



OFFICIAL EVENT HANDBOOK

* Race Guide and Event Handbook subject to change until race day. Notification of changes will be done via email.

TABLE OF CONTENTS:

FROM THE ORGANIZERS

PACKET PICK UP / TEAM CAPTAIN MEETING

REQUIRED GEAR /RACE DAY CHECK-IN

SAFETY

RACE SUPPORT / CONTACT INFO

RULES OF THE ROAD

DEFINITION OF TERMS

RESULTS / AWARDS

POST RACE PARTY

FROM THE RACE DIRECTORS

This is the **Official ROSE CITY RELAY Event Handbook**. Its purpose is to provide instruction, information and rules for the relay.

Dear Teams,

We welcome you to the 2nd annual Rose City Relay! We look forward to sharing a very fun, festive and successful event with all of you. As with all of our events, the three main focuses are on organizing a professional event, making sure everyone is safe, and having fun. We hope you all will enjoy this event and we are pretty sure you will. We hope you will appreciate the effort we put in to make this a very unique relay, taking advantage of so many great places in and around Portland that all of us enjoy exploring. We can't wait to meet you all and hear about your fun experiences along your journey.

Sincerely,

Team Terrapin

PACKET PICK UP / TEAM CAPTAIN MEETING:

We'll hold packet pickup and mandatory team captain meeting on Friday June 28th. We'll post on our site and notify all team captains of the time and location via email as we get closer to this date.

SAFETY GEAR / RACE DAY CHECK-IN

Teams will be required to report to the starting line 30 minutes before your start time for race check in.

Teams will be required to present the following items at check in:

- First Aid Kit
- One reflective vest
- One head lamp
- A "Runner on Road" sign needs to be secured to the back of your support vehicle. Support vehicle may vary, we suggest a sign size of 24" x 24"

Race bibs will be provided for each runner. Runners must wear their bib during their leg.

A slap bracelet will be provided to each team. The bracelet must start with the first runner and end with the last. Each time a runner goes through an exchange, the bracelet is handed off to the next runner. The bracelet is never off the road. Whatever you do, DO NOT lose the bracelet.

GENERAL SAFETY:

- In the event of a true emergency dial 911
- Make sure your support vehicle and team are in a safe place and stay put until someone from the Emergency Response Team can get to you.
- We will have roaming bike medics throughout the entire course. Please call (TBA) or try and locate the bike medic closest to you.
- Call Chris at (503) 502-1973 to notify us of the situation. We will work with you and the EMS authorities if required. Please use Aaron at (503) 803-9242 as a backup.
- Each team is limited to one support vehicle (passenger car, passenger van, sport utility vehicle (SUV), etc).
- Although there should be cell reception through the entire event, in the rare case your team requires medical attention in an area where you have no cell reception; the official signal to alert others is to blast your car horn in the following manner: **THREE SHORT BLASTS...THREE LONG BLASTS....THREE SHORT BLASTS**, etc. Continue this until somebody arrives or until you find a member of our staff who is carrying a radio and able to transmit the details of the Emergency.
- Use of First-Aid Kit. Personal responsibility means you will be able to attend to basic scrapes, bug bites, sore muscles, allergies, etc. You will be required to show your kit at check-in.
- It is important to stay hydrated. Please ensure your team carries plenty of water.
- **Do not cross any roads without first looking both ways to ensure its safe to cross.** While the majority of the event is on quiet and peaceful paths, we will be crossing many very busy streets along the route. **PLEASE ONLY CROSS AT DESIGNATED CROSSINGS!** Where available, we will have a volunteer or staff member present to help insure safe crossing at these areas.
- Do not pull over on busy roads or in non-designated areas. Some parts of this race are on roads with little or no shoulder with high traffic.
- Pets (including team mascots) are not allowed on the course.

RACE OFFICIALS / CONTACT INFO:

Chris: 503-502-1973

Aaron: 503-803-9242

We will also give teams contact info for our course managers and Mount Hood Ski Patrol as we get closer to the event.

With 66.5 miles and twelve legs between you and the finish line we have made every effort possible to anticipate the unexpected but things happen and we'll be available on race day if you need us. Please contact us if:

- There is an emergency (After dialing 911 if applicable)
- If you need to report the conduct of another team doing something illegal or dangerous
- Problems on the course or a concern we need to address immediately.
- If you need to drop out or will be finishing much later than expected

LEG SUPPORT DEFINITIONS:

Full support means that all of the runner's leg is accessible by the support vehicle and provided you can find a SAFE legal place to pull over you are able to support your runner at any time during the leg. It's pretty typical to support a runner every couple miles to make sure they are on course, if they need water or to simply cheer them on.

Partial Support means that there are some areas of the leg with limited or no access to the runner. For instance most of the run along the Marine Drive path, Smith and Bybee lakes, the riverfront esplanade and the Springwater Corridor have limited access points to support your runner. We will have Mt. Hood Ski Patrol bicycle rovers along the course in these areas but we do recommend that runners carry their own water and have a cell phone on hand.

Shadowing simply means that the support vehicle is allowed to drive right behind the runner. As a general rule however it is customary to drive ahead of the runner every few miles and pull off the road in a safe spot and wait for the runner to catch up. You can cheer the runner on, offer water/food and make sure their doing okay. Support vehicles then generally go ahead a few miles vs. staying with the runner the whole way.

Pacing is not allowed.

RULES OF THE ROAD:

Please, no littering. Please leave the course as clean (or better) than we found it. Trash receptacles will be available at all the leg exchanges if you have items that need to be discarded. It is also suggested to have a trash bag or two in the support vehicle to collect these items to discard when you get home.

Porta Potties will be at the start / finish lines as well as at all exchanges. Please use the facilities provided vs the great outdoors.

Inclement weather. In the event of a weather emergency, such as an electrical storm with lightning, stop all relay activities and move to a safe place off the course. Wait until the danger has passed and then take your runner back to the place where you picked them up, and continue with the relay. Adjustments to your time will be made should this occur.

Drop outs may occur. In the event of an injury, any of the remaining runners can replace the injured runner. You are not allowed to bring in a new member to run the remaining legs for the injured runner. With the exception of the leg in which the runner was injured, legs cannot be split. For example: if runner #4 is injured during her current leg, any member of the team may complete the leg for her.

In the event a runner gets lost or off course, teams are responsible to make sure that their runners stay on the course. We have provided detailed leg descriptions for each leg of the relay. We have taken the time to mark or place a volunteer at any area we think may be a bit confusing, but it is still up to the runner and team to be diligent and find their way. Vehicles may wait for their runners at critical points on their leg to direct them which way to go. If a runner gets off course, they are to return on foot or in their support vehicle to the point where they went off course and continue from there. It is a violation to drive ahead to make up for the mileage that they may have added.

Leg Exchanges will be marked with an exchange chute as an area to handoff to the next runner. We'll strive to man each exchange with volunteers but on the outside chance that the exchange is unmanned, please follow the rules and make your handoff in the exchange zone.

Thank the Volunteers as you see them! We couldn't do this without them.

AWARDS

Awards will be given to 1st, 2nd and 3rd place finishers in the following categories:

FINISH LINE

When you drop off your last runner and pick up the leg 11 runner, head immediately back to Level Beer, park and enter the finish area. Once there, head to the finish line corral to await the announcement of your team member returning. The entire team will finish with a run to the finish line in front of the crowd! Don't forget to cheer on the other teams as they finish.

POST RACE PARTY: Stick around after for music, food, beer, cider, etc. Hang out with your team and meet other folks as you bask in the glory of your accomplishment, exchange stories and kick back and relax!