2016 ARRL November Sweepstakes

CW: 5-7 November (logs due Nov 22), Phone: 19-21 November (logs due Dec 6)
Contest begins at 2100 UTC on Saturday afternoon and ends at 0300 UTC on Sunday evening

The ARRL's annual November Sweepstakes is the oldest domestic contest, beginning in 1930. Sweepstakes paused during World War II but came back stronger than ever. It's a competition between North American stations – individuals, teams, and clubs. For many US and Canadian hams, it is their first contest operation and remains a regular event on their yearly schedule for a lifetime. The contest is somewhat unique in that each station may only be contacted once and the number of different recognized locations ("multipliers") is limited to the ARRL and RAC sections. Working all of the sections is called a "Clean Sweep" and allows the station to claim one of the coveted Clean Sweep coffee mugs – there are other awards, as well.

Don't forget – the Ontario (VE3, ON) section was deleted in 2012 and split into four sections: Ontario North (ONN), Ontario East (ONE), Ontario South (ONS), and Greater Toronto Area (GTA). This means a Clean Sweep requires 83 sections! Make sure your contest logging software is up to date so that it recognizes the right section abbreviations.

This package of information about Sweepstakes contains an overview of the contest and how to participate, including complete rules for the contest. Please submit your log by using the online web uploading service at contest-log-submission.arrl.org. An email service, paper log sheets and summary sheets are also available on the Sweepstakes web page.

We hope you'll participate in the 2016 ARRL Sweepstakes – thanks for your interest!

73,

Larry Hammel, K5OT
ARRL Contest Branch, Sweepstakes Manager

Table of Contents

Sweepstakes Overview and Introduction

When is the contest?

Sweepstakes consists of two separate contests – CW and Phone – each held on a separate weekend. CW Sweepstakes is the first full weekend in November (November 5-7, 2016). Phone Sweepstakes is the third full weekend in November (November 19-21, 2016). Each contest begins at 2100 UTC Saturday and runs through 0259 UTC Monday (Sunday evening local time in the US and Canada).

How can I participate and what information do I exchange?

The object of the contest is to work stations in the United States and Canada (including territories and possessions). You can make contest contacts on 160, 80, 40, 20, 15, and 10 meters. Work as many ARRL and RAC sections as possible – there are 83 sections.

Start by choosing one of the eight operating categories. The column labeled "Precedence" shows what you'll send as part of the contest exchange to indicate your category:

CATEGORY	CATEGORY ABBREVIATION	PRECEDENCE	DESCRIPTION
Single Operator, QRP	SOQRP	Q	One operator, 5 W output or less, no use of spotting networks.
Single Operator, Low Power	SOLP	A	One operator, 150 W output or less, no use of spotting networks.
Single Operator, High Power	SOHP	B	One operator, greater than 150 W output, no use of spotting networks.
Single Operator Unlimited, Low Power	SOULP	U	One operator, up to 150 W output, use of spotting networks permitted.
Single Operator Unlimited, High Power	SOUHP	U	One operator, greater than 150W output, use of spotting networks permitted.
Multioperator, Single Transmitter, Low Power	MSLP	M	More than one operator, only one transmitted signal allowed at any given time, up to 150 W output, use of spotting networks permitted.
Multioperator, Single Transmitter, High Power	MSHP	M	More than one operator, only one transmitted signal allowed at any given time, greater than 150 W output, use of spotting networks permitted.
School Club	S	S	Students and participating alumni in a college, university, technical, secondary or other school club station. More than one operator encouraged and use of spotting networks permitted.

The specific requirements for each category are described in the rules. For example, if you are operating by yourself without an amplifier, then you are probably a SOLP category station – the

most popular – and SOHP if you use an amplifier. If you use information from a spotting network to locate stations to work, you are a Single Operator Unlimited category station and can enter as High or Low Power.

Your exchange format is based on an ARRL radiogram header and has five parts:

> **Serial number** – the number of this contact in the contest (1st, 10th, 121st, etc.)
> **Precedence** – your category designator as described above (Q, A, B, U, M, or S)
> **Your call sign**
> **Check** – the last two digits of the year in which you were licensed (i.e. – '02' for 2002)
> **ARRL Section** – the abbreviation for your ARRL and RAC sections

Exchange example: 123 B K5OT 65 STX

How do I contact a station in the contest?

Start by tuning around the HF bands (80, 40, 20, 15, and 10 meters) for stations calling "CQ SS" on CW or "CQ Sweepstakes" on Phone. Listen for a contact or two to get an idea of the rhythm and style. When you are ready to call, just give your call sign one time, using phonetics on phone. If the station answers you, be ready to copy down their exchange. When it's time to send your exchange, send it in the same order given above. You can give their call sign first if you want and maybe "R" or "QSL" to let them know you received their information OK. There's no need to send anything else like "Please copy…" or "Your number is…" – they are ready and waiting as soon as they stop transmitting! Read the eham.net article "An Enticement for Contest Newbies" (www.eham.net/articles/35581) for more information about effective operating in the Sweepstakes contest.

How long may I operate and what is "off time"?

You may operate for a maximum of 24 hours during each weekend (CW or Phone) and your off-time periods must be at least 30 minutes long. (Listening time counts as operating time.) To count as off time, the log must show a minimum of 30 consecutive minutes without operating (seconds are ignored) or that period will not be counted as off time. For example, the period in a log without contacts in minutes 0115 through 0144 (30 consecutive "empty" minutes) counts as off time. The period of 0115 to 0143 is 29 empty minutes and will not count as off time at all – off time must be at least 30 minutes long. Let's say it another way: If your last QSO before the break is at 0114, then the next QSO should not resume until 0145 or later.

The intent of this rule is to limit operating time (listening or transmitting) to 24 hours. Contacts logged after 24 hours of operation will not be counted toward your final score. However, there is no penalty for including those contacts in a submitted log and the stations you contact beyond 24 hours are eligible to receive credit for the contact, even if those contacts don't count for you.

How do I calculate my score?

Your score is two points for each contact times the number of ARRL and RAC sections you contact. The score will be calculated from the contacts you logged during the first 24 hours of operation. (See the previous discussion of off time.)

How can I make sure my club gets credit for my score?

If you are a member of an ARRL or RAC affiliated club, your Sweepstakes score will help the total club effort. Please note that the rules for club competition have changed. First, read Section 8 of the "General Rules for All ARRL Contests," which is reprinted later in this document. You must be a member in good standing of the club and both reside and operate within the designated club territory for the contest. Next: Are you on the club's eligibility list? Contact your Club Secretary (or designated Club Scorekeeper) to make sure you are 'on the list' for the contest, as just being on the club roster is not enough! You'll need to know the 6-character grid locator for your residence and/or station from which you'll operate.

Your Cabrillo log will have a header line-item called CLUB: which is where you should enter the correct club name. Exact wording of your club name is critical, so do not abbreviate. For example, spell out 'Society of Midwest Contesters' and not 'SMC.' If you are not certain, check the official list of club names for ARRL affiliated clubs or RAC affiliated clubs.

Finally, submit your log to the ARRL, as discussed in the next section. Pay attention to the log submission deadline, too, which is 15 days after the end of each Sweepstakes contest.

How do submit my entry to the ARRL?

If you used a logging program, export your contacts to a Cabrillo-format file, creating an "electronic log." Your logging software user's manual will show you how to do that. Open your web browser and navigate to contest-log-submission.arrl.org. Enter the required information and browse to your log file. You can also copy-and-paste the entire log into the text window. Press the Submit button and your log's formatting will be checked, then sent to the ARRL. If there are any formatting problems, you'll be notified so you can edit and resubmit the log. Your contacts are not cross-checked, just reviewed so that they are correctly formatted in the log file. A set of Cabrillo-format headers for your electronic log are provided at the end of this document

You can email the log to the ARRL as described on the Sweepstakes web page. If you logged the contacts on a paper log sheet, go to the WA7BNM log submission web service, select the '2016 November Sweepstakes' contest for CW or Phone, and enter your contact data using the online forms. The service will format your log information and email it to the proper address. The ARRL will accept paper logs, but please try submitting via the web service. If you do submit your paper logs, fill out a paper entry form from the Sweepstakes web page too.

Sweepstakes Results and Resources

[ARRL November Sweepstakes web page](#)

[Previous Year's Results](#)

[All November Sweepstakes Records](#)

Articles about Sweepstakes and contest operating:

 "How to Operate Sweepstakes (and Other Contests)", NØAX, Oct 2008 *QST* Radiosport section
"My First Solo Sweepstakes at Age 12" KØADX, Nov/Dec 2009 NCJ
"Gear Up for November Sweepstakes", Oct 2008 *QST*
"A Contest Primer" NØAX, Oct 2003 *QST*
"Ontario Times Four" NØAX, Oct 2012 *QST*

ARRL Contest Resources

ARRL Contest Tutorial web page: www.arrl.org/contest-toolbox-tutorials
ARRL Contest Update newsletter: www.arrl.org/contests/update
ARRL Contest Branch: www.arrl.org/contests
ARRL Contest Glossary: www.arrl.org/contest-glossary

Magazines, Newsletters, Web sites, and E-Mail Reflectors

National Contest Journal: www.ncjweb.com
Contesting.com: www.contesting.com
CQ-contest reflector: lists.contesting.com/mailman/listinfo/cq-contest
3830 Claimed Score and Soapbox reporting: 3830scores.com

Contest Calendars and Events

ARRL Contest Corral: www.arrl.org/contests
WA7BNM Contest Calendar: www.hornucopia.com/contestcal
SM3CER Contest Service: www.sk3bg.se/contest

Sweepstakes Rules Summary

The rules are presented in three sections, beginning with the specific rules for Sweepstakes. Most participants will only need to refer to these basic rules which are summarized below:

- Select the appropriate category for your operation:
    - SOQRP – Single Operator, QRP
    - SOLP – Single Operator, Low Power
    - SOHP – Single Operator, High Power
    - SOULP – Single Operator Unlimited, Low Power
    - SOUHP – Single Operator Unlimited, High Power
    - MSLP – Multioperator, Single Transmitter, Low Power
    - MSHP – Multioperator, Single Transmitter, High Power
    - S – School Club
- Verify the proper Precedence to be used for your selected category.
- Be sure to use the right abbreviation for logging or transmitting sections.
- Operate for a maximum of 24 hours during each weekend's contest.
- When taking some off-time, be sure it lasts for at least 30 continuous minutes.
- If you use information from the spotting networks, you must enter in one of the Unlimited, Multioperator, or School categories.
- Give your exchange in the recommended order to avoid confusion.

Contests Sweepstakes' specific rules are followed by the ARRL's "Rules for All Contests" and "Rules for below 30 MHz". These contain detailed definitions and rules that apply to all contests, including Sweepstakes.

Participation Pins
The ARRL is again pleased to continue its PINS (Participation In November Sweepstakes) program for 2016. Anyone who completes 100 contacts on CW or Phone during Sweepstakes is eligible to purchase one of these attractive Participation Pins. Pins are based on claimed scores. Each pin includes the year and mode and has become a popular tradition in the November Sweepstakes event. Pins cost $8, including postage and handling and will be shipped after all entries have been processed and logs verified.

To order your pins, attach a note to the front of your summary sheet indicating the number of pins ordered along with your check. If you enter electronically, send a copy of your summary sheet with a note and your check attached to Sweepstakes PINS, ARRL Contest Branch, 225 Main St, Newington, CT 06111.

Clean Sweep Mugs
Commemorate working your "clean sweep" by purchasing your 2016 November Sweepstakes mug. To earn your mug, work all 83 ARRL/RAC sections during the CW or Phone November Sweepstakes. Mug awards are based on claimed scores. The price for the keepsake mug is $15 each, (including postage and handling.) If you submit electronically, send a paper copy of the

first page of your Cabrillo file and indicate how many mugs you are ordering along with your check. If you log by paper, attach a note to the top of your summary sheet indicating how many mugs you are ordering and your check. All orders should be sent to Clean Sweep Mugs, ARRL Contest Branch, 225 Main Street. Newington, CT 06111. Your mug will be shipped after all entries and mug orders have been processed and verified. Supplies are limited. <u>Orders for Clean Sweeps mugs must be received no later than January 31, 2017</u>.

Sweepstakes Records

By ARRL Sweepstakes Manager, Larry Hammel K5OT

When planning your upcoming Sweepstakes operating strategy for 2016, spend some time 'mining' the Sweepstakes records. You will be surprised at the number of opportunities that exist in both modes on the all-time records list!

Check out the records for your Division and Section and see what categories might be targets for your efforts this year. Not all of them are huge numbers – there are 29 section records each below 10,000 total points and an amazing 8 section records below 1,000 points!

Many Multioperator, Singe Transmitter Low Power (MSLP) and Single Operator Unlimited Low Power (SOULP) section-level records are still unclaimed and are looking for new ops to fill in the blanks this year. Talk about easy pickings! For example, in the MSLP category, there were fourteen first-time records established in 2015, leaving CW with 37 open section records and 16 open on Phone. In the popular SOULP category as of 2015, there are still 4 CW and 3 Phone record slots that are wide-open. The four Ontario sections that were added in 2012 (GTA, ONE, ONN & ONS) are enjoying great participation, but there are 10 CW and 8 Phone section records with no entries from these relatively new sections.

You can play an important role in helping improve S Category (School) activity. For the section level, there are 47 CW records and 34 phone records that have NEVER had a single entry in this category! If you know of an active (or even inactive) club at a local school or your alma mater that might be interested in Sweepstakes, take the initiative to send a note of encouragement or an offer to mentor a team to a sponsor, teacher or student. November contests come at a great time in the school year – providing a nice break from fall studies. How many future contesters might come out of this exposure to Sweepstakes? Many of today's top contesters got their start at a college club!

You might also notice that some of the records have kept their place in the books for decades. There were no changes to the oldest records based on 2015 SS activity. The oldest CW record is still Rhode Island's Multiop score from 1977. The oldest Phone SS record is also from 1977 - a Low Power entry from the Vermont section. Almost four decades is a very long time these records to stand. How about a challenge this year?

The following table gives you a quick look by decade at the number of section records set in the last century. Will these continue to stand, as well? ("n/a" means that the category did not exist during this time period.)

Category	1970s	1980s	1990s
CW			
SOHP	1	3	29
SOLP	0	1	23
SOQRP	n/a	0	24
SOUHP	n/a	n/a	1
MSHP	2	4	29
S	n/a	n/a	1
Phone			
SOHP	2	3	40
SOLP	2	1	39
SOQRP	n/a	6	43
SOUHP	n/a	n/a	1
MSHP	1	4	32
S	n/a	n/a	0

Total 'last century' records replaced during both modes of the 2015 Sweepstakes:

> 1970s: none!
> 1980s: 1
> 1990s: 5

We hope to see your call sign make an appearance in the record tables next year!

2016 ARRL November Sweepstakes - Complete Rules

1. **Object:** For stations in the United States and Canada (including territories and possessions) to exchange QSO information with as many other US and Canadian stations as possible on 160, 80, 40, 20, 15 and 10 meter bands.

2. **Date and Contest Period:**
   2.1. CW: First full weekend in November (November 5-7, 2016).
   2.2. Phone: Third full weekend in November (November 19-21, 2016).
   2.3. Contest Period: Begins 2100 UTC Saturday and runs through 0259 UTC Monday.
   2.4. Operate no more than 24 of the 30 hours.
       2.4.1. Off periods may not be less than 30 minutes in length.
       2.4.2. Times off and on must be clearly noted in paper logs. Do not indicate off times in electronic log files. The log checking software calculates it.
       2.4.3. Listening time counts as operating time.

3. **Entry Categories:**
   3.1. Single Operator:
       3.1.1. QRP. Transmit with 5 watts or less. Spotting assistance & multi-channel decoder (such as CW Skimmer) use is NOT permitted.
       3.1.2. Low Power. Transmit with 150 watts or less. Spotting assistance & multi-channel decoder (such as CW Skimmer) use is NOT permitted.
       3.1.3. High Power. Transmit with 1500 watts or less. Spotting assistance & multi-channel decoder (such as CW Skimmer) use is NOT permitted.

   3.2. Single Operator Unlimited
       3.2.1. Low Power— Transmit with 150 watts or less. Spotting assistance and multi-channel decoder (such as CW Skimmer) use is allowed.
       3.2.2. High Power--Transmit with 1500 watts or less. Spotting assistance and multi-channel decoder (such as CW Skimmer) use is allowed

   3.3. Multioperator, Single Transmitter

   Multioperator scores are based on the first 24 hours of operating time, the same as Single Operator entries. (see rule 2.4)

       3.3.1. Low Power - Transmit with 150 watts or less. Spotting assistance and multi-channel decoder (such as CW Skimmer) use is allowed.
       3.3.2. High Power - Transmit with 1500 watts or less. Spotting assistance and multi-channel decoder (such as CW Skimmer) use is allowed.
       3.3.3. Multioperator entries may have only 1 transmitted signal on the air at any given time.
       3.3.4. Multioperator stations have no limitation on the number of band changes.
       3.3.5. There is no Multioperator, Two Transmitter or Multioperator, Multi-Transmitter category.

   3.4. School Club
       3.4.1. There are three divisions to this category.
           3.4.1.1. College and University
           3.4.1.2. Technical School

3.4.1.3. Secondary and other School

3.4.2. School clubs compete as their own category.

3.4.3. Only currently enrolled regular students and faculty/staff of the institution are eligible to operate a school club entry. Alumni may participate on the air with students. It is not, however, in the spirit of the category for alumni exclusively to use the club station. Alumni should make every effort to continue in an Elmer role to current student club members.

3.4.4. There is no distinction between Single and Multi operator stations or power levels in this category.

3.4.5. School clubs must operate from established stations located on the campus. No portable operation from a near-by contest station is allowed. A club may operate from a member's station only if no on-campus station exists.

3.4.6. Certificates will be awarded to the top scoring entry in each division of this category in each ARRL/RAC section and division.

3.4.7. Spotting assistance and multi-channel decoder (such as CW Skimmer) use is allowed

4. **Exchange:** The required exchange consists of:

4.1. A consecutive serial number;

4.2. Precedence;

4.2.1. "Q" for Single Operator, QRP (5 Watts output or less);

4.2.2. "A" for Single Operator, Low Power (up to 150 W output);

4.2.3. "B" for Single Operator, High Power (greater than 150 W output);

4.2.4. "U" for Single Operator Unlimited. (Single-Operator Unlimited High Power and Single Operator Unlimited Low Power both send "U")

4.2.5. "M" for Multioperator (Multioperator High Power and Multioperator Low Power both send "M")

4.2.6. "S" for School Club;

4.3 Your call sign

4.4. Check

4.4.1. The last 2 digits of the year of first license for either the operator or the station.

4.4.2. The same Check must be sent during the entire contest.

4.5. ARRL/RAC Section

4.6. Exchange Example: NU1AW would respond to W1AW's call by sending: W1AW 123 B NU1AW 71 CT, which indicates QSO number 123, B for Single Operator, High Power, NU1AW, first licensed in 1971, and in the Connecticut section.

5. **Scoring:**

5.1 QSO points: Count two points for each complete two-way QSO.

5.2. Multiplier: Each ARRL Section and RAC Section plus the Canadian NT (Northern Territories - encompassing VE8 / VY1 / VYØ) with a maximum number of 83.

5.2.1. KP3, KP4 and KP5 stations are in the Puerto Rico Section.

5.2.2. KV4/KP2, KG4 and KP1 stations are in the Virgin Islands Section.

5.2.3. KH6 and other US possessions in the Pacific count for the Pacific Section.

5.3. Final score: Multiply QSO points (two per QSO) by the number of ARRL/RAC sections (plus NT VE8/VY1/VYØ).

6. **Miscellaneous:**
   6.1. Work each station only once, regardless of the frequency band.
   6.2. Only one transmitted signal at any time is permitted for all entry categories.

7. **Awards:**
   7.1. Certificates will be awarded to the top operator CW and Phone scores in each category in each ARRL/RAC section and division.
   7.2. All Overall and Divisional winners will be awarded a plaque recognizing their efforts. Plaques are either sponsored by groups of clubs or by the principal awards sponsor, Icom.

8. **Submission:**
   8.1 All logs must be submitted within FIFTEEN (15) days of the end of the contest. Entries emailed or postmarked after the deadline may be designated checklogs. While the ARRL will never refuse a paper log, Cabrillo-formatted electronic logs are strongly encouraged.
      8.1.1. Deadline for submission of CW entries is 0300 UTC Tuesday, November 22, 2016.
      8.1.2. Deadline for submission of Phone entries is 0300 UTC Tuesday, December 6, 2016.
      8.1.3. The CW and Phone modes are considered separate contests and must be submitted in separate envelopes or emails sent to the appropriate address.
   8.2 Entries must be made on current ARRL entry forms or on a reasonable facsimile. Current forms may be downloaded at www.arrl.org/sweepstakes.
   8.3. Email entries for CW must be sent to sscw@arrl.org and Phone to ssphone@arrl.org.
   8.4. Paper logs may be converted by the entrant to Cabrillo-formatted logs by logging onto the web application at www.b4h.net/cabforms and manually entering the QSO data and completing the required information.
   8.5. Any entry that has been created using a computer for logging must be submitted in the Cabrillo log file format.
      8.5.1. Files from word processing, spreadsheet programs or "bin" type logging program files are not valid or usable.
      8.5.2. Any electronic file that is not submitted in required format will not be eligible for competition and awards.
      8.5.3. A paper printout for a log that has been generated by a computer in lieu of the actual data file in the required format is not an acceptable substitute.
      8.5.4. Paper logs that are entered into a logging program or computer after the contest are considered electronic logs and must include the required electronic file in the submission.
   8.6. Hand-written paper logs are acceptable entries. Any hand written paper log of 500 or more QSOs must include the required dupe sheet.
   8.7. Logs sent via the regular mail service should be addressed to: November SS CW or November SS Phone, ARRL, 225 Main St, Newington, CT 06111.
   8.8 Electronic entries should be submitted via the online uploading web service at contest-log-submission.arrl.org.

9. Other information.

9.1. See "General Rules for All ARRL Contests" and "General Rules for ARRL Contests on Bands Below 30 MHz (HF)" or from the ARRL Contest Branch.

9.2. All contest queries should be directed to contests@arrl.org or by telephone to 860-594-0232. All contest rules and entry forms may be downloaded here.

General Rules for All ARRL Contests

1. **Precedence of Rules:**
   1.1. Rules for individual contests or events, including Field Day, take precedence over all General Rules.
   1.2. General Rules for HF and VHF contests take precedence over General Rules for all contests.

2. **Conditions of Entry:**
   2.1. Entrants agree to be bound by the provisions and intent of ARRL contest rules.
   2.2. Entrants agree to be bound by the regulations of their national licensing authority.
   2.3. Entrants agree to be bound by the decisions of the ARRL Awards Committee.
   2.4. All entries become the property of the ARRL.

3. **General Rules:**
   3.1. All operators must observe the limitations of their operator licenses and station licenses at all times.
   3.2. All call signs and exchange information must be sent, received, acknowledged and logged correctly by each station for a complete QSO.
   3.3. An operator may not use more than one call sign from any given location during the contest period.
   3.4. The same station may be worked only once per band for contest credit.
   3.5. A transmitter used to contact one or more stations may not be subsequently used under any other call during the contest period, except for family stations where more than one call has been issued, and then only if the second call sign is used by a different operator. (The intent of this rule is to accommodate family members who must share a rig and to prohibit manufactured or artificial contacts.)
   3.6. For the purposes of ARRL contests, maritime mobile is defined as shipboard operation on the high seas, outside of the territorial waters of the country (defined for these purposes only as 12 miles).
   3.7. All transmitters and receivers must be located within a 500-meter diameter circle, excluding antennas.
       3.7.1. This prohibits the use of remote receiving installations.
       3.7.2. Exceptions:
           3.7.2.1. Stations remotely controlled by radio link may use necessary equipment at the control point. This does not include using the control point as another receiving location.
           3.7.2.2. Multioperator and Single Operator Assisted stations may use spotting nets.
   3.8. Cross-band contacts are not permitted.
   3.9. Contacts made through repeaters, digipeaters, or gateways are not permitted.
       3.9.1. This applies to all forms of active relays or repeaters.
       3.9.2. Satellite contacts, where allowed, are not subject to this rule.
   3.10. The use of non-Amateur Radio means of communication (for example, Internet or telephone) to solicit a contact (or contacts) during the contest period is not permitted.

3.11. Entrants who qualify for unsponsored plaques may purchase them from the ARRL Contest Branch.

3.12. General contest queries should be directed to the Contest Branch Manager via e-mail at contests@arrl.org or by telephone at 860-594-0232.

3.13. All logs (electronic or paper) submitted to the ARRL for any contest must be in chronological order, in a single log (file). Separate band-by-band files or logs are subject to being classified as checklogs and ineligible for competition.

3.14. In contests where spotting nets are permissible, spotting your own station or requesting another station to spot you is not permitted.

3.15. Unless otherwise specified, in any ARRL Contest where off time is required, the minimum block of off time must be at least 30 minutes.

4. **ARRL Standard File Format for Electronic Submission of Entries:**

4.1. The official ARRL File Format for electronic submissions is the Cabrillo format.

4.1.1. The Cabrillo log file must include both an accurately completed header (containing the summary information) and complete QSO log data for each contact.

4.2. All electronic files must be standard ASCII text.

4.2.1. Output files from word processors (such as Word documents), database programs (such as Excel spreadsheets) or logging program .bin files that are not ASCII text files are not acceptable for submissions.

4.3. Cabrillo format specifications are available:

4.3.1. On the ARRL Contest homepage at: www.arrl.org/contests.

4.3.2. On the Internet at www.kkn.net/~trey/cabrillo/.

4.3.3. By sending an SASE with two units of postage and $1 to: Cabrillo File Specs, Contest Branch, ARRL, 225 Main St, Newington, CT 06111.

4.4. Electronic log files may be submitted either via the Internet using the log uploading service at contest-log-submission.arrl.org, or as an e-mail attachment.

4.4.1. Files sent via e-mail must be sent as attachments, not as the text of the e-mail and sent to the appropriate e-mail address from the following list:

4.4.1.1.
10GHZ@arrl.org
10Meter@arrl.org
160Meter@arrl.org
AugustUHF@arrl.org
DXCW@arrl.org
DXPhone@arrl.org
EMEContest@arrl.org
FieldDay@arrl.org
IARUHF@iaru.org
JanuaryVHF@arrl.org
JuneVHF@arrl.org
RTTYRU@arrl.org
SeptemberVHF@arrl.org
SSCW@arrl.org

SSPhone@arrl.org
StraightKey@arrl.org

4.4.2. E-mail log submissions should include ONLY the participant's call sign in the SUBJECT: line. Do not include contest name, category, etc in the SUBJECT line of the email.

4.4.3. Electronic files must be named with the call sign used during the contest and the file extension .log or .txt.

4.4.4. Do not send zip files.

4.5. Electronic logs are assumed to be signed when submitted.

4.6. Any log that is computer generated must be submitted as an electronic file in Cabrillo file format. Failure to submit the required electronic file can result in the entry being designated a checklog, and thereby ineligible for competition. **A paper printout of an electronic log file is not an acceptable substitute.**

4.7. Only one entry may be included in each submission (e-mail or diskette). CW and Phone weekends of the November Sweepstakes and International DX Contest are considered separate contests and must be submitted separately.

4.8. All diskettes submitted become property of the ARRL and are not returnable.

4.9. Multioperator Two Transmitter category entries must indicate which transmitter makes each QSO in the Cabrillo log file.

4.10. The log checking software will calculate off times in those contests that include them. Do not list them in the main body of the Cabrillo log file itself or in the Soapbox comments.

4.11. Any electronic file that does not include complete entry information (category, power, call signs, section, operator's list, etc) will have the missing data recorded at a default value or may be designated as a checklog.

4.11.1. Multioperator submissions must include the complete list of operators in the Cabrillo OPERATORS: field.

4.11.2. If a club call is used, the Cabrillo OPERATORS: field must include the call of operator/s participating.

4.12. Diskettes sent via postal service should be mailed to: ARRL, 225 Main St, Newington, CT 06111 with the contest name clearly marked on the envelope/mailer. It is recommended that the sender obtain a receipt showing the date the entry was mailed in case a problem arises.

5. **Paper Logs:**
5.1. Entrants must use official Contest Forms or acceptable facsimile.
5.2. The most current forms should be used, as scoring rules, ARRL sections, etc, do change periodically. Paper submissions that have incomplete or missing information may be classified as a checklog.
5.3. Handwritten logs files, showing required QSO information, are accepted for all ARRL contests.
5.4. Handwritten logs that have been transcribed into a word processor, database, or logging program after the contest are considered electronic logs. The electronic log file in Cabrillo file format for these logs must be submitted.
5.5. Paper entries with 500 or more QSOs must include band by band dupe sheets.

5.5.1. A dupe sheet is an alphanumerically sorted list of all contacts made during the contest, sorted by band and mode as appropriate. A list of duplicate contacts does not meet this requirement.

5.6. Paper entries should be submitted to: ARRL, 225 Main St, Newington, CT 06111 with the contest name clearly marked on the envelope. It is recommended that the sender obtain a receipt showing the date the entry was mailed in case a problem arises.

5.7. Only one contest entry may be included in each envelope mailed to ARRL.

6. **Reporting:**

6.1. Entries must be sent to the ARRL within 30 days after the end of the contest. For electronic submissions, this is determined by the date the e-mail is sent. For regular mail, this is determined from the postmark.

6.2. Logs not submitted or postmarked by the contest deadline may be classified as checklogs.

6.3. Entries received at the ARRL more than 30 days after the contest submission deadline may not be included in QST listings.

6.4. All entries -- whether electronic or paper - must include complete summary information or may be re-classified as checklogs.

7. **Disqualification and Penalties:**

7.1. If the claimed score of a participant is reduced by 2% or more, the entry may be disqualified. Score reduction does not include correction of arithmetic errors.

7.2. Score reduction may be made for taking credit for unconfirmed QSOs or multipliers, duplicate contacts or other scoring discrepancies.

  7.2.1. Duplicate QSOs in electronic log file are considered zero point QSOs and are not penalized.

7.3. If a paper entry with more than two-percent duplicate contacts left in the log is detected, it will be automatically disqualified.

7.4. If an entry in which more than 2% "rubber clocking" is detected, (altering the actual time to increase the operating time so that it is greater than the allowable limit) it will be automatically disqualified.

7.5. Participants that are disqualified will be barred from submitting an entry in the next annual running of that specific contest; for example, disqualification from the 2000 Phone SS prohibits submission of an entry for the 2001 Phone SS, but 2001 CW SS participation is allowable.

7.6. Call signs of all disqualified participants will be listed in the QST contest report.

7.7. Any participant on the borderline of disqualification, but not actually disqualified, may receive a warning letter.

7.8. In a paper log, for each duplicate contact that is claimed for credit, each miscopied call sign or each busted exchange that is removed from the log by HQ, three additional contacts will be deleted as a penalty. In electronic logs, for each duplicate contact that is claimed for credit, each miscopied call sign or each busted exchange that is removed from the log by HQ, one additional contact will be deleted as a penalty. The penalty will not be considered part of the 2% disqualification criteria.

7.9. In all cases, the decisions of the ARRL Awards Committee are final.

8. **Club Competition:**
    8.1. There are eight ARRL-sponsored contests that are designated as Affiliated Club Competitions (ACC) for ARRL and RAC affiliated clubs:
        8.1.1. January VHF Sweepstakes
        8.1.2. RTTY Roundup (January)
        8.1.3. (February and March) International DX Contest
        8.1.4. June VHF QSO Party
        8.1.5. August UHF Contest
        8.1.6. September VHF QSO Party
        8.1.7. November Sweepstakes
        8.1.8. (December) 160-Meter Contest
        8.1.9. (December) 10-Meter Contest
    8.2. Only clubs actively affiliated with the ARRL or RAC may participate in the ACC.
        8.2.1. Within the US and its territories, a club must:
            8.2.1.1. Be affiliated with the ARRL, and
            8.2.1.2. Have filed an annual report with the Field Services Department of ARRL HQ within the last two years.
        8.2.2. Clubs outside of the ARRL operating territory may participate as follows:
            8.2.2.1. In Canada, clubs that are fully affiliated with the Radio Amateurs of Canada (RAC) are eligible to submit scores for an Affiliated Club Competition event.
            8.2.2.2. Clubs outside ARRL operating territory or Canada must be ARRL affiliates as determined by the "Rules and Regulations Concerning Affiliated Societies " section of the ARRL Articles of Association, By-Laws, Rules and Regulations.
    8.3. For a club to be listed, the following conditions must be met:
        8.3.1. A minimum of three entries from qualified club members must be submitted.
        8.3.2. The entry must clearly indicate the club name in the Cabrillo file header.
        8.3.3. To be qualified to submit a score in the Affiliated Club Competition, operators must be eligible members in good standing of the club designated, and reside and operate in the club territory as provided in 8.4.1, 8.4.2, and 8.4.3. The Club Secretary or designated Club Scorekeeper for an affiliated club must submit a list of all club members eligible to compete for the club (not a club roster) and which level (unlimited, medium, local) they wish to enter for each competition prior to the start of the contest.

        8.3.3.1. Club Eligibility Lists may be submitted via the ARRL-provided web uploading service, or by email, fax, or postal service mail to the ARRL Contest Branch Manager. The Eligibility List must contain the club name, club ARRL section (or location of the center of the club's eligibility circle), and a list of member call signs and locations. Locations are specified as six-character grid locators (e.g. FN20ab or DM13sc). Distances are calculated from center-to-center of the six-character grid locators.

8.3.3.2 Failure by the club to submit a valid list of member's eligible to submit scores for the club either electronically or by mail may result in the club being declared ineligible for the Club Competition event in question.

8.3.4. A member's score must be shown in the contest results to be counted for a club. Only that score shown in the results (or in subsequent corrections) will count for the club competition.

8.4. There are three categories of club competition:

8.4.1. **Unlimited**

8.4.1.1. Club submits 51 or more entries.

8.4.1.2. One station can submit two entries one on CW and one on Phone in the November Sweepstakes and the DX Contest.

8.4.1.3. The club territory is either defined by:

8.4.1.3.1. A 175-mile (282-kilometer) circle from a designated center; or

8.4.1.3.2. One ARRL section.

8.4.1.4. All stations must be located and all operators must reside within the designated club territory.

8.4.1.5. All members must be "members in good standing" according to the rules and requirements of the club.

8.4.1.6. Eligible members that operate stations outside the club territory may not compete in the club competition, except as provided in rule 8.6.

8.4.2. **Medium**

8.4.2.1. Club submits 50 or fewer entries and does not qualify under the local club criteria.

8.4.2.2. One station can submit two entries--one on CW and one on Phone in the November Sweepstakes and the DX Contest.

8.4.2.3. The club territory is either defined by:

8.4.2.3.1. A 175-mile (282-kilometer) circle from a designated center; or;

8.4.2.3.2. An ARRL-section.

8.4.2.4. All stations must be located and all operators must reside within the designated club territory.

8.4.2.5. All members must be "members in good standing" according to the rules and requirements of the club.

8.4.2.6. Eligible members that operate stations outside the club territory may not compete in the club competition, except as provided in rule 8.6.

8.4.3. **Local**

8.4.3.1. Club submits 10 or fewer entries.

8.4.3.2. One station can submit two entries - one on CW and one on Phone in the November Sweepstakes and the DX Contest.

8.4.3.3. All members must reside and operate within 35 miles of the club's designated center.

8.4.3.4. All members must be "members in good standing" according to the rules and requirements of the club.

8.5. At Single Guest-Operator and Multioperator stations:

8.5.1. To claim a Guest Operator score for a club, the guest operator at a single-operator station must meet the membership and residence requirement for the club classification (Unlimited, Medium or Local see rule 8.4) and the station must be located within the defined club territory. The owner of the station does not need to be a member of the club claiming the score.

8.5.2. At least 50% of the operators at a multi-operator station must be eligible members of the club and the station must be located within the defined club territory. The owner of the station does not need to be a member of the club claiming the score.

A club member who resides outside of the club territory counts as a non-member when determining the number of eligible members at a multi-operator station.

8.5.3. Multioperator entries may (optional) utilize non-member operators licensed one year or less without including such operators in the 50% calculation. (The intent here is to encourage clubs to recruit contesters from newer amateurs without adversely affecting the club aggregate score.)

8.5.4. All other applicable contest rules must be satisfied.

8.6. For the ARRL International DX Contest only, DXpedition (operating outside the United States and Canada) scores for either single operator or multioperator stations may be counted for Medium or Unlimited Clubs even though the operation is outside the club's area, provided all other requirements are met.

8.7. For multioperator stations, the score may count for only one club and at least 50% of the operators must be members of the club receiving the score and meet all other criteria.

8.8. A club's entry classification may be changed if, in the opinion of the ARRL Awards Committee, the club has manipulated its number of entries to allow the club to enter a lower classification. (For example, if a club with 100 members submits only the 10 highest scores, even if more than 10 of its members compete.)

8.9. It is not within the intent of these rules that a club should vote out a member or that a member resign and then be voted back into the club later so the member in good standing rule can be met.

8.10. The highest scoring active affiliated club entry in each category (unlimited, medium, local) will be awarded a gavel.

Rules for ARRL Contests Below 30 MHz

1. **General Rules:**
    1.1. See General Rules for All ARRL Contests.
    1.2. Cross-mode contacts are not permitted.
    1.3. The total transmitter output power per band for any high power entry in any category for an ARRL Contest is either 1500 watts PEP or the maximum allowable power level established by the national licensing authority of your country, whichever is lower.

2. **Entry Categories:** The following categories are defined for ARRL contests on bands below 30 MHz. See the rules for each contest to determine which categories apply and whether additional categories exist for that contest.
    2.1. **Single Operator**: One person performs all transmitting, receiving, and logging functions as well as equipment and antenna adjustments.
        2.1.1. Use of spotting assistance or nets (operating arrangements involving other individuals, DX-alerting nets, packet, Internet, multi-channel decoders (such as CW Skimmer), etc.) is not permitted.
        2.1.2. Single-Operator stations are allowed only one transmitted signal at any given time.
        2.1.3. Single Operators may be divided into subcategories based on power output:
            2.1.3.1. QRP: 5-W PEP output or less.
            2.1.3.2. Low Power: 150-W PEP output or less.
            2.1.3.3. High Power: More than 150-W PEP output (see rule 1.3).
    2.2. **Single Operator Unlimited**: One person performs all transmitting, receiving, and logging functions as well as equipment and antenna adjustments. (Note: See rule 2.3.1.1)
        2.2.1. Use of spotting assistance or nets (operating arrangements involving other individuals, DX-alerting nets, packet, multi-channel decoders (such as CW Skimmer), etc.) not physically located at the station is permitted. (Exception: spotting information obtained from any source outside the station boundary via a closed or dedicated communication link may not be used.)
        2.2.2. Single Operator Unlimited stations are allowed only one transmitted signal at any given time, not including transmissions on a spotting net.
    2.3. **Multioperator**: More than one person performs transmitting, receiving and logging functions, etc. Multioperator stations are divided into subcategories:
        2.3.1. Multioperator, Single Transmitter: Stations are allowed only one transmitted signal at any given time.
            2.3.1.1. In those contests that do not have Single Operator Assisted category, this category includes those single operators that use any form of spotting assistance such as from nets or packet.
            2.3.1.2. Includes those that receive assistance with logging or relief operators, etc.
            2.3.1.3. Limited to 6 band changes (maximum) in any clock hour.
                2.3.1.3.1. The clock hour is from zero through 59 minutes.

2.3.1.3.2. Band changes are defined so that, for example, a change from 20 meters to 40 meters and then back to 20 meters constitutes two band changes.

2.3.1.4. Violation of the 6-band change rule or improper logging will result in an entry reclassification to the Multi-operator, Multi-transmitter category.

2.3.2. **Multioperator, Two-Transmitter**:

2.3.2.1. A maximum of two transmitted signals at any given time, on different bands.

2.3.2.2. Each transmitter is limited to 6 band changes (maximum) in any clock hour. Unused band changes from radio one may not be transferred to radio two.

2.3.2.2.1. The clock hour is from zero through 59 minutes.

2.3.2.2.2. Band changes are defined so that, for example, a change from 20 meters to 40 meters and then back to 20 meters constitutes two band changes.

2.3.2.2.3. Violation of the 6-band change rule or improper logging will result in an entry reclassification to the Multioperator Multi-transmitter category.

2.3.2.3. Both transmitters may work any and all stations; the second transmitter is not limited to working new multipliers only. However, a station may only be worked once per band regardless of which transmitter is used.

2.3.2.4. Each of the two transmitters must keep a separate, chronological log for the entire contest period.

2.3.2.5. The Cabrillo log must indicate which transmitter made each QSO in this category.

2.3.3. **Multioperator, Multi-transmitter**:

2.3.3.1. A maximum of one transmitted signal per band at any given time.

2.3.3.2. Multioperator Multi-transmitter stations must keep a separate, chronological log for each band for the entire contest period.

Submitting a Cabrillo-Formatted Log

If your logging software can export your contest log as a Cabrillo-formatted file, just email it to sscw@arrl.org or ssphone@arrl.org as described in KX9X's online article "Submitting an Electronic Contest Log". You can also submit your contest QSO information using log submission web page or the Cabrillo web form by WA7BNM.

However, if you want to create a Cabrillo-formatted log yourself or just check what your software has generated, examples of headers for each Sweepstakes category follow this page.

Here's an example of a Cabrillo header for the popular Single-Operator, Low Power category (you would have sent A as your exchange precedence during the contest).

START-OF-LOG: 3.0
CALLSIGN: W1AW *< Replace with your information*
LOCATION: CT *< Replace with your information*
CONTEST: ARRL-SS-CW *[or ARRL-SS-SSB for Phone Sweepstakes]*
CATEGORY-OPERATOR: SINGLE-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: LOW
CATEGORY-MODE: CW
CATEGORY-ASSISTED: NON-ASSISTED
CATEGORY-STATION: FIXED
CLUB: *[Enter the full name of your club if your club takes part in Club Competition or leave blank]*
NAME: Hiram Percy Maxim *< Replace with your information*
ADDRESS: 225 Main Street *< Replace with your information*
ADDRESS: Newington, CT 06111 *< Replace with your information*
ADDRESS: *[Use as many lines as you need, repeating the ADDRESS: at the beginning of each address line.]*
SOAPBOX: *[Enter your comments on the contest, repeating the SOAPBOX: at the beginning of each line, for as many lines as you want.]*

The header will then be followed by lines of QSO data from your log, starting with:
QSO:

At the very end, you'll need:
END-OF-LOG:

If you have questions that aren't answered in the how-to article, please contact the ARRL Contest Branch Manager, Bart Jahnke W9JJ at w9jj@arrl.net.

Cabrillo Headers for ARRL November Sweepstakes

Single Operator, Low Power (Category: SOLP)

START-OF-LOG: 3.0
CALLSIGN: W1AW
LOCATION: CT
CONTEST: ARRL-SS-CW [or ARRL-SS-SSB]
CATEGORY-OPERATOR: SINGLE-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: LOW
CATEGORY-MODE: CW
CATEGORY-ASSISTED: NON-ASSISTED
CATEGORY-STATION: FIXED
CLUB: [Type the full name of your club if your club takes part in Club Competition or leave blank]
NAME: Hiram Percy Maxim
ADDRESS: 225 Main Street
ADDRESS: Newington, CT 06111
ADDRESS:
SOAPBOX:

Single Operator, High Power (Category: SOHP)

START-OF-LOG: 3.0
CALLSIGN: W1AW
LOCATION: CT
CONTEST: ARRL-SS-CW [or ARRL-SS-SSB]
CATEGORY-OPERATOR: SINGLE-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: HIGH
CATEGORY-MODE: CW
CATEGORY-ASSISTED: NON-ASSISTED
CATEGORY-STATION: FIXED
CLUB: [Type the full name of your club if your club takes part in Club Competition or leave blank]
NAME: Hiram Percy Maxim
ADDRESS: 225 Main Street
ADDRESS: Newington, CT 06111
ADDRESS:
SOAPBOX:

Single Operator, QRP (Category: SOQRP)

START-OF-LOG: 3.0
CALLSIGN: W1AW
LOCATION: CT
CONTEST: ARRL-SS-CW [or ARRL-SS-SSB]
CATEGORY-OPERATOR: SINGLE-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: QRP
CATEGORY-MODE: CW
CATEGORY-ASSISTED: NON-ASSISTED
CATEGORY-STATION: FIXED
CLUB: [Type the full name of your club if your club takes part in Club Competition or leave blank]
NAME: Hiram Percy Maxim
ADDRESS: 225 Main Street
ADDRESS: Newington, CT 06111
ADDRESS:
SOAPBOX:

Single Operator Unlimited, High Power (Category: SOUHP)

START-OF-LOG: 3.0
CALLSIGN: W1AW
LOCATION: CT
CONTEST: ARRL-SS-CW [or ARRL-SS-SSB]
CATEGORY-OPERATOR: SINGLE-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: HIGH
CATEGORY-MODE: CW
CATEGORY-ASSISTED: ASSISTED
CATEGORY-STATION: FIXED
CLUB: [Type the full name of your club if your club takes part in Club Competition or leave blank]
NAME: Hiram Percy Maxim
ADDRESS: 225 Main Street
ADDRESS: Newington, CT 06111
ADDRESS:
SOAPBOX:

Single Operator Unlimited, Low Power (Category: SOULP)

START-OF-LOG: 3.0
CALLSIGN: W1AW
LOCATION: CT
CONTEST: ARRL-SS-CW [or ARRL-SS-SSB]
CATEGORY-OPERATOR: SINGLE-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: LOW
CATEGORY-MODE: CW
CATEGORY-ASSISTED: ASSISTED
CATEGORY-STATION: FIXED
CLUB: [Type the full name of your club if your club takes part in Club Competition or leave blank]
NAME: Hiram Percy Maxim
ADDRESS: 225 Main Street
ADDRESS: Newington, CT 06111
ADDRESS:
SOAPBOX:

Multioperator, Single Transmitter, High Power (Category: MSHP)

Power (MSHP) START-OF-LOG: 3.0
CALLSIGN: W1AW
LOCATION: CT
CONTEST: ARRL-SS-CW [or ARRL-SS-SSB]
CATEGORY-OPERATOR: MULTI-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: HIGH
CATEGORY-MODE: CW
CATEGORY-ASSISTED: ASSISTED
CATEGORY-STATION: FIXED
CLUB: [Type the full name of your club if your club takes part in Club Competition or leave blank]
OPERATORS: W1AW, W1HQ, W1INF
NAME: Hiram Percy Maxim
ADDRESS: 225 Main Street
ADDRESS: Newington, CT 06111
ADDRESS:
SOAPBOX:

Multioperator, Single Transmitter, Low Power (Category: MSLP)

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START-OF-LOG: 3.0
CALLSIGN: W1AW
LOCATION: CT
CONTEST: ARRL-SS-CW [or ARRL-SS-SSB]
CATEGORY-OPERATOR: MULTI-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: LOW
CATEGORY-MODE: CW
CATEGORY-ASSISTED: ASSISTED
CATEGORY-STATION: FIXED
CLUB: [Type the full name of your club if your club takes part in Club Competition or leave
blank]
OPERATORS: W1AW, W1HQ, W1INF
NAME: Hiram Percy Maxim
ADDRESS: 225 Main Street
ADDRESS: Newington, CT 06111
ADDRESS:
SOAPBOX:
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School Club (Category: S)

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START-OF-LOG: 3.0
CALLSIGN: W1AW
LOCATION: CT
CONTEST: ARRL-SS-CW [or ARRL-SS-SSB]
CATEGORY-OPERATOR: MULTI-OP
CATEGORY-TRANSMITTER: ONE
CATEGORY-BAND: ALL
CATEGORY-POWER: HIGH
CATEGORY-MODE: CW
CATEGORY-ASSISTED: ASSISTED
CATEGORY-STATION: SCHOOL
CLUB: [Type the full name of your club if your club takes part in Club Competition or leave
blank]
OPERATORS: W1AW, W1HQ, W1INF
NAME: Hiram Percy Maxim
ADDRESS: 225 Main Street
ADDRESS: Newington, CT 06111
ADDRESS:
SOAPBOX:
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