



**TRACTOR  
RESTORATION  
COMPETITION**



# TRACTOR RESTORATION COMPETITION

## 2020 INSTRUCTION BOOK



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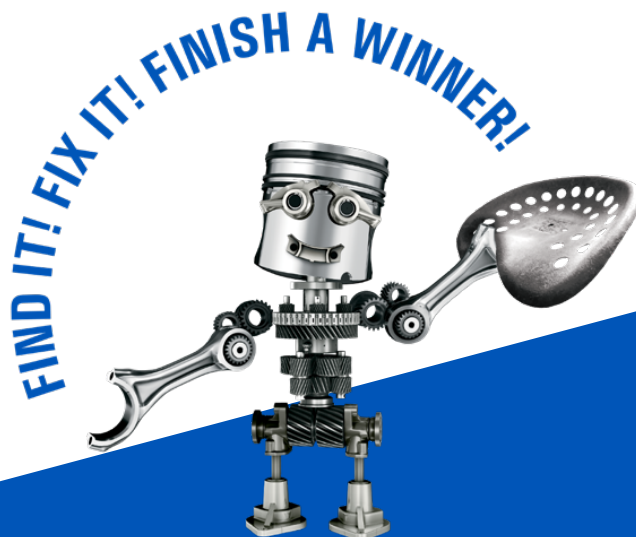
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# SECTION I

## INSTRUCTIONS AND GETTING STARTED



### COMPETITION OVERVIEW

Chevron is pleased to present the 2020 Delo® Tractor Restoration Competition (TRC). This highly anticipated, national program, is open to high school students. Now celebrating its 23rd year, the Delo TRC provides students with an array of opportunities to learn and grow — both professionally and personally — with hands-on exposure to real world, real-time skills.

The cornerstone of the competition is rooted in the clear demonstration of: 1) Technical/mechanical knowledge and skills; 2) Safety practices - a precise understanding of what is required and the documentation of those safety procedures implemented in every step of the process; and, 3) The ability to provide accurate, detailed records, and present them in an organized manner in your Restoration Report.

All Delo TRC entries are reviewed by our Pre-Judges for these criteria and 12 finalists are chosen to compete in the Finals in Indianapolis, Indiana in October. There, they orally present their restoration projects through pictures, video, and visual aids to demonstrate their skill and knowledge, as well as field questions from our panel of expert judges.

The Delo TRC is a lot of hard work, but it's also a lot of fun and provides the opportunity for nationwide recognition and prizes! The competition awards prizes totaling up to \$20,000 with the recognition of a Grand Champion, Reserve Champion, and Third Place, as well as ancillary competition awards. Whether you're involved with FFA, 4-H, Skills USA, or simply interested in agriculture and/or the restoration process, the Delo TRC is a rewarding experience which engages you, your families, educational advisors, mentors, and oftentimes entire communities!

**\$10,000 Grand Champion**  
**\$5,000 Reserve Grand Champion**  
**\$3,000 Third Place**

## GETTING STARTED

First and foremost, locate and secure an old tractor which needs a lot of love and attention! As a competitor - whether you're working solo or are part of a team - you'll work over the next few weeks and months to preserve the past and show the promise of the future through the complete restoration of a once-valuable, workhorse of a tractor. The end result? Your vintage tractor is transformed as a modern mechanical wonder and an important asset to our agricultural landscape.

You'll then begin the process of documentation of the tractor restoration experience, all of which will ultimately be submitted electronically in the official Restoration Report (instructions forthcoming in Section II). As you prepare, keep in mind that this is more than just a competition; it's an experience that showcases skills which will serve you throughout your lifetime, personally and professionally, which include:

- Project Management
- Safety Practices
- Time Management
- Problem Solving
- Budgeting
- Community Engagement & Fundraising
- Material Sourcing
- Records Management
- Effective Communication
- Presentation Skills
- Managing supplier sourcing and relationships

## IMPORTANT DATES

- April 30** Competition Instruction Book & Restoration Report templates download available at [DeloTractorRestoration.com](http://DeloTractorRestoration.com)
- August 17** Submission deadline for all entry components including Restoration Report, High Resolution Photos, and Video
- September 1** Fan Favorite Award voting begins (link goes live on [DeloTractorRestoration.com](http://DeloTractorRestoration.com))
- September 4** Cathy McCarty Hendrix Advisor of the Year nominations due
- September 9-12** Finalists announced live beginning at 5:30pm ET on the [TRC Facebook](https://www.facebook.com/TRCFacebook) page
- October 23** Fan Favorite Award voting closes
- October 28-29** Finals in Indianapolis
- October 28-30** FFA Show Favorite voting in the Chevron Delo Booth
- October 29** Awards Banquet, winners announced on the [TRC Facebook](https://www.facebook.com/TRCFacebook) page at approximately 8:00pm ET
- October 31** FFA Show Favorite winner announced on the [TRC Facebook](https://www.facebook.com/TRCFacebook) page

email [TRC@DeckelMoney Penny.com](mailto:TRC@DeckelMoney Penny.com) | text or call (502) 513-7001 | toll free (800) 501-746 | visit [DeloTractorRestoration.com](http://DeloTractorRestoration.com)

**Remember to stay tuned to our Facebook, Instagram, and Twitter feeds for all the important information you need!** [!\[\]\(e474458956c9a37fbf9586ddb60a7fa1\_img.jpg\)](#) [!\[\]\(4d1d3f2547aeece54bb6babd23f4121b\_img.jpg\)](#) [!\[\]\(ec45aa71601db5755c5e2662ad427708\_img.jpg\)](#)





# SECTION II

## COMPETITION ENTRY REQUIREMENTS



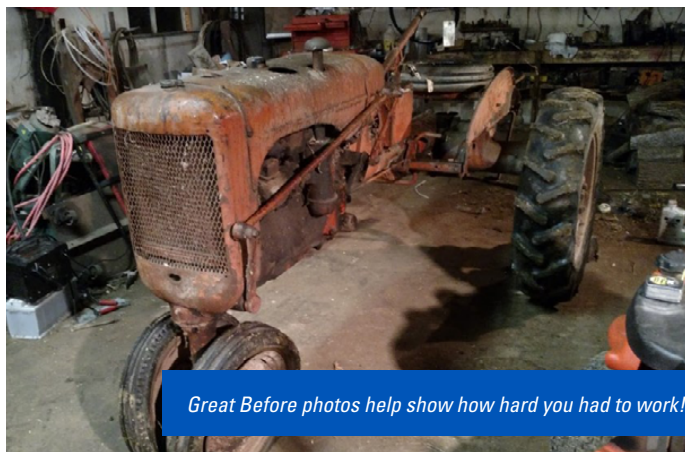
## RESTORATION REPORT PLANNING & REGISTRATION

### Planning

Please review this Instruction Book to ensure you are clear on all requirements, as well as download the [Resource Kit](#) available on [DeloTractorRestoration.com](#) beginning April 30, 2020.

The following pages provide the information to successfully document and complete the materials needed for an electronic submission. **See "Entry Submission Instructions" on page 24, for file specifications to ensure you know and understand them before you begin your documentation.** Detail is important; however, we recommend you keep your content clear and concise, limiting your report to approximately 50–100 pages. While the basics of getting started were covered in Section I, the following will give you more detail on the components and content for your entry:

- Once you've located your tractor, document everything you possibly can about it: where it was found, year it was manufactured, who the previous owners were (if known) and anything else that makes it stand apart. 'Before' photos are very important, as is the fact that your tractor has an internal combustion engine. Beginning in 2021, eligible tractors must be model year 1980 or earlier.
- Document the restoration with photography through the whole process, from finding the tractor to the final product. Include photos with descriptive captions in your report. Use as many photos as you like, however, brevity is always appreciated and can even stand out more.
- Video of the restoration process is optional, but can give you additional content to use in your video submission and/or Finals Presentation.

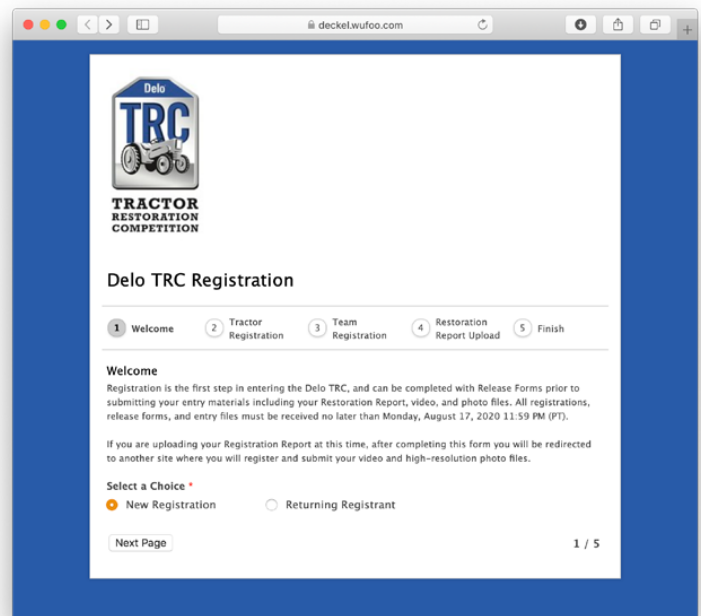


*Great Before photos help show how hard you had to work!*

## Registration & Entry

**NEW** this year will be a **completely online process** for registration and submitting all entry files. A link to the registration site will go live on [DeloTractorRestoration.com](http://DeloTractorRestoration.com) no later than April 30, 2020. Below is a list of components, for a complete Delo TRC entry or detailed instructions, file specifications, and upload procedures, see Section VI.

- Registration — basic information about your team and tractor (can be completed as early as April 30th!)
- File uploads:
  - Photo release — legal form signed by all participants or their legal guardians
  - Restoration Report PDF
  - (5) High-res images
  - 3-4 Minute video file



## RESTORATION REPORT CONTENT REQUIREMENTS

Templates are available in the [Resource Kit](#) downloads in Microsoft Word® and Excel® (see [page 12](#) for more information) Participants are encouraged to use these, however, you may use any other word processing or document layout software if you wish. PDF versions of the templates are available in the [Resource Kit](#) for formatting reference if you are not able to open the Microsoft Office file formats, but it is not required to use these to match the look and overall formatting of the template.

### Requirements

- PDF preferred, but we will also accept Microsoft Word or PowerPoint, and Apple Pages or Keynote
- 25MB limit to upload directly to the Registration and
- Entry site, or for larger files we can accept direct download links to file sharing sites like [Dropbox.com](https://www.dropbox.com), [Hightail.com](https://www.hightail.com), [Google Drive](https://www.google.com/drive), etc.
- Report sections
  - Cover Page (must include your name(s), school or chapter name, and a photo of your tractor with the year, make and model)
  - Table of Contents
  - Your Story
  - Your Tractor's Story
  - Restoration Process: Engine, Transmission, Final Drive, Ancillary Systems, Auxiliary Systems, External Appearance
  - Labor Report
  - Expense Report
  - Safety Report
  - Discovery Essay

### Guidelines

#### Your Story

This portion is truly your story, so it is up to you how to tell it, but below are some questions that might get you thinking.

- What compelled you to enter the 2020 Delo TRC?
- Did you grow up in an agricultural/farming community?
- Have you always been interested in agriculture and/or machinery?
- Is your family/community a driving force in your interest?
- Have you restored other tractors or vehicles?
- Do you want to ultimately work in an agricultural capacity as a career?
- What other hobbies or interests do you have

#### Your Tractor's Story

This section is also one that can be told in many ways. Here are a few questions to give you ideas on content that could be included here.

- How did you find this tractor?
- Why did you choose this one to restore?
- How was the tractor used?
- How did it fall into disrepair?
- Was there anything significant about this tractor in terms of technology at the time, how it fit into the larger industry, or that manufacturer's line?
- Is there anything to note about the overall condition that does not fall into the later sections?





## Restoration Process

Summarize the overall condition of each section of your tractor before work began, and what work was done to restore it. Be descriptive and thorough, but as concise as possible. Support your narrative with photos and captions and highlight any interesting or unusual features in all sections.



A picture is worth

**1,000 words**

### Engine

- Did it run? Were any tests performed to determine its condition?
- Was it stuck? How was it disassembled without damaging its components?
- Describe in detail what was involved in the restoration of the engine — including but not limited to — cylinder bores, pistons, bearings, valves, etc.

### Transmission

- Include in your summary of the overall condition any of the following that apply: clutch, torque converter, torque amplifier, hydrostat drive, etc.
- Describe in detail what was involved in the restoration of these components; examples include bearings, seals, gears, clutch linings, clutch packs, etc.

### Final Drive

- Include in your summary of the overall condition any of the following that apply: differential, ring and pinion, axles, steering clutches (e.g. crawler tractors), wheels or tracks, brakes, etc.
- Describe in detail what was involved in the restoration of these components, such as bearings, gears, shafts, seals, etc.

### Ancillary Systems — The components that are primary to the function of the tractor

- Include in your summary of the overall condition any of the following that apply: fuel system, cooling system, governor, ignition system, steering system, electrical charging system, starting system, etc.
- Describe in detail what was involved in the restoration of these components.

### Auxiliary Systems — The supporting systems for the tractor's usefulness

- Include in your summary of the overall condition any of the following that apply: seat, hydraulic system, 3-point hitch, power take off, lighting, and instrumentation.
- Describe in detail what was involved in the restoration of these components, seat suspension parts, hydraulic seals, valves, piping, PTO clutches, gauges, cab upholstery, heating, air conditioning etc.

### External Appearance

- Include in your summary the overall appearance of your project before you started working on it: was sheet metal missing, dented, rusted through? Did it have a cab and what condition was it in? The condition of the grill and fenders, etc.?
- Describe in detail what was involved in the restoration of the hood, fenders, grill, etc. Was body work performed? Was welding required? Was glass replaced in the cab? What were the steps used in painting? Were decals and emblems purchased?
- Be sure to include photos that specifically show the sheet metal fit and finish.



## Labor Report

- This report should accurately document the hours you spent on your project along with hours worked by others who helped, including engine, electrical, diesel, or other machine shop services used.
- This report is an important part of the Restoration Report and should include the dates all work was performed, who did the work, a brief description of the work performed, hours spent that day, and any resources used.
- Please total the hours used at the end of the report.
- You'll find a sample labor report following in Section III.

Date	Name	Description of Work	Hours	Resources
10/1/2018	John Doe	Worked on engine	2.00	None
10/2/2018	John Doe	Worked on engine	2.00	None
10/3/2018	John Doe	Worked on engine	2.00	None
10/4/2018	John Doe	Worked on engine	2.00	None
10/5/2018	John Doe	Worked on engine	2.00	None
10/6/2018	John Doe	Worked on engine	2.00	None
10/7/2018	John Doe	Worked on engine	2.00	None
10/8/2018	John Doe	Worked on engine	2.00	None
10/9/2018	John Doe	Worked on engine	2.00	None
10/10/2018	John Doe	Worked on engine	2.00	None
10/11/2018	John Doe	Worked on engine	2.00	None
10/12/2018	John Doe	Worked on engine	2.00	None
10/13/2018	John Doe	Worked on engine	2.00	None
10/14/2018	John Doe	Worked on engine	2.00	None
10/15/2018	John Doe	Worked on engine	2.00	None
10/16/2018	John Doe	Worked on engine	2.00	None
10/17/2018	John Doe	Worked on engine	2.00	None
10/18/2018	John Doe	Worked on engine	2.00	None
10/19/2018	John Doe	Worked on engine	2.00	None
10/20/2018	John Doe	Worked on engine	2.00	None
10/21/2018	John Doe	Worked on engine	2.00	None
10/22/2018	John Doe	Worked on engine	2.00	None
10/23/2018	John Doe	Worked on engine	2.00	None
10/24/2018	John Doe	Worked on engine	2.00	None
10/25/2018	John Doe	Worked on engine	2.00	None
10/26/2018	John Doe	Worked on engine	2.00	None
10/27/2018	John Doe	Worked on engine	2.00	None
10/28/2018	John Doe	Worked on engine	2.00	None
10/29/2018	John Doe	Worked on engine	2.00	None
10/30/2018	John Doe	Worked on engine	2.00	None
10/31/2018	John Doe	Worked on engine	2.00	None
11/1/2018	John Doe	Worked on engine	2.00	None
11/2/2018	John Doe	Worked on engine	2.00	None
11/3/2018	John Doe	Worked on engine	2.00	None
11/4/2018	John Doe	Worked on engine	2.00	None
11/5/2018	John Doe	Worked on engine	2.00	None
11/6/2018	John Doe	Worked on engine	2.00	None
11/7/2018	John Doe	Worked on engine	2.00	None
11/8/2018	John Doe	Worked on engine	2.00	None
11/9/2018	John Doe	Worked on engine	2.00	None
11/10/2018	John Doe	Worked on engine	2.00	None
11/11/2018	John Doe	Worked on engine	2.00	None
11/12/2018	John Doe	Worked on engine	2.00	None
11/13/2018	John Doe	Worked on engine	2.00	None
11/14/2018	John Doe	Worked on engine	2.00	None
11/15/2018	John Doe	Worked on engine	2.00	None
11/16/2018	John Doe	Worked on engine	2.00	None
11/17/2018	John Doe	Worked on engine	2.00	None
11/18/2018	John Doe	Worked on engine	2.00	None
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11/24/2018	John Doe	Worked on engine	2.00	None
11/25/2018	John Doe	Worked on engine	2.00	None
11/26/2018	John Doe	Worked on engine	2.00	None
11/27/2018	John Doe	Worked on engine	2.00	None
11/28/2018	John Doe	Worked on engine	2.00	None
11/29/2018	John Doe	Worked on engine	2.00	None
11/30/2018	John Doe	Worked on engine	2.00	None
12/1/2018	John Doe	Worked on engine	2.00	None
12/2/2018	John Doe	Worked on engine	2.00	None
12/3/2018	John Doe	Worked on engine	2.00	None
12/4/2018	John Doe	Worked on engine	2.00	None
12/5/2018	John Doe	Worked on engine	2.00	None
12/6/2018	John Doe	Worked on engine	2.00	None
12/7/2018	John Doe	Worked on engine	2.00	None
12/8/2018	John Doe	Worked on engine	2.00	None
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12/10/2018	John Doe	Worked on engine	2.00	None
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12/14/2018	John Doe	Worked on engine	2.00	None
12/15/2018	John Doe	Worked on engine	2.00	None
12/16/2018	John Doe	Worked on engine	2.00	None
12/17/2018	John Doe	Worked on engine	2.00	None
12/18/2018	John Doe	Worked on engine	2.00	None
12/19/2018	John Doe	Worked on engine	2.00	None
12/20/2018	John Doe	Worked on engine	2.00	None
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12/27/2018	John Doe	Worked on engine	2.00	None
12/28/2018	John Doe	Worked on engine	2.00	None
12/29/2018	John Doe	Worked on engine	2.00	None
12/30/2018	John Doe	Worked on engine	2.00	None
12/31/2018	John Doe	Worked on engine	2.00	None

## Discovery Essay

This section is a brief 1-2 pages essay describing what you and or you/ your team learned and experienced during the restoration. This is your opportunity to tell the story of your restoration. Here are some tips for what to include:

- What was the best part of the project? The most memorable? The most rewarding?
- What did you learn about yourself? Your teammates?
- Describe any teamwork required to be successful: how did you divide the work? Track your time and expenses? Plan and manage your budget?
- What did you learn about yourself that surprised you?
- What would you do differently, if anything, if you had to do it all over again?
- What was the most special thing about your tractor?

## Expense Report

- This report should accurately document your expenses for this project.
- This report is an important part of the Restoration Report and should include all parts and supplies purchased, a brief description of the items, the costs and where they were purchased.
- Please total the cost of the purchased items and include an estimated value for any donated items.
- You'll find a sample expense report following in Section III.



Remember that

**Safety is a top priority**

## Safety Report

- Safety is a Chevron **top priority** for this competition.
- Document all safety precautions used during the restoration of this project including photos that show lifting equipment, stands, welding safety, sand blasting and painting equipment, etc.
- Document all personal protective equipment used during restoration including photos of gloves, safety eyewear, dust masks, sand blasting protections, paint suits, breathing apparatus, etc.
- Document any safety features on your finished project such as guards, safety decals, flashing lights, etc., and do not be concerned if your project has few safety features, we understand that many older tractors were built with very few of these.
- Remember that **safety is your primary concern**; plan appropriately before you begin each phase of your restoration and consider safety planning with a Job Safety Analysis (JSA) for which templates can be found online.





# VIDEO SUBMISSION

Video adds compelling and engaging sight, sound and motion; however, you may also use still photos to create portions of your video. Please keep in mind, the judges need to see and hear your tractor running, therefore **footage of starting and running** is required so they can see your restoration project is complete! Any submission received without a video will be disqualified, as our judges view the videos for pertinent visual context and information regarding your restoration. The videos will also be uploaded to the TRC YouTube account and made available for viewing to anyone voting for the Fan Favorite Award. Don't be afraid to get creative and tell your story!



Remember the TRC is sponsored by Delo

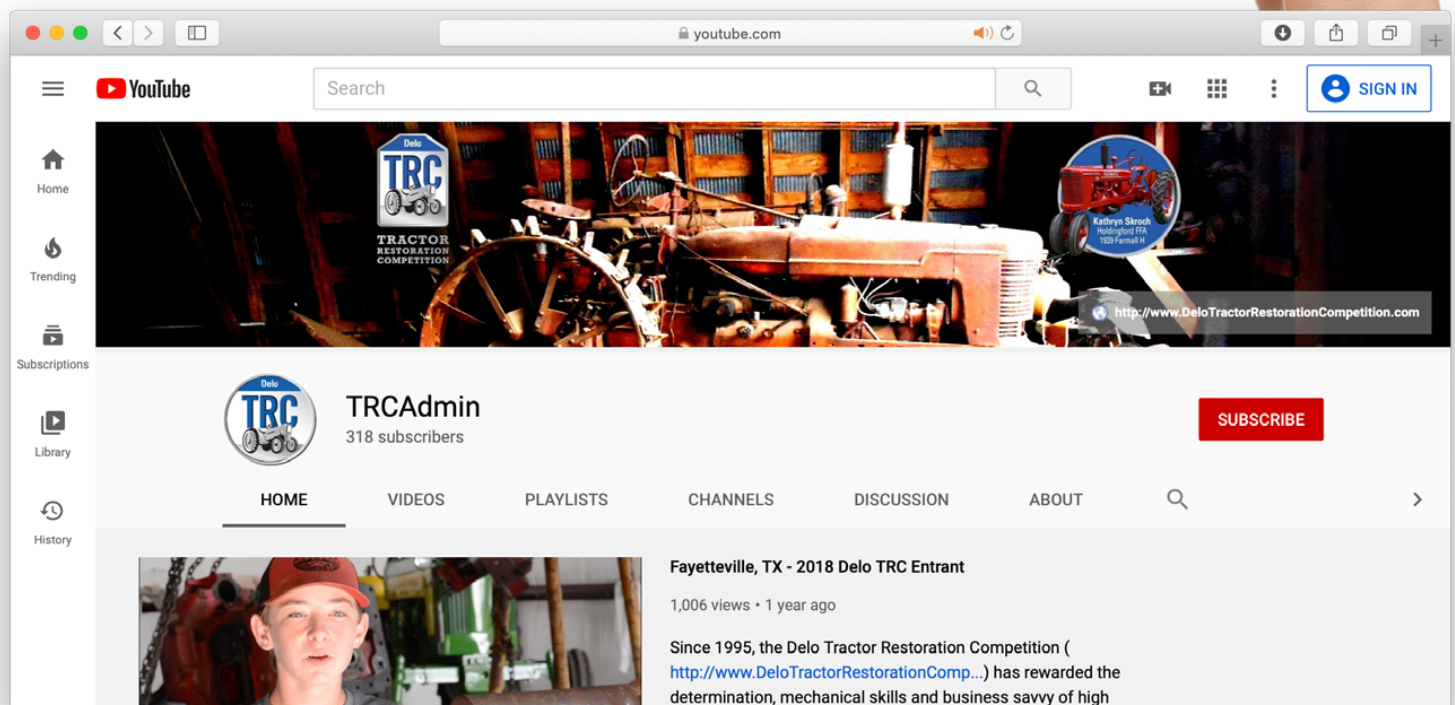
**rhymes with Jello**

## Requirements

- 2GB maximum file size
- AVI, FLV, MOV, MP4, MPEGs, WMV file types accepted
- 3-4 minutes in length
- A 360-degree walk around of the finished tractor so the judges can view the restoration from all angles.
- The tractor being started from the driver's seat or hand cranking position.
- Functioning gauges
- Operating the tractor in forward (through all gears) and in reverse.
- Operation of PTO, brakes, hydraulics, three-point hitch, etc.

## Guidelines

- Capture **horizontal video** for maximum impact on-screen
- Get creative and tell your story!
- Integrate a combination of video and still images
- A variety of software is available for video creation including Microsoft Power Point, Apple Keynote, iMovie, OpenShot,
- Royalty-free music can easily be found online including ([FreeMusicArchive.org](http://FreeMusicArchive.org) is a good resource) and is your best option if you wish to feature a musical 'soundtrack' in your video. Why? While you may wish to include a song by a top artist, his/her music is likely protected by copyright laws and unauthorized usage is copyright infringement and may result in your video being removed from TRC social channels.



# PHOTOGRAPHY

It is important to utilize photography to document your restoration process from start to finish. This includes Before photos showing the condition of your tractor, and if possible, the location where you found it. You should also capture details of the restoration work along the way; include yourself and your teammates in the photos so the judges can see you in action. Remember to follow all appropriate safety procedures to showcase your know-how! And finally, get some amazing After shots of your completed restoration. It is important to get some shots of the tractor on its own, as well as with you and your team.

You will include your photos in your Restoration Report with descriptive captions. You will also choose five favorites to submit as individual files. These will be used on TRC social media, made available to those voting for the Fan Favorite Award, and for use on the TRC Finalists' calendar.

## Requirements

- Five image files
  - At least 300 DPI at 8" x 10"
  - 5MB maximum file size
  - BMP, GIF, JPEG, JPG, PNG, TIF file types accepted
  - Submitted separately from Restoration Report PDF file
- Photographic documentation of the restoration process included in the body of the Restoration Report
  - Before image of the original condition
  - Documentation of work in progress
  - After images of completed restoration
  - Descriptive captions for all

## Guidelines

- When capturing photos that could be your main before, after and final restoration images, be sure to set your camera/phone to the highest resolution setting. The five image files that are uploaded separately should be the absolute highest quality you have available. They may be reproduced at large scale if you are a Finalist.
- Aspect ratio of 4:3 in a landscape orientation work best for multiple uses for the five image files (social media, Fan Favorite voting, calendar)
- Choose interesting and/or attractive backgrounds for your After photos, e.g. a school sign, farm field, barn etc.
- If photos are not inserted into your document properly they may move around; search for help on your software's website for how to properly insert them.
- You may use downsized image files or image compression on the images within your report to manage the size of your final Report output size. However, remember that the judges need to be able to zoom in and see detail so don't make your images too small.





# THE RESTORATION REPORT DO'S AND DON'TS

- Do submit your registration online as early as possible. NEW this year, registration and all entry material submissions are done through our online process. The registration can be submitted as soon as the competition materials are published independently of the entry materials or at the same time.
- Upon submission of your registration and/or entry materials, you will receive an automatic email confirmation. Within two business days, you will receive an email from a TRC Program Coordinator to confirm your entry is complete or notification of any issues. If you do not receive a confirmation, please text or call (502) 513-7001 or call toll free (800) 501-7469.
- Do remember this is a project sponsored by Delo (rhymes with "Jello").
- If you would like Delo products donated for your restoration, see page 13 for instructions on how to locate a Chevron marketer/distributor to request them. (Note: It is highly suggested not to include competitive products in your workbook or video since this competition is sponsored by Delo.)
- Photos help tell your story so do use as many as you wish in your workbook to document your project. They should be large enough to see what is going on and include brief captions, so the judges know what you are describing/showing.
- Don't take credit for work you did not perform. If you use an outside source to help with any portion of the restoration effort, document it.
- Don't assume the judges know as much about your tractor and/or farming as you do. Even though the judges are professionals, present your work with full descriptions, making it as self-explanatory as possible.
- Don't include information that is not relevant. Review each section and ask yourself "Is all this information necessary? Have I missed anything important?"
- Don't use copyrighted music in your video. It could result in your video being removed from TRC social channels.

## Finals Presentation

If selected as one of 12 Delo TRC Finalists, you will be invited to present your project during the National Finals, co-located with the National FFA Convention, this coming October in Indianapolis. Delo TRC judges are vastly experienced in tractor restoration and will listen carefully to your oral presentation, then ask a variety of detailed questions. Making a compelling – winning! – presentation takes confidence, knowledge, and a lot of preparation. You've restored your tractor, you've made it to Indy and the stage is now yours. The following are some tips we've gathered from the pros to help you deliver a knockout presentation.

## Requirements

- Advisors, friends, and family of presenting teams are welcome to watch presentations. No competitors will be allowed in the room during another's presentation.
- 10 minutes total for set-up and tear down
- 20 minutes to present
- 15 minutes for Q&A

## Guidelines

- Start with an outline of what you want to cover, identifying key points as you want to feature all the highlights of your project including what you learned.
- Determine how you want to present your information and organize it, so it makes sense to the judges.
- A digital presentation is recommended, but not required. There will be a lectern with a microphone, projector and screen, and an 8' table available for your use. A laptop is provided and you can send your presentation file to the TRC Coordinator ahead of time, bring it on a USB drive, or bring your own laptop (HDMI and USB-C available).



- Practice, practice, practice! Rehearse in front of friends and family and ask for their feedback remembering that all feedback is good feedback.
- Tell your story using visuals: Bring old tractor parts and describe to the judges how each piece worked as you disassembled your tractor. Talk about the challenges you encountered when you began your project and how you solved them. But remember, props and demonstrations are great provided they help tell your story because at the end of the day you were the one in the driver's seat – not the props – making it all happen.
- With more than one presenter, it's recommended that each member of a team choose an area of expertise on which to focus. Be a subject matter expert for your particular role in the restoration. If one team member will graduate the year before your submission, be sure and transfer the knowledge so another student can tell the story.
- There are a number of excellent public speaking organizations to help guide you, such as [Toastmasters.org](https://www.toastmasters.org) which offer fellowship and structure for learning and polishing your public speaking skills.
- And finally, don't be shy, relax and be confident, entertain your audience, this is your moment!

# SECTION III

## RESOURCES



### REPORT TEMPLATES

All templates are available for download on [DeloTractorRestoration.com](http://DeloTractorRestoration.com) in Microsoft Office and PDF formats. Using these templates is optional.

#### Restoration Report

A Restoration Report template is available in Microsoft Word, as well as a PDF for reference in case you are not able to open Word files, but you may use any program to create your entry. Please keep in mind that your cover page must follow the format provided in the template and include you and/or your team name, school or FFA, a photo of your restored tractor with a caption and the year, make and model of the tractor. Apache OpenOffice Writer is a free open source word processing software that can even open our Word template to get you started..

#### Expense Report

This should be used to document you and/or your team's expenses, along with donated goods and services for the duration of your restoration. A template is available in Excel and PDF formats in the template packet available for download on the TRC website. Even if you don't use the template, your report must include the date, vendor or provider, a description and the amount. You can also include additional items such as the invoice number, part numbers, etc. Remember to include the estimated value of the donations received and total all expenses at the end of your report.

#### Labor Report

This should be used to document you and/or your team's time spent on the renovation for the entire duration of your restoration. This is available as Excel and PDF formats. Even if you do not use the template, your records should follow this format to include the date, worker name(s), hours, and a description of the work performed. You should also include totals for the number of hours worked by you/your team as well as any additional helpers or advisors. You do not need to provide separate totals for interior and exterior work.

### I&T MANUALS

[Clymer Manuals](#) will provide any TRC participant an I&T Shop Service Manual for their tractor free of charge. Email [matttusken@haynes.com](mailto:matttusken@haynes.com) and [reedtrueblood@haynes.com](mailto:reedtrueblood@haynes.com) to make your request.

[I&T Shop Service manuals](#) have long been the trusted source for all levels of mechanics. Each I&T manual covers removal, overhaul, installation and adjustment procedures of various assemblies and sub-assemblies. Each I&T manual includes:

- Hundreds of photos, illustrations and exploded views
- An easy to use format for quick and handy reference
- Content written for the mechanic by industry professionals
- Wiring diagrams in select titles



## SAFETY CHECKLIST

Safety is a top priority for the Chevron Delo Tractor Restoration Competition. We strongly encourage students and advisors to adhere to all of our recommended safety tips. Following are some basic guidelines, however, we urge you to practice safety in every phase of your restoration:

- ☐ Always wear eye and ear protection and a dust mask.
- ☐ If using any type of paint, solvent, chemicals or sanding, always use:
  - ☐ Protective gloves
  - ☐ Long sleeves
  - ☐ No loose clothing
  - ☐ Proper breathing & face protection
- ☐ Use proper jack stands and lifts designed for the job you are working on or you may encounter life-changing consequences. Use redundant supports when possible, and never take chances.
- ☐ Dispose of chemicals and solvents properly to protect yourselves and our environment.
- ☐ Keep your work area clean and organized, reduce trip hazards and always have a second egress.
- ☐ Always have fire protection equipment in your work area and at hand just in case you need it.
- ☐ Keep a first aid kit available, present, and stocked.
- ☐ Consider safety planning with a Job Safety Analysis (JSA) for which templates can be found online.



## FILE FORMATTING

Your Restoration Report files may be quite large, mostly due to the number of photos included in your report and cannot be sent as an attachment via regular email. There are a variety of ways to transmit large files online; below are a few options that may work for your needs:

- [Hightail](#) offers free limited service to upload and send large files
- [iCloud](#) for Apple product users
- [OneDrive](#) for Microsoft product users
- [Google Drive](#) requires a Google account
- [Dropbox](#) free account with storage up to 2GB

If you experience any difficulties with an electronic upload, or would like to receive a link to upload to our Dropbox account, email our TRC Coordinator at [TRC@DeckelMoney Penny.com](mailto:TRC@DeckelMoney Penny.com), text or call (502) 513-7001, or call 1-800-501-7469. Please note, all electronic entries must be received by midnight Monday, August 17, 2020.

We also strongly recommend that your final report be converted to a PDF file and submitted as such, however, this is not mandated. With Microsoft Word 2007 and all later versions, simply **save your document as a .pdf file** (ex: JaneDoeDeloTRC2020Report.pdf).

If you're using Google Docs, you can share a link to download as a PDF. On a Mac, simply use the PDF dropdown menu from the Print dialog in any word processing software. If none of these methods work for you, download a free PDF converter like PrimoPDF.

## DELO PRODUCT REQUESTS

To request official Chevron Delo products for your 2020 tractor restoration, follow these simple steps:

### For Students & Student Teams

- Use the Chevron Marketer Locator ([chevronlubricants.com/en\\_us/home/where-to-buy/find-a-distributor.html](http://chevronlubricants.com/en_us/home/where-to-buy/find-a-distributor.html)) to find a Delo (rhymes with Jello) distributor near you.
- Contact your local marketer via phone, email or in person with a list of products you need and request the donation
- For questions or further guidance contact our TRC Coordinator at [TRC@DeckelMoney Penny.com](mailto:TRC@DeckelMoney Penny.com), text or call (502) 513-7001, or call 1-800-501-7469.

### For Chevron Marketers

For specific information about this program or your maximum program allowance, refer to your Lubrication Marketing Manager or Lubrication Sales Manager. If you have questions about the student team eligibility or would like more details about the competition, visit [DeloTractorRestoration.com](http://DeloTractorRestoration.com), or contact our TRC Coordinator at [TRC@DeckelMoney Penny.com](mailto:TRC@DeckelMoney Penny.com), text or call (502) 513-7001, or call 1-800-501-7469.

# Delo Protection for Agricultural Equipment



## Engine Crankcase

- Delo 400 SDE SAE 15W-40
- Delo 400 XLE SAE 15W-40
- Delo 400 XLE SAE 10W-30

## Coolant System

Delo ELC Antifreeze/Coolant  
Delo XLC Antifreeze/Coolant



## Hydraulic System

- Chevron Synthetic All Weather THF
- Chevron 1000 THF



## Differentials & Gear Drives

- Chevron Synthetic All Weather THF (Single Sump Design)
- Chevron 1000 THF (Single Sump Design)
- Delo Syn-Gear XDM SAE 75W-90
- Delo Syn-Gear HD SAE 75W-90
- Delo Gear EP-5 SAW 80W-90
- Delo Gear ESI® Transmissions



## Bearings

Delo Grease ESI EP2  
Delo Grease ESI HD EP  
Delo Grease EP  
Delo Starplex® EP



## Transmissions (Manual & Automatic)

- Chevron Synthetic All Weather THF (Single Sump Design)
- Chevron 1000 THF (Single Sump Design)
- Delo Syn ATF HD
- Delo Syn-Trans XE SAE 75W-90
- Delo Syn-Trans HD SAE 50

## Available as ISOCLEAN® Certified

The product recommendations provide general guidelines for use in tractors. All tractor manufacturers have different coolant and lubricant requirements and recommendations. It will be important to contact a Chevron representative or refer to the Original Equipment Manufacturer manual to confirm the proper product is used for the application. Visit [chevron-gsc.force.com/lubeteksupport](http://chevron-gsc.force.com/lubeteksupport) for confirmation of specific OEM specifications.

## TIP:

Need Delo products for your restoration?

See page 13 for details of how to request Delo product donation.

DLPTAGEQST\_06-18



**Delo®**  
Let's go further™



# INSTRUCTOR/ADVISOR COMPETITION PLAN

## High School Student Coursework for Agriculture, Career, and Technology Educators and Advisors

For over 20 years, the Delo Tractor Restoration Competition (Delo TRC) has provided an opportunity for high school students to learn valuable life skills they can use in their post-academic careers. Lifelong friendships are developed as students learn hands-on and engage the community for assistance in their project. Working individually or in teams, entrants compete for prizes totaling as much as \$20,000 and learn valuable life skills in the process.

### Objective

Through a comprehensive tractor restoration, students will learn valuable life skills including:

- Project-Based Learning
- Project and Record Management
- Budgeting and Fundraising
- Time Management
- Planning and Sourcing
- Project Documentation
- Safety Procedures
- Teamwork
- Presentation Skills

### Skills Required

- Curiosity
- Motivation
- Organization
- Communication
- Mechanical
- Tenacity

### Materials

- Old tractor
- Source or repair parts
- Community support for resources, expertise & fundraising



The Delo TRC program provides the perfect opportunity not only for hands-on learning and the application of skill sets, but teamwork, leadership development, project management and interview skills. No other program has provided such a complete experience for my students. As a teacher and parent of students who have participated over the years, I've found it provides the confidence and skills to be successful in any career choice. My former students' careers range from the medical field to agriculture teacher. As an educator, the Delo TRC is a tool for me to continue making a positive impact on the education and lives of my students."

### BUSTER PADGETT

**Agriscience Instructor/FFA Advisor  
Eufaula High School – Eufaula, Alabama**

*Advisor since 1997 to 18 team and individual entrants including 13 Finalists and three prize-winning teams*

*Parent to Jake Padgett 2008 Grand Champion, Zach Padgett 2008 Grand Champion & 2011 Reserve Champion, and Luke Padgett 2019 Finalist*

This Competition Plan is designed to create and grow leaders in your community. For more information on the Delo TRC, visit [DeloTractorRestoration.com](http://DeloTractorRestoration.com) or email at [TRC@DeckelMoneypenny.com](mailto:TRC@DeckelMoneypenny.com), text or call (502) 513-7001, or call toll free (800) 501-7469.

For more information about Delo for the Agriculture industry, visit [DeloPerformance.com](http://DeloPerformance.com).



Before & After: 2019 Delo TRC Finalists Eufaula High School FFA, Eufaula, AL, 1953 Ferguson T030

# SECTION IV

## AWARDS & CRITERIA



### TRACTOR RESTORATION AWARDS

Once all of the Restoration Reports and entry materials are received, they are reviewed by our pre-judges. All experts in tractor restoration, they evaluate the reports on the various aspects of the restoration from the final drive to the paint job, as well as the execution of the report itself. But the most important components they evaluate is the clear demonstration of mechanical and technical knowledge combined with proper safety procedures.

Once the pre-judges' scores are totaled and combined, the top scoring 12 teams are named the #2020DeloTRC Finalists. These Finalists will be announced live on [Facebook](#) on Wednesday September 9, 2020. Finalists will be notified of their assigned presentation time by a TRC Coordinator no later than Friday, September 11, 2020. Then the Finalists have seven short weeks to prepare themselves to present their restorations in front of our panel of four veteran TRC Judges.

The awards for Grand Champion, Reserve Grand Champion, and Third Place along with all the other awards listed here (except FFA Show Favorite) will be awarded at the TRC Banquet on Thursday, October 29, 2020 and announced on the [TRC Facebook](#) page by approximately 8:00pm ET.

- **Grand Champion – \$10,000** and the opportunity to show your restored tractor and represent the TRC program at the 2021 Farm Progress Show in Decatur, Illinois and the 2021 FFA National Convention in Indianapolis, Indiana
- **Reserve Grand Champion – \$5,000** and the opportunity to fulfill the role of TRC ambassador should the Grand Champion not be able to attend one or both of the shows
- **Third Place – \$3,000**

### FAN FAVORITE AWARD

In past years known at the 'Best Video Contest' this award has an exciting new name this year – the 'Fan Favorite Award' – because while it's an official component of your Delo TRC entry, the award is actually bestowed on the entrant whose video, photos, and 1,000 word description received the most votes on [DeloTRCVoting.com](#) (note this site is only live during the voting window). These votes are cast by the public as well as your friends and family, because after all, they are your biggest fans!



Utilize local media to spread the word and  
**engage your community**



Each of your entries for the TRC competition will automatically be entered into the Fan Favorite Award. While this contest has been designed to engage your families, friends, and your communities, it is primarily designed to showcase your creativity, along with the 'fun factor' of the competition. Please note, all video votes do not affect the final outcome of the official competition.

- Votes will be captured electronically at [DeloTRCVoting.com](https://DeloTRCVoting.com).
- Voting will begin Tuesday, September 1, 2020 and conclude Friday, October 23, 2020.
- A maximum of three votes a day are allowed from each email address.
- No voting automation software tools may be used.
- The winner and runner up will be the individuals/teams which garner the most and second most votes.
- Video voting prizes for the first-place winner(s) and runner(s) up will be awarded to each member of the team for up to a total seven team members.
- First place will receive one Holy Stone GPS FPV RC Drone HS100 per team member up to seven. Teams with more than seven members may request a gift card in lieu of the drone for a total of \$1,050.
- The runner-up will receive one Bose® Bluetooth wireless speaker per team member up to seven. Teams with more than seven members may request a gift cards in lieu of the speakers for \$700.

## BEST PHOTO AWARD

The competition for this award is always high! So many of our entrants include high-quality photography with their entries, our judges always have a hard time making their selections. All entries are automatically entered for this award using the five high-res photo files submitted.

- Judges are photography, creative, and/or design professionals appointed by Chevron.
- All photos will be judged by Chevron appointed representatives on the following criteria: composition, cropping, resolution, scenery, and overall quality.
- The Best Photo winner will receive a framed print of the chosen photo, plus a \$100 gift card per team member featured in the photo, up to seven members.
- While in 2020 we're all fairly good photographers using our smartphones, we don't encourage selfies; consider engaging a local photographer or experienced amateur/friend who's really good at taking professional-grade shots.



## BEST PRESENTATION AWARD

The ability to effectively present your ideas to others with confidence and clarity is an invaluable skill no matter what your career path. In addition to mechanical skills, knowledge and application of safety procedures, and written communication skills, the Delo Tractor Restoration Competition will be a test of Finalists' oral delivery.

- The judges are Chevron representatives who will evaluate:
  - Presentation skills
    - Confidence – body language, voice projection and clarity, reliance on notes/reading rather than presenting
    - Mastery of the subject – understanding of the content, divergence from the Restoration Report, equal participation among team members
    - Quality of communication – information is clear and concise, tell a story or recitation of facts, balance between slides and verbal communication
  - Visual aids, props, and creativity
  - Prepared and organized
- The winner of the Best Presentation Award will be selected from the Finalists who present in Indianapolis.
- The winner will receive a \$100 gift card per team member who participates in the live presentation, up to seven members. Restoration team members who do not present to the judges are not eligible.



## FFA SHOW FAVORITE AWARD

The FFA Show Favorite Award is an opportunity for anyone attending the FFA National Expo in Indianapolis to vote for their favorite TRC entry and always generates a lot of excitement (and healthy competition) at the show.

- All voting will take place in the Chevron Delo booth on the expo floor.
- Attendees will vote on iPads that show information for each entry including before and after photos, team name and location, and hours worked on the restoration.
- Entry videos will be displayed on a monitor in the booth on a loop.
- Votes can be cast during expo hours Wednesday, Thursday, and Friday.
- The entry that receives the most votes will be announced on TRC social media on Saturday, October 31, 2020.
- The winner will receive a \$100 gift card per team member, up to seven members.



## CATHY MCCARTY HENDRIX ADVISOR OF THE YEAR AWARD



This award has been named in honor of Cathy McCarty Hendrix who coordinated the TRC program for over 10 years. Cathy was known for her warmth, drive, and passionate commitment to the TRC program. While Cathy loved the program, she was even more dedicated to the young individuals who took part in it. It is in her name that we honor the dedication of our TRC advisors. It is their spirit and commitment to not only teaching these students skills, but how to become young adults and future leaders that is the lifeblood of this program.

To all of our participants this year, we want you to think about the contributions of your advisor(s) to your project. They are the unsung heroes who are already winners to so many of you; they've been with you, nights and weekends, and on call, in every phase of your restoration. And now, Chevron wants to give you the opportunity

to recognize them with our 2020 Delo TRC Advisor of the Year Award which includes a trophy and \$1,000 gift card. To nominate your advisor:

- Write a 250-1,000 word nomination letter about your restoration experience and how your advisor embodies the spirit of the award.
- Include you/your team's name, advisor(s) name, and at least one contact phone and email of a nominator.
- Email your nomination to [TRC@DeckelMoney Penny.com](mailto:TRC@DeckelMoney Penny.com) by Friday, September 4 2020.
- Nominations for this award are open to any adult serving in an advisory or mentor capacity to a valid TRC – not only an official FFA/4H advisor or teacher.
- The advisor(s) name(s) must be listed on the official entry registration to qualify.
- Each advisor can only be nominated once per entrant/team. In the event of multiple advisors nominated by one entrant/team and selected as the winners, the prize will be equally divided among the respective advisors.
- Winners do not need to be present at the TRC Awards Banquet to win; they will be notified via their email address provided in the entry.





# SECTION V

## TIPS & FAQ



## HELPFUL HINTS & TIPS

- Job safety analysis forms can be found online, and check out [OSHA's website](#) for great info on job and workplace safety
- A picture's worth a thousand words: when submitting your Restoration Report always include photos – don't forget the caption descriptions!
- Ensure your Restoration Report cover includes you and/or your team's name, along with a great shot of your tractor and/or your team with the tractor
- Speaking of photos, always include both 'before' and 'after' pictures
- Show your gratitude by acknowledging those who help you during the restoration (and also give them shout outs on social media!)
- Avoid a software meltdown and be sure to save your report frequently as it's not uncommon for computer programs to sometimes close your work unexpectedly
- Keep all receipts and document your time, materials and notes daily during the restoration process
- When using a smartphone to record video for your restoration entry, always make sure it's rotated horizontally to capture the most compelling content
- However, when posting an [Instagram](#) Story, be sure your smartphone is always rotated vertically
- The live presentation portion of our competition is an excellent opportunity for you to learn and practice valuable, lifelong public speaking skills
- Early registration alerts us to be on the lookout for your entry
- Log in on social media for updates and check out the competition while you show off your own work! Follow us on [Facebook](#), [Instagram](#), and [Twitter](#)



## JUDGES' TIPS

Our panel of judges not only have years of experience in determining Delo TRC champions, they also have hands-on expertise when it comes to tractor restorations. Additionally, they all have exacting standards about what they look for in the final submitted Restoration Report and oral presentation. All of them are restoration experts with decades of collective involvement and the know-how. To help assist you, each offers his hints and suggestions for a winning report.



### Chuck Bos

President, Bos Machine Tool Services, Inc.,  
Geneseo, IL

Delo TRC judge since 2003 | Restoring  
tractors since 1985

*"I can't stress enough how important the Restoration Report is to the judging process; the more thorough the better."*

*"Students need to emphasize the knowledge they've gained from the work they did; I ask a lot of questions about how and why certain tasks were performed."*

*"If his/her work is sent out to a machine or radiator shop, they need to show me they made an effort to see and understand what has been done."*



### Hez Salsbury

Retired: Owner HPK Restoration, Instructor  
at Pueblo Community College, Pueblo, CO

Delo TRC judge since 2009 | Restoring  
tractors since 1990

*"I want to know that students understand how different parts of the tractor (transmission, PTO, clutch, torque amplifiers, hydraulic systems, etc.) work. After a major restoration you should know this, so it's my job as a judge to test them."*

*"I expect detailed descriptions of the work that was done, along with captioned photos that clearly exhibit what's shown."*

*"I like to know what challenges were faced during the restoration process and how they were overcome."*



### Dennis Rupert

President, Rupert Enterprises, Inc.,  
Hillsdale, MI

Delo TRC judge since 2002 | Restoring  
tractors since 1976

*"The Restoration Report has specific guidelines which must be followed, and students who do not are at a disadvantage because adhering to instructions and documenting each step of the work is a very big portion of his/her score."*

*"Details are extremely important so that I have a complete understanding of all the work performed. We typically see projects that were completely torn down and rebuilt, and the contestants must be clear they did the work and have complete knowledge and understanding of the steps and procedures applied to his/her tractor."*



### Brian Holst

Historical Equipment Manager, Deere & Co.,  
Davenport, IA

Delo TRC judge since 2017 | Restoring  
tractors since 1982

*"Safety is the first thing that I look for: safety in the tasks that you are performing in a photo, as well as safety regarding what is in the background."*

*"I like to see the life lessons learned from the project. Make sure you have fun with it, but also show and tell me what you learned and why it is important to you."*

*"I strongly encourage every contestant to perform a complete teardown, component assessment and/or rebuild, and be fully prepared to explain the paths that were taken in the restoration process."*





## PAST WINNERS

These accomplished contestants know first-hand what it's like to be a Delo TRC winner!



**Tabetha Salisbury**, 2003 & 2004 Grand Champion

*"During the three years I competed in the Delo Tractor Restoration Contest, I learned countless life lessons that have matured me into the person I am today, including patience, perseverance, dedication and passion. The titles fade, the prize money used, and the newspaper articles are filed away – but the lessons, development and amazing experiences I had remain with me and help push me forward every day of my life."*



**Matt Mahler**, 2015 Grand Champion

*"Delo TRC was more than just a restoration for me; it's all about learning mechanical skills, shop safety, time management, and presentation skills which all were a huge part. Learning how to set a budget and obediently follow it is a skill that is hard to come by for most young people and is vitally important when doing a tractor restoration. There is no better way to learn this skill than competing in this contest."*



**Riley Hanson**, 2013 Grand Champion

*"The experience you take from the Delo TRC is greater than the work you put into your restoration times two. It opened many doors for me. My communication skills have come a long way and I definitely gained confidence; and I understand now that I am capable of achieving so much more with those skills and confidence. I am so grateful for the opportunity that was given to me and as I'm sure past years winners would also agree, it is a once in a lifetime opportunity."*



**Matthew Machicek**, 2019 Grand Champion

*"Winning the Delo TRC is an accomplishment in and of itself. Eventually, time moves on and a new breed of tractor restorers will come in to take our place. The memories, speaking abilities, time management, skills, and techniques that you have learned to complete your project will stick with you forever as long as you retain it. No matter what, don't let something difficult stop you in your tracks. Accepting something that is a lost cause or difficult can be and will be one of the biggest regrets you can make. No matter if it's a project or your dreams. Find the flaw, improve on it or solve it, and continue on. Remember: Find it! Fix it! Finish a winner!"*

# FAQ

## The Basics

**Q:** Who is eligible to compete in the Chevron Delo Tractor Restoration Competition?

**A:** All high school students are eligible to compete in the Chevron Delo Tractor Restoration Competition (TRC). Any student on the team may graduate during the academic year prior to the competition deadline in August and still compete in the finals if the team is selected. The restoration work should be completed while the student is in high school or during the summer following graduation for seniors.

**Q:** Is there a certain type of tractor I must restore?

**A:** Tractors must have internal combustion engines. Historically, students restore tractors that were once a vital part of daily farming. For the 2020 Delo TRC competition there is no restriction on the model year of the tractor. However beginning in 2021, eligible tractors must be model year 1980 or earlier. Tractors produced after this date have more complex electrical and computer systems. Establishing 1980 as a cut-off date helps keep the complexity and cost down of restorations and allows students to focus on fundamental mechanical skills.

**Q:** Can I/we have help?

**A:** We encourage parents, agriculture teachers and advisors to be active in your restoration project from an advisory standpoint. They should be there to supervise and offer help with questions, explain best practices, observe and enforce safety precautions, and be your go-to person for any questions. However, this is a student project. Advisors and parents should not be completing the Restoration Report or restoring tractor components without student involvement. We also encourage students to reach out to the community and Chevron lubrication marketers (distributors) who may also provide advice or technical information. Visit [DeloPerformance.com](https://DeloPerformance.com) to locate a Chevron marketer (distributor) in your area.

**Q:** This project could be expensive—how do teams manage?

**A:** Cost management and budgeting will be valuable skills learned through your restoration effort. It's a good idea to set an initial budget and track your budget along the way. Be sure and document how you manage it in your Restoration Report. Some students may have sponsors who underwrite their project expenses so it's important to document for your accountability. How you manage your resources (time and materials) is more important than the total cost of the restoration. Always think about the return on investment. For example, is it worth buying a new fender when you can weld in a replacement patch?

**Q:** Are there any resources for helping to finance the restoration?

**A:** Here are some ways that you might consider raising funds for your project:

- Research grants through FFA, 4H or similar organizations
- Hold yard sales at your school and ask for donated items and baked goods from local businesses
- Host car washes at a local business
- Use social media to ask for help, you might be surprised what you will get
- Set up a fundraiser on [GoFundMe.com](https://GoFundMe.com)
- Reach out to antique tractor clubs or tractor enthusiast clubs for donations and/or expertise
- Print and sell t-shirts
- Sell tickets to raffle off the tractor after the competition.
- Sell Delo TRC calendars (made available for free to anyone working on a TRC entry; order online in sets of 50 at [delotrcvoting.com/calendar](https://delotrcvoting.com/calendar))
- Contact your local Delo marketer/distributor to request donated product
- Titan Tires has a history of product donations, information can be found on their website, [titan-intl.com](https://titan-intl.com) or [titan-intl.com/antique-tractor-restoration](https://titan-intl.com/antique-tractor-restoration). NOTE: as of 4/23/20 Titan Tire has put this program on hold, but notes on their site that they will reopen the program in January 2021 so keep it in mind for your next project!
- [Clymer Manuals](https://ClymerManuals.com) will provide any TRC participant an I&T Shop Service Manual for their tractor free of charge. Email [reedtrueblood@haynes.com](mailto:reedtrueblood@haynes.com) to make your request.

## Getting Started

**Q:** Where do I begin? Where do I get a tractor?

**A:** Drive around your town or rural surrounding areas. Check online to see if anyone is selling an antique tractor, or to find upcoming auctions. Check with your School Ag advisor – he/she may be able to assist you in finding a tractor. If you are interested in restoring a specific make tractor (e.g. Allis Chalmers, John Deere, Case, etc.) you may find collector clubs and individuals who might help with expertise or even sponsoring a restoration. Use [Facebook](https://Facebook.com), [Instagram](https://Instagram.com) and [Twitter](https://Twitter.com) to promote your desire to locate and restore a tractor.

**Q:** My photos are moving around in my workbook file! What should I do?

**A:** Photo placement tips can be found online on your software program's website (e.g., Microsoft Word). Proper placement of photos in your document will prevent photos from moving around and potentially obscuring text that describes a portion of your restoration. Don't forget to include caption descriptions!



## Submitting My Project

**Q:** When do I need to get my completed TRC Restoration Report to you?

**A:** The deadline for report submissions is midnight, Monday, August 17, 2020, but it is best if you try to get it in early. We encourage students and teams to register in advance of the competition deadline, so we know to look out for the entry.

**Q:** What if I don't finish my project in time?

**A:** We know that finishing a project such as this is hard work and you have other priorities. Even if you've already submitted your registration, you are not obligated to submit your entry this year. You can enter a restoration project the following year as long as you are in grade 12 or lower in the spring the year of the entry and the restoration work was completed while in high school. Feel free to use this Instructions Book as a guide, but note there could be changes to the requirements the next year.

## The Finals

**Q:** I/my team has been recognized as a finalist! What happens now?

**A:** Congratulations! Finalists will be notified first on [Facebook](#), followed by an official email with details about the live presentations which will be held during the FFA Convention October 28-29, 2020 in Indianapolis. Finalists will be invited to deliver an oral presentation on their restoration project to the judging panel. All participants are responsible for their travel expenses. Once selected as a finalist, be sure to make arrangements as soon as possible to attend the convention. You won't be able to bring your tractors with you; just you and/or your team, and your parents/guardians/student advisors.

**Q:** What happens during the Finals?

**A:** At the finals, you will present your restoration project to a panel of expert judges. The judges will have reviewed your Restoration Report and video so be sure to present new information. Feel free to use any type of visual display – PowerPoint presentations, storyboards, actual parts from the old tractor, etc. The judges want to get a sense of who you are, what you discovered and learned. After you give your presentation, there is a Q&A period where the judges can ask you questions about your presentation and/or your project. Be prepared to know specifics about tasks that you performed and your documentation.

**Q:** An Oral Presentation? What should I do?!

**A:** You've done the hard work of restoring your tractor. The oral presentation provides the opportunity for finalists to present their project from start to finish. It's acceptable to have your talking points written in your PowerPoint presenter notes or note cards, but try not to read directly from a script. While it's great if you can memorize your speech, don't feel obligated to do so. We want you to be totally comfortable talking to the judges. Remember that there may be resources such as [Toastmasters.org](#) to help you with public speaking skills. Practice is very important; don't try to wing it!

**Q:** What happens after I give my presentation?

**A:** Finalist teams present over the span of two days during the National FFA Convention in Indianapolis on Wednesday, October 28, and Thursday, October 29, 2020, and the Awards Ceremony follows on Thursday evening. All finalists will be recognized at the awards ceremony. Chevron executives will present the program and winners.

**Q:** Who is invited to the Awards Ceremony?

**A:** Finalists, advisors, and parents typically attend the Awards Ceremony. We have limited seating so additional family members are welcome, within reason, provided we have seating available. Finalists will receive an email invitation with a link to RSVP. It is critical that we know how many people are attending so we can properly plan for seating and catering.

**Q:** I am grateful to the judges and Chevron for their time and review of my project. Is it OK to give them a memento of appreciation?

**A:** While it is a nice gesture to thank the judges and Chevron, we respectfully ask that no gifts of any monetary value be given to the judges as it may create a perception of favoritism. After the judging is complete and winners announced, if you would still like to express appreciation, please reach out to the [TRC@DeckelMoney Penny.com](mailto:TRC@DeckelMoney Penny.com) and your comments will be shared.

# SECTION VI

## ENTRY SUBMISSION & OFFICIAL RULES

### ENTRY SUBMISSION INSTRUCTIONS

Please review the instructions and file specifications to ensure all materials are completed for final submission to [officially enter](#) the 2020 Delo TRC NO LATER THAN MONDAY, AUGUST 17, 2020. If you have any questions regarding, or issues with, submission of your files please contact the Chevron Delo TRC coordinator via email at [TRC@DeckelMoneypenny.com](mailto:TRC@DeckelMoneypenny.com) or phone (502) 513-7001 or 1-800-501-7469.

[Registration](#) can be completed ahead of time, or at the same time as submitting your entry files. It is highly recommended to submit a registration for your entry as early as possible. This lets us know to expect your entry and allows us to send you any special announcements, updates and reminders as the entry deadline approaches.

To complete [Registration](#), you will need the following information:

- Restored tractor information including model/make, model year, and serial number
- Official restoration team name – this will be used to identify your entry on social media and in TRC materials. For an individual entry this could be your name, or for teams the name of your school, FFA Chapter, etc.
- Designation as an independent entry or an affiliation with a school, FFA Chapter, 4H Chapter, etc.
- If affiliated, provide organization contact information
  - School/Chapter name
  - Street address, city, state, zip, phone and/or fax if applicable
  - Advisor (school/teacher, FFA, shop etc.) name, phone number and email
- Name, age, grade, and email for each member of the Restoration team. Only include names for those who worked on the tractor entry being registered.
- Signed Release Form for each team member (download from [DeloTractorRestoration.com](#))
- Recipient of prize money – if your entry is awarded a cash prize, how do you want the check addressed? Indicate if it will go to a school or organization chapter, and if so then we will need a Tax ID number for that entity. If prize money will go to a parent or

guardian, or if it will be split among members of the team.

Entry files can be submitted at the same time as Registration, or at a later date. Due to technical requirements, file uploads are separated into two sections and are completed on two sites.

- Step 1 - [Registration & Report submission site](#)
  - Restoration Report file (PDF preferred)
  - Restoration start and end dates
  - Total hours spent on the project
  - Total Expenses
  - You will be automatically redirected to the second site upon clicking Submit on the form after file upload
- Step 2: [Photos and Video](#) – These elements are utilized by the judges but are also used for the Fan Favorite Award and will be input into an online voting site. As such, this step requires that you set up an account on that site and input some additional information about the entry.
  - Contact name
  - Team Name
  - Tractor year, make, and model
  - Description of how you restored the tractor (1,000-word limit)
  - Video file (AVI, FLV, MOV, MP4, MPEGs, WMV accepted)
  - Images (BMP, GIF, JPEG, JPG, PNG, TIF accepted)
  - Review video voting rules and accept Terms and Conditions



# 2020 DELO® TRACTOR RESTORATION COMPETITION (THE “TRC”) OFFICIAL RULES

THE TRC IS OPEN ONLY TO HIGH SCHOOL AGE STUDENTS IN THE UNITED STATES. DO NOT ENTER THE TRC UNLESS YOU ARE A HIGH SCHOOL AGE STUDENT IN THE UNITED STATES.

THE TRC IS SUBJECT TO ALL FEDERAL, STATE, PROVINCIAL AND LOCAL/MUNICIPAL LAWS. VOID WHERE PROHIBITED OR RESTRICTED BY LAW. NO PURCHASE NECESSARY TO ENTER OR TO WIN.

- **Sponsor / Administrator:** The TRC is sponsored and administered by Chevron Products Company, a division of Chevron U.S.A. Inc. (“Sponsor”) located at 6001 Bollinger Canyon Road, San Ramon, California 94583. All entrants agree and understand that they are providing their information to the Sponsor and not to Facebook. All questions, comments or complaints regarding the TRC should be directed to the Sponsor at the respective address listed above and not to Facebook.
- **TRC Period and Selection of Winners:** The TRC runs from Thursday, April 30, 2020 at 12:01 AM (PT) through Monday, August 17, 2020 11:59 PM (PT) (the “TRC Period”).

A panel of judges, selected by the Sponsor in its sole discretion, will score each entry and choose one team winner for each of the top 3 prizes as follows: (1) Delo Grand Champion, (1) Reserve Champion, and (1) Third Place Champion. Eligible entrants are only eligible to win 1 of the top 3 prizes. The winners of the top 3 prizes and all other entrants are eligible to win the following additional prizes:

**Best Presentation** – A panel of judges, selected by the Sponsor in its sole discretion, will score each entry and choose one team winner for Best Final Presentation. Each team member must be listed on the original Registration Web Form.

**Fan Favorite Award** – The Fan Favorite will be judged and selected by the public via Sponsor’s online video vote platform. One team winner and one team runner up will be selected. Each team member must be listed on the original Registration Web Form.

**Best Photo** – The Best Photo will be judged and selected by the Sponsor in its sole discretion, on the following criteria: composition, resolution, cropping, scenery, and overall quality. One team winner will be selected. Each team member must be listed on original Registration Web Form.

**FFA Show Favorite** – The Show Favorite will be judged and selected by attendees at the FFA National Expo via iPads in Sponsor’s booth. One team winner will be selected. Each team member must be listed on the original Registration. (See [page 18](#) for more details)

## Eligibility

The TRC is open to legal residents of the Eligible Region who are high school age students in their respective state or province or territory of residence. If an entrant is under the age of 18, a parent or guardian signature is required on their original Release Agreement submitted with Registration. Entrants must select a tractor that has an internal combustion engine to be eligible to compete in the TRC.

Employees, suppliers, representatives and agents of the Sponsor, its affiliated companies, subsidiaries, advertising and promotional agencies and the immediate families and/or members of the households of any of the above are not eligible to enter the TRC or win a prize.

**Conditions of Entry:** By entering, entrants agree to accept, abide by and acknowledge compliance with these Official Rules, including but not limited to all eligibility requirements and the decisions of the Sponsor and its representatives. The decision of the Sponsor and its representatives in respect of any matter related to the TRC (either before or following selection) is final and without appeal.

## How to enter

To register for the TRC, each entrant must complete their registration online and submit all required release form, Restoration Report, video, and image files, during the TRC Period:

- **Registration Web Form** – This is the first portion of the online entry process. One form can be completed for the entire team. Include a mobile phone number (if available).
- **Release Agreement** – The Release Agreement is available for download from [DeloTractorRestoration.com](#) Resource Kit. One Release Agreement must be filled out by each student who is involved with the team project.

Form submissions must be received by 11:59 PM PT on August 17, 2020. Your submission of the Registration and the Release Agreement will indicate your acceptance and agreement of these Official Rules. Form submissions must be received by 11:59 PM PT on August 17, 2020.

## Prize and Winner Notification.

- **Delo Grand Champion:** \$10,000
- **Delo Reserve Champion:** \$5,000
- **Delo Third Place Award:** \$3,000

Total approximate retail value (ARV) of Grand Champion, Reserve Champion and Third Place Prizes is USD \$18,000.00.

- **Fan Favorite Award:** Holy Stone GPS FPV RC Drone HS100 for each team member (up to 7 team members - \$1,050 total). Teams of more than 7 members may request a gift card in lieu of the drone. The runner-up team will receive Bose® Bluetooth Wireless Speaker for each team member (up to 7 team members - \$700.00 total). Teams with more than 7 members may request a gift card in lieu of the Bose® Bluetooth wireless speakers.
- **Best Photo:** \$100.00 Visa Gift Card for each team winner (up to 7 team members - \$700.00 total).
- **Best Presentation Award:** \$100.00 Visa Gift Card for each team winner (up to 7 team members - \$700.00 total).
- **FFA Show Favorite:** \$100.00 Visa Gift Card for each team winner (up to 7 team members - \$700.00 total).

Total approximate retail value (ARV) of Best Presentation, Fan Favorite and Photo Prizes is USD \$600.00 to \$3,150.00 maximum.

**TRC Updates, Finalists and Winner Notifications:** The competition updates will be given on Facebook, Instagram, Twitter and YouTube during the TRC Period.

Finalists will be announced on Facebook on September 9, 2020.

Winners shall be announced at the 2020 Delo Tractor Restoration Competition Awards Ceremony on October 29, 2020 in Indianapolis, Indiana. Winners need to be present to win the Prize and will also be notified via their Email address provided in the Registration Form.

**Prize Redemption: Winners must accept their Prize within two (2) business days of notification. If a winner does not accept their Prize for any reason within the timeframe provided by these Official Rules, their Prize will be forfeited and Sponsor will award the Prize to another winner based on the next highest score received, as solely determined by Sponsor.** Upon receipt, the selected entrant must have previously completed, signed, and submitted Sponsor's Release Form, confirming compliance with the Official Rules and releasing the Sponsor and its affiliates, and respective advertising, promotional agencies, Facebook, Instagram, Twitter, YouTube, Holy Stone, and Bose from all liability. Selected entrants' traveling companion(s) (subject to Sponsor's approval) must sign Sponsor's Release Form and return to the Sponsors' office within 2 business days of it having been signed. If the selected entrant (or any of their traveling companions) cannot be contacted, fails to complete, sign and send in the Release Form, or if any such person otherwise fails to comply with these Official Rules, entrant(s) will be disqualified and an alternate entrant(s) may, at the sole discretion of the Sponsor, be selected in his or her place from among all remaining eligible entries received. The Sponsor is not responsible for late, lost, stolen, delayed, illegible, incomplete, destroyed, misdirected or unsuccessful efforts to notify selected entrants. All prizes must be accepted as awarded in the name of the winner and may not be transferred, exchanged, or assigned prior to pick-up, and have no cash surrender value in whole or in part. The Sponsor reserves the right to substitute any of the prizes or any portion thereof for a prize of at least equal value in the event of unavailability, or for any reason whatsoever. The Sponsor is not responsible if the prize is lost, stolen or mutilated and the prize will not be replaced. The value of the prize may be taxable as income; winners are responsible for any applicable taxes. All taxes, fees, duties and surcharges on the prize and/or the redemption thereof are the sole responsibility of the winner(s). Winners must agree to provide required personal information to the Sponsor in order to generate tax documents, if required. Each winner agrees to indemnify and hold harmless the Sponsor, its employees and agents from and against any liability for such taxes.

### **Other Terms and Conditions.**

By entering the TRC, each entrant agrees that if they are a winner of any prize and they accept their prize the Sponsor may use his/her name, statements, likeness and/or photograph, in any and all media, and in any and all future advertising or publicity, without further consideration, except where prohibited by law. BY ACCEPTING A PRIZE, EACH WINNER AGREES THAT THE SPONSOR, ITS SUBSIDIARIES, AFFILIATES, ADVERTISING AND PROMOTIONAL AGENCIES, FACEBOOK, INSTAGRAM, TWITTER, YOUTUBE, HOLY STONE, BOSE, AND ALL OF THE OFFICERS, DIRECTORS, EMPLOYEES, REPRESENTATIVES AND AGENTS, THEIR SUBSIDIARIES AND AFFILIATES WILL HAVE NO LIABILITY WHATSOEVER FOR, AND WILL BE HELD HARMLESS BY EACH WINNER FOR, ANY LIABILITY, INJURY, LOSS OR DAMAGES OF ANY KIND, TO WINNER OR OTHER PERSONS, INCLUDING (WITHOUT LIMITATION) INJURIES, LOSS OR DAMAGES ARISING OUT OF OR RELATING TO DEATH, INJURIES, DAMAGES OR LOSSES TO PROPERTY, DUE IN WHOLE OR IN PART, DIRECTLY OR INDIRECTLY, FROM THE ACCEPTANCE, POSSESSION, USE OR MISUSE OF A PRIZE OR PARTICIPATION IN THIS TRC OR ANY TRC OR PRIZE ACTIVITY.

If, for any reason, the TRC cannot be run as planned, including arising out of or caused by, directly or indirectly, forces beyond its control, including, without limitation, natural disasters such as floods, tornadoes, earthquakes and hurricanes and acts of people such as acts of terrorism, riots, strikes, wars and medical epidemics, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services, or due to tampering, unauthorized intervention, fraud, technical failure, human error or any other causes beyond the control of the Sponsor that corrupt or affect the administration, security, fairness, integrity, or proper conduct of the TRC, the Sponsor reserves the right in their sole discretion, to disqualify any person who tampers with the entry process, to cancel, terminate, modify or suspend the TRC and if the Sponsor does so, select winners from among all valid entries received to that point during the TRC Period through all methods of entering to the date of termination. If an entrant is disqualified, Sponsor reserves the right to terminate entrant's eligibility to participate in the TRC. In the event the TRC is compromised by non-authorized human intervention or other causes beyond the control of Sponsor which corrupts or impairs the administration, security, fairness or proper play of the TRC, Sponsor reserves the right in its sole discretion to terminate all or any portion of the TRC. No substitution of prize or cash equivalents will be awarded except at the sole discretion of Sponsor, in which case a prize of equal or greater value will be awarded. **An IRS form 1099 will be issued for all prizes with a retail value in excess of \$600.00 per individual award recipient.** The TRC is subject to all federal, state and local laws and



regulations. Winner is responsible for all applicable federal, state and local income and any other taxes, fees and surcharges. For the purposes of these Official Rules, entrant(s) are the person(s) whose name appears on the Registration Form and it is to such person(s) to whom the prize will be awarded if he/she is selected and declared a winner.

### **Entry Becomes Property of Sponsor**

All summaries ("entry" or "entries" or "materials") you submit in this TRC become the sole property of Sponsor and will not be returned. By submitting any materials in the TRC, you, i) agree such materials do not infringe the rights of any third party, and ii) assign copyright in such materials to Sponsor, and agree to take further steps, and execute further documents, reasonably required to confirm such copyright assignment. Sponsor shall have all rights that are afforded to a copyright owner in such materials, including but not limited to the rights to: (a) reproduce, distribute copy, display, and perform all entries submitted in any and all media throughout the world in perpetuity; (b) alter, amend, edit or change entries at any time; and (c) register the copyright for all entries. Sponsor may exercise all of the foregoing rights for purposes of advertising and trade, and for any other lawful purpose, without further compensation to you. Sponsor is not under any obligation to use entries. All comments, offers, suggestions, ideas, recipes, concepts, inventions, or other information ("information and ideas") that you disclose in any entry, or in connection with any entry, are not submitted in confidence and shall not be deemed to be confidential information. Sponsor assumes no confidentiality obligation to you by considering such information and ideas (either as part of an entry or otherwise). By entering into the TRC, you agree to assign to Sponsor your entire right, title, and interest in such information and ideas.

**PRIVACY:** By completing the Registration Form, all entrants consent to the collection, use and distribution of their personal information by the Sponsor solely for the purposes of: (i) running the TRC; and (ii) as permitted by these Official Rules (for example, pursuant to these Official Rules, all entrants who accept a prize consent to the use of their personal information for publicity usages) including as permitted by any release signed. Personal information is defined as anything that identifies an entrant as an individual, such as home telephone number, age, home address, email address, gender. The Sponsor may share entrant personal information with the Sponsor, its affiliates, agents and representatives, solely for the purposes set out above. Sponsor will not sell or transmit this information to any other third parties. For more information on the Sponsor's handling of personal information, see the Privacy Statement for the Sponsor at <http://www.chevron.com/privacystatement/>. Any inquiry concerning the personal information held by the Sponsor should be addressed to the Sponsor as follows: Privacy Officer, Chevron Products Company, 6001 Bollinger Canyon Road, San Ramon, CA 94583.

### **Disputes**

Entrants agree that any and all disputes, claims, and causes of action arising out of or connected with the TRC or any prize awarded shall be resolved individually, without resort to any form of class action, and exclusively by the appropriate court in the State of California. All issues and questions concerning the construction, validity, interpretation, and enforceability of these Official Rules, participants' rights and obligations, or the rights and obligations of the Sponsor in connection with the TRC, shall be governed by, and construed in accordance with federal law and to the extent not inconsistent, the laws of the State of California. Except where prohibited, participants in the TRC agree that: (1) any and all disputes, claims, and causes of action arising out of or connected with this TRC, or any prizes awarded, or the administration of the TRC or the determination of winners, shall be resolved individually, without resort to any form of class action, and exclusively by arbitration, to take place in the State of California, U.S.A. pursuant to the Rules of the American Arbitration Association, then effective; (2) any and all claims, judgments and awards shall be limited to actual out-of-pocket costs incurred, including costs associated with entering this TRC, but in no event attorneys' fees; and (3) under no circumstances will a participant be permitted to obtain awards for and participants hereby waive all rights to claim punitive, incidental and consequential damages and any other damages, other than for actual out-of-pocket expenses, and any and all rights to have damages multiplied or otherwise increased.

### **Winners list**

**A list of all winner(s) for the TRC will be made available on the 2020 Tractor Restoration Competition website, [DeloTractorRestoration.com](http://DeloTractorRestoration.com), or by email request: [TRC@DeckelMoney Penny.com](mailto:TRC@DeckelMoney Penny.com).**

The TRC is not sponsored, endorsed, administered by or associated with Visa, Bose, Holy Stone, Facebook, Instagram, Twitter, YouTube, GoGundMe, Haynes North America, Clymer Manuals, or any OEMs referenced herein. Trademarks are the property of their respective owners.

# 2020 DELO® TRC CATHY MCCARTY HENDRIX ADVISOR OF THE YEAR CONTEST (THE “CONTEST”) OFFICIAL RULES

The Contest is sponsored and administered by Chevron Products Company, a division of Chevron U.S.A. Inc. located at 6001 Bollinger Canyon Road, San Ramon, California 94583 (“Chevron” or “Sponsor”). By entering, you agree to these Official Rules and the decisions of the Sponsor, which are final and binding. The Contest runs from August 17, 2020 through September 4, 2020 (the “Contest Period”). The Contest is void where prohibited by law and is subject to all applicable federal, state and local laws and regulations. NO PURCHASE NECESSARY TO ENTER OR TO WIN.

## 1. Eligibility

Except as provided herein, all 2020 TRC advisors (“Advisors”) who are not employees of Chevron and its subsidiaries aged 18 or over and nominated by TRC team(s) during the Contest Period are eligible to enter for a chance to win. Contractors of Chevron, TRC Coaches and members of Sponsor’s organization who participated in the development of the Contest or who assisted in running the 2020 TRC are not eligible to participate. No person can win more than one prize.

## 2. How to enter

To enter a TRC Advisor, each TRC team must submit, during the Contest Period, the following criteria (“Contest Requirements”):

- A written summary containing 250-1,000 words explaining in detail (with examples) why your Advisor deserves to win
- Advisor’s name and Email address
- Your TRC team name, one contact phone number and one Email address for your TRC team

Once you have submitted your valid entry with all the Contest Requirements via Email, your submission will indicate your acceptance (and the nominated Advisor’s acceptance) of these Official Rules. Each Advisor can only be entered once by each TRC team.

**Entries must be sent to [TRC@DeckelMoney Penny.com](mailto:TRC@DeckelMoney Penny.com) and received by 11:59 PM PT on September 4, 2020.**

## 3. Use of entries

Entry constitutes a winner’s permission for Sponsor and its designees to use the winner’s name in connection with the notification of winners on Sponsor’s intranet site and via email to any eligible entrants.

## 4. Determination of winners

A panel of judges, selected by Sponsor in its sole discretion, will score each entry and choose the winner(s). In the event multiple Advisors are entered by one TRC team and selected as the winners, the Prize will be equally divided among the respective winners. This shall apply to TRC teams with more than one Advisor.

## 5. Prize and Winner Notification.

1 - \$1000.00 (USD) Visa® Gift Card

Winners shall be announced at the 2020 Delo Tractor Restoration Competition Awards Ceremony on October 29, 2020 in Indianapolis Indiana. Winners do not need to be present to win the Prize and will also be notified via their Email address provided in the entry. Winners must accept their Prize within two (2) business days of notification. If a winner does not accept their Prize for any reason within the timeframe provided by these Official Rules, their Prize will be forfeited and Sponsor will award the Prize to another winner based on the next highest score received, as solely determined by Sponsor.

## 6. General Conditions

By entering the Contest, you agree that Sponsor and Visa and their affiliates and all of their respective officers, directors, employees, representatives and agents shall have no liability for, and shall hold all such parties harmless against damage, loss or injury that may arise in whole or in part, directly or indirectly, from the acceptance, possession, use or misuse of prizes or participation in this Contest. Persons found tampering with or abusing any aspect of this contest as solely determined by Sponsor will be disqualified. If an entrant is disqualified, Sponsor reserves the right to terminate entrant’s eligibility to participate in the Contest. In the event the Contest is compromised by non-authorized human intervention or other causes beyond the control of Sponsor which corrupts or impairs the administration, security, fairness or proper play of the Contest, Sponsor reserves the right in its sole discretion to terminate any portion of the Contest. No substitution of prize or cash equivalents will be awarded except at the sole discretion of Sponsor, in which case a prize of equal or greater value will be awarded. **An IRS form 1099 will be issued for all prizes with a retail value in excess of \$600.00.** The Contest is subject to all federal, state and local laws and regulations. Winner is responsible for all applicable federal, state and local income and any other taxes, fees and surcharges.



## **7. Your Entry Will Become the Property of Sponsor.**

All summaries ("entry" or "entries" or "materials") you submit in this Contest become the sole property of Sponsor and will not be returned. By submitting any materials in the Contest, you, i) agree such materials do not infringe the rights of any third party and ii) assign copyright in such materials to Sponsor, and agree to take further steps, and execute further documents, reasonably required to confirm such copyright assignment. Sponsor shall have all rights that are afforded to a copyright owner in such materials, including but not limited to the rights to: (a) reproduce, distribute copy, display, and perform all entries submitted in any and all media throughout the world in perpetuity; (b) alter, amend, edit or change entries at any time; and (c) register the copyright for all entries. Sponsor may exercise all of the foregoing rights for purposes of advertising and trade, and for any other lawful purpose, without further compensation to you. Neither Sponsor nor Administrator is under any obligation to use entries. You may not submit any entry (regardless of whether it is chosen for an award in this Contest) in any other contest or make any further use of it for any purpose.

## **8. Entry Information Submitted shall not be deemed to be confidential information**

All comments, offers, suggestions, ideas, recipes, concepts, inventions, or other information ("information and ideas") that you disclose in any entry, or in connection with any entry, are not submitted in confidence. Sponsor assumes no confidentiality obligation to you by considering them or using them (either as part of an entry or otherwise). By entering into the Contest, you agree to assign to Sponsor your entire right, title, and interest in such information and ideas.

## **9. Publicity**

Except where prohibited, participation in this Contest constitutes winner's consent to Sponsor's unqualified and unconditional use of any winner's name, likeness, image, video, voice, opinions, entry video and/or hometown and state for promotional purposes in any media, worldwide, without further payment or consideration.

## **10. Disputes**

Participants agree that any and all disputes, claims, and causes of action arising out of or connected with the Contest or any prize awarded shall be resolved individually, without resort to any form of class action, and exclusively by the appropriate court in the State of California. All issues and questions concerning the construction, validity, interpretation, and enforceability of these Official Rules, participants' rights and obligations, or the rights and obligations of the Sponsors in connection with the Contest, shall be governed by, and construed in accordance with federal law and to the extent not inconsistent, the laws of the State of California. Except where prohibited, participants in the Contest agree that: (1) any and all disputes, claims, and causes of action arising out of or connected with this Contest, or any prizes awarded, or the administration of the Contest or the determination of winners, shall be resolved individually, without resort to any form of class action, and exclusively by arbitration, to take place in the State of California, U.S.A. pursuant to the Rules of the American Arbitration Association, then effective; (2) any and all claims, judgments and awards shall be limited to actual out-of-pocket costs incurred, including costs associated with entering this Contest, but in no event attorneys' fees; and (3) under no circumstances will a participant be permitted to obtain awards for and participants hereby waive all rights to claim punitive, incidental and consequential damages and any other damages, other than for actual out-of-pocket expenses, and any and all rights to have damages multiplied or otherwise increased.

## **11. Winners list**

A list of all winner(s) for the Contest will be made available on the Tractor Restoration Competition website, [DeloTractorRestoration.com](http://DeloTractorRestoration.com). Visa, Bose, Holy Stone, Facebook, Instagram, Twitter, YouTube, Haynes North America, Clymer Manuals and all OEMs referenced herein, are not sponsors of the Advisor of the Year Contest or the TRC Contest. Trademarks are the property of their respective owners.

The Contest is not sponsored, endorsed, or administered by, or associated with Visa, Bose, Holy Stone, Facebook, Instagram, Twitter, YouTube, Haynes North America, Clymer Manuals and all OEMs referenced in these Contest Official Rules. Trademarks are the property of their respective owners.

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