Martinez (562) 490-4530; e-mail: [rmartinez@gpalb.com](mailto:rmartinez@gpalb.com), for further information.

E. Overpasses

The following is an itemization of the various categories and prices for the different types of overpasses available at the 2019 Grand Prix of Long Beach:

1. Weekend Admission/Overpass  
Saturday/Sunday reserved seat with Friday general admission  
Total Cost: \$230.00
2. Weekend Overpass  
With proof of 3-day admission  
Total Cost: \$120.00
3. Sunday Overpass  
With proof of Sunday admission  
Total Cost: \$75.00
4. Saturday Overpass  
With proof of Saturday admission  
Total Cost: \$60.00

Overpasses can be purchased by contacting Richard Martinez of the Grand Prix of Long Beach Marketing Services Department (562) 490-4530; e-mail: [rmartinez@gpalb.com](mailto:rmartinez@gpalb.com).

- F. Deliveries of rental equipment (i.e. forklifts, golf carts, party rentals, etc.) by non-approved Grand Prix Association of Long Beach vendors will not be allowed at the 2019 Grand Prix of Long Beach. Please contact Richard Martinez of the Grand Prix of Long Beach Marketing Services Department (562) 490-4530; e-mail: [rmartinez@gpalb.com](mailto:rmartinez@gpalb.com). for further information.
- G. Due to government and environmental issues, Truck, Transporter and Hospitality Coach washing **will not** be available in the South Shore Launch Ramp staging area or in the IMSA Paddock. **Washing of any vehicles is strictly prohibited onsite.** Please arrange for your vehicles to be cleaned at a properly licensed facility prior to arriving to the circuit.
- H. **A Certificate of Insurance is now required for any Team/rental golf**

**cart use during the 2019 event. Attached you will find a document titled “Grand Prix of Long Beach Certificate of Insurance requirements for team cart use and rentals” that contains information regarding our minimum insurance requirements. If you have any questions regarding the requirements, please contact Ms. Allison Wilson at (562) 490-4522; email: [Awilson@gpalb.com](mailto:Awilson@gpalb.com).**

- I. Shipping address for FedEx, UPS, DHL or any other freight forwarding company during race week (April 8-14, 2019) is as follows:

Long Beach Convention and Entertainment Center  
Attention: “Your Team Name”  
300 E. Ocean Blvd.  
Long Beach, CA 90802

Please contact Christopher Allen of the Grand Prix of Long Beach Operations Department (562) 490-4535; e-mail: [callen@gpalb.com](mailto:callen@gpalb.com). for further information.

- II. The following information details various options available to your team at the race. Please review each category carefully and note any deadlines that may apply.

- A. Souvenir Program Advertising: Contact: Richard Martinez (562) 490-4530; e-mail: [rmartinez@gpalb.com](mailto:rmartinez@gpalb.com).

Should your team or sponsors have an interest in advertising in the Event Souvenir Program, please visit our website at [gplb.com](http://gplb.com), which contains program ad rates and deadlines.

- B. Program & Media Publicity: Contact: Chris Esslinger (562) 490-4514; e-mail: [cesslinger@gpalb.com](mailto:cesslinger@gpalb.com) or Gordie Morris (562) 490-4534; e-mail: [gmorris@gpalb.com](mailto:gmorris@gpalb.com).

Any publicity material, articles or photos should be directed to Chris Esslinger as soon as possible. We will attempt to incorporate this information into our promotional campaign wherever possible.

Editorial content for our program must be in our hands by Friday, March 8, 2019. Any non hard-carded media must be credentialed by the Grand Prix Association of Long Beach if they are to cover the race. Credential deadline is March 15, 2019. Procedure for requesting credentials is located online at [gplb.com](http://gplb.com) under “Media Center”. If you plan on having a team photographer over race weekend, his or her credential must come out of your team’s credential allotment.

- C. Lifestyle Expo: Contact: Mike McElroy (562) 490-4510; e-mail: [mmcelroy@gpalb.com](mailto:mmcelroy@gpalb.com).

Space is available for your team or its sponsor to display its products to the many thousands of people attending the Lifestyle Expo, located in the Long Beach Convention Center. Details are available at [gplb.com](http://gplb.com). For

more details, please contact Mike McElroy at the above referenced number.

- D. Group Tickets: Contact: Richard Martinez (562) 490-4530; e-mail: [rmartinez@gpalb.com](mailto:rmartinez@gpalb.com).

Our basic group ticket discount policy is as follows:

1. Groups of 25 or more will receive a 10% discount on ticket prices. **Discount applies only for grandstand seats and/or general admission tickets.**
2. Mailing of all ticket orders will begin the first week in March if paid in full

- E. Hospitality: Contact: Richard Martinez (562) 490-4530; e-mail: [rmartinez@gpalb.com](mailto:rmartinez@gpalb.com)

In the event there is a need for tenting, fencing, food services, beverage service etc., all teams must use only Grand Prix of Long Beach approved caterers and vendors. Information on caterers can be obtained from Richard Martinez at the above referenced number.

- F. Corporate Sponsorship: Contact: Martin Bannon (562) 490-4515; e-mail: [mbannon@gpalb.com](mailto:mbannon@gpalb.com).

Should any of your Team Sponsors wish to pursue sponsorship opportunities with the event, including signage, sampling, ticket promotions, expo, vision screens and PA advertising, please contact Martin Bannon, Director of Marketing for the Grand Prix of Long Beach at the above number.

- G. Retail Sales Space: Inside Retail Expo Space Contact: Mike McElroy (562) 490-4510; e-mail: [mmcelroy@gpalb.com](mailto:mmcelroy@gpalb.com); Outside Retail Space Contact: Allison Wilson (562) 490-4522: email: [awilson@gpalb.com](mailto:awilson@gpalb.com).

Retail Space is available in the Lifestyle Expo or the outdoor Vendor Row areas for your team or the team sponsor's retail sales booth/souvenir trailers. The Retail Spaces in both areas allow you to sell your products to the more than 180,000 affluent Grand Prix customers who visit those areas multiple times on race weekend! Details are available at [gplb.com](http://gplb.com). For more details, please contact Mike McElroy or Allison Wilson at the above referenced numbers.

### III. Hotel Information

- A. The Hilton Long Beach has been designated as the "Official Hotel" of the Grand Prix of Long Beach. The hotel's address is:

Hilton Long Beach  
701 West Ocean Boulevard

Long Beach, CA 90831

For room reservations please call (562) 983-3400 or (800) HILTONS.

IV. Credential Office

- A. The Grand Prix Credential Office will again be located at the Hilton Long Beach, 701 West Ocean Boulevard, Long Beach, CA 90831. The dates of operation are from April 8–14, 2019. Dates and hours are subject to change based on each series sanctioning bodies requirements.

Please visit our website at [gplb.com](http://gplb.com) for any further information and updates prior to the race.

We thank you in advance for your cooperation and look forward to seeing you at the Grand Prix of Long Beach, April 12-14, 2019.

Sincerely,

A handwritten signature in black ink, appearing to read "Dwight R. Tanaka". The signature is fluid and cursive, with the first name being the most prominent.

Dwight R. Tanaka  
Director of Operations  
Grand Prix Association of Long Beach  
(562) 490-4525  
[dtanaka@gpalb.com](mailto:dtanaka@gpalb.com)