



One Daytona Blvd.  
Daytona Beach, FL 32114  
P: +1 (386) 310-6500

## IMSA COMPETITION MEMO IPC #18-03

To: All IMSA Prototype Challenge Presented By Mazda Participants

From: IMSA Competition

Date: April 4

Re: Team Portal Updates

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To all Teams:

The following enhancements have been added to IMSA's online system:

- ONLINE SEC ORDER FORM. SEC requests can now be submitted online from the Team Portal (see link: [Team SEC Online Requests](#) ). When submitting a request, please include each person's name and unique email address. An email will be sent to each person, notifying them that they have been listed on the specific event roster for your team along with registration hours and location.
- EVENT CONFIRMATION DECLARATIONS. The email notifying the Team Representative that the Event Confirmation Declaration has been approved will now include links for use when submitting a pre-sporting check change or declaration for the next Event. When using these links, several of the fields will be pre-populated with the information from the approved declaration, including driver names and transponder numbers.
- TIMS GUIDE. A new TIMS Guide is available on the Team Portal (see link: [TIMS Guide](#)). This Guide outlines which TIMS form should be used based on the time of the Event and the change/request being made.

For any questions, please email your Series Coordinator: Sarah Serle – [Sserle@IMSA.com](mailto:Sserle@IMSA.com)