

## **HYRA APPEALS PROCEDURES (Effective 6/22/99)**

1. Within 15 days of receiving the Protest Committee's written decision or its decision not to reopen a hearing, the appellant shall transmit the dated appeal to the HYRA Executive Secretary, which shall include a letter describing the grounds for the appeal (i.e., why the appellant believes the Protest Committee's interpretation of the rules to be incorrect), a copy of the Protest Committee decision and the filing fee required.
2. Any of the following documents in the appellant's possession shall be sent with the appeal or as soon as possible thereafter:
  - a. The protest form(s).
  - b. A diagram, prepared and endorsed by the protest committee, showing the force and direction of the wind; the set and rate of the current or tidal stream, if any; the course to the next mark, or the mark itself, and the required side; the positions and tracks of all yachts involved; and, if relevant, the depth of the water.
  - c. The Notice of Race, the Sailing Instructions, any other conditions governing the event, and any amendments thereto.
  - d. Any written statements submitted by the parties to the protest to the Protest Committee.
  - e. Any additional relevant documents.
  - f. The names and addresses of all parties to the protest and the Protest Committee Chairman.
3. Upon receipt of a valid appeal, the HYRA Executive Secretary shall send a notice of appeal to the Race Committee (or the Protest Committee if it was acting independently from the Race Committee), furnishing them a copy of the appeal and informing the Race Committee/Protest Committee of the documents supplied by the appellant.
4. The Race Committee/Protest Committee shall transmit to HYRA the documents listed in 2, above, that were not supplied by the appellant. The Race Committee/Protest Committee is, in effect, the defendant in the appeal process and shall also prepare a memorandum answering the charges of the appellant in full. All these documents are to be provided to HYRA within 15 days of receipt of the notice of appeal.
5. The HYRA Executive Secretary shall transmit copies of the appeal to the other parties to the protest. The HYRA Executive Secretary shall transmit to the appellant copies of documents listed in paragraph 2 above, that were not supplied by the appellant. The HYRA Executive Secretary shall transmit to any party to the protest upon request any of the documents listed in paragraph 2 above.

6. All parties to the protest and the Race Committee/Protest Committee may submit written comments on the appeal to the HYRA Executive Secretary within a reasonable time. The HYRA Executive Secretary shall transmit such comments to all parties to the protest and to the Race Committee/Protest Committee.
7. When the HYRA Executive Secretary has received all the documentation for the appeal, the appeal shall be forwarded to the HYRA Appeals Committee for processing.
8. The HYRA Executive Secretary shall transmit copies of the Appeals Committee's decision to all parties to the protest and to the Race Committee/Protest Committee.
9. An appellant may withdraw an appeal at any time by accepting the decision of the Protest Committee.