

**Instructions for the General Public to put a Person's Name up for Consideration
by the National Induction Committee for Possible Induction
into the National Sprint Car Hall of Fame (revised 08/25/22):**

- 1) Submit a one-page biography of the individual to the executive director of the National Sprint Car Hall of Fame & Museum Foundation (P.O. Box 542, Knoxville, Iowa, 50138; bbaker@sprintcarhof.com; FAX: 641-842-6177) by September 1.
- 2) The biography must only be one-page only, fitting on an 8.5" x 11" piece of paper. It may be submitted as a hard-copy document via FAX or mail, or it may be submitted electronically as a Word document (.doc) or Adobe Acrobat file (.pdf) via e-mail.
- 3) The one-page biography should have the individual's name clearly placed at the top of the page. It should not have the submitter's name on the document, but only the biography highlighting the sprint car racing credentials of the person. It should not be submitted with any endorsements nor photos.
- 4) The submitter's name and his/her relationship to the individual should be stated in the cover memo accompanying the biography. The date of the submittal should also be noted in the cover memo.
- 5) A person's biography, received by September 1, will be sent to the National Induction Committee in the year that it is submitted with the nomination ballot for the following year's induction. A person's biography, received after September 1 but before January 1, will be sent with the nomination ballot in the following year.
- 6) If multiple biographies are submitted for the same person in the same year, preference will be given to the biography that is considered most complete. Once a biography has been submitted, it can be updated after a five-year period, and all biographies over five years old will be archived.
- 7) All biographies that are sent to National Induction Committee members will be prefaced by the following:
 - **THESE ARE NOT ENDORSED BY THE NSCHoF**
 - **THESE ARE PROVIDED FOR BACKGROUND INFO ONLY**
 - **NSCHoF ACCEPTS NO RESPONSIBILITY FOR THEIR ACCURACY**
- 8) The National Sprint Car Hall of Fame & Museum Foundation reserves the right to withhold a biography if it is believed to be inaccurate and/or incomplete.