

## **EVENT RULES & GUIDELINES APPLICABLE TO ALL PARTICIPANTS**

The following event rules and guidelines are intended to help produce and direct a large scale event, to ensure the safety of all participants, to meet the requirements of local government permits and to be compliant with applicable USA Track & Field (USATF) regulations for participant performance records and event liability.

### **PARTICIPATION**

- Registrants must be capable of completing the full distance, start line to finish line, within event time requirement of 1 hour, 2 minutes (20:00 per mile pace) for the 5K distance.
- To register for the 5K, participants must be 7 years of age or older on event day. Participants under 18 years of age must have a statement signed by a parent or legal guardian permitting participation.
- Each participant must sign an event waiver before participating in the event. Registrants under 18 years of age must have an applicant wavier signed by a parent or legal guardian.
- The 5K event time requirement and age minimum apply to all forms of entry and event participation.
- Any participant seeking accommodation in respect of a disability must submit a written request to the Event Registration Manager. E-mail your request to [Race@FleetFeetChicago.com](mailto:Race@FleetFeetChicago.com).
- Participant event number bibs and timing devices are specific personal identifiers and may not be exchanged with or transferred/sold to any other person. Sale, trade and/or transfer of race entry/bibs and timing devices are strictly prohibited and will result in the disqualification and/or banning of any individuals involved from future events.
- The Ravenswood Run 5K maintains a no refund, no transfer and no deferment policy on all race entries and other offers. Exceptions to the policy may be made only in the event of military deployment, bereavement, or critical illness. In such cases, additional documentation may be required before a refund request is processed. All requests for exceptions must be made prior to the event.
- Registration closure is determined and announced when event participation reaches the established participant capacity.

### **PACKET (BIB NUMBER) PICK-UP**

- A Participant Packet (Bib, Timing Device, Safety pins, gear check bag, tag & fastener, and T-Shirt) will NOT be released without a valid Entry Confirmation e-mail and valid Photo ID.
- In the event a registered participant wishes to have someone else pick up his/her participant packet, the registered participant should provide that individual with his/her Entry Confirmation e-mail.
- Anyone needing to pick-up their packet without their Entry Confirmation e-mail must be prepared to show their Photo ID at the Packet Pick-Up Help Desk.
- Participants Packets are only available for pick up at Packet Pick-Up locations, at designated times and will not be mailed to participants.
- Race Day Packet Pick-Up will be available from 6:30am-7:30am only.

### **PARTICIPANT CONDUCT AND SAFETY**

- Participants must follow instructions as given from all event officials including race staff, volunteers, medical personnel, fire and police officials, security officers and city officials throughout the duration of the event.
- All participants are expected to conduct themselves in a professional and courteous manner towards the community and their fellow participants during their participation in the event. This means, for example, alcohol consumption, urinating or defecating in public except in designated toilet facilities, participant obstruction anywhere on or near the course shall be strictly prohibited unless facilitated by the event. Anyone violating this rule of conduct shall be disqualified from the event and will be asked to leave the course.
- Every participant shall be provided with an event bib number, which shall be conspicuously worn on the front (and back when applicable) of the participant's outermost layer during the event. The event bib number is to be worn as issued. No participant shall be permitted to participate in the event without the appropriate bib number.
- The use of music devices (e.g. iPods) is permitted during the race; however, athletes competing for overall awards or prize money may not use music or communication devices during the race. The use of cell phones, video devices, cameras or similar devices by participants while in the event is strongly discouraged, and event officials reserve the right to disqualify any participant using such devices who poses a safety hazard on the course.

- The use of wheeled devices by participants or any other person authorized to be on the course is limited to (a) authorized race officials (b) authorized course marshals on bicycles (c) participants with baby strollers or joggers (who adhere to the following):
  - Participants with a baby stroller or jogger must conduct themselves in a professional and courteous manner, participate non-competitively, begin toward the back of the start area, and yield to all race officials, course marshals, and fellow participants.
- Skateboards, rollerblades, unauthorized bicycles or any other unauthorized wheeled device will not be permitted on the course.
- Participants must begin the event during the official recognized starting times. The course will remain secured until the Official End Vehicle crosses the finish line. At that time, the event is officially concluded, there will be no traffic protection and course Aid Stations will cease operation.
- Medical personnel authorized by the event to do so may examine any participant who appears in distress. If in the sole opinion of authorized medical personnel it is in the best interest of the participant's health and welfare, medical personnel may remove a participant from the event.
- Participants must retire at once from the race if ordered to do so by a member of the event staff, medical staff, or any governmental authority, including fire and police officers.
- Participants are responsible and assume liability for any and all medical expenses incurred as a result of training for and/or participation in the event, including but not limited to ambulance transport, hospital stays, physician and pharmaceutical goods and services.
- Event officials reserve the right to delay, cancel or suspend the race due to inclement weather in accordance with Emergency Protocol on severe emergencies and/or weather.
- Participants should familiarize themselves with the Event Alert System (EAS) and adjust their race plans accordingly.
- Participants are responsible for the recognition and understanding of event signage, symbols and colors relating to participant warnings, maps facilities and directions.

## THE START

- All participants are responsible for knowing the race's start time and check-in method for the start of the event. All participants must be present at the appointed time to receive instructions and to participate in the Official Start of the race.
- Participants shall assemble for the race no less than 15 minutes prior to the race start.
- All participants must enter the Start Corral at the designated entry points. Any person who climbs the fence or otherwise enters improperly will be disqualified from the event.
- All participants must be positioned behind the Official Start line and timing mat prior to the race start.
- All participants shall position themselves in the start corral based on expected pace using posted per-mile signs in the starting area.

## COURSE MONITORING

- Any participant who refuses to obey the directions of event officials, including fire and police officials, city officials or course marshals, or who conducts himself/herself in an unsportsmanlike manner, or who is offensive by action or language to officials, volunteers, participants or spectators may be disqualified by the event and from future participation at the discretion of race officials.
- No participant, after leaving the course, shall be allowed to rejoin the race either for the purpose of gaining a place or to pace or to assist another participant.
- Any participant who has been found by a course marshal, event official or surveillance equipment to have gained an unfair advantage by intentionally shortening the race route ("cutting the course") shall be immediately disqualified from the event.
- A participant who has received any assistance whatsoever from any other person may be disqualified by the event. "Assistance" includes without limitation the conveying of advice, information or direct or indirect help to an athlete by any means, including electronic communication devices. It also includes pacing by persons not officially participating in the event. It does not include participation of an officially designated pacesetter in the race, provided such pacesetters start in the event.
- Any person who participates in the event without a current official event bib number or timing device, or a bib number or timing device not officially assigned to him/her, is subject to removal and disqualification from future events.
- No persons are authorized to be on the course unless they are registered participants. Therefore, no person shall be allowed to accompany a participant if he/she is not registered in the event, nor shall any participant be allowed, without the

permission of the event management, to receive assistance or refreshment from anyone during the progress of the event. Any person not properly displaying an authorized and issued bib number shall be directed to leave the course.

- A hands-on medical examination during the progress of an event by officially designated medical personnel shall not be considered assistance and will not result in disqualification if participant is deemed medically fit.

## RESULT TIMING

- All participants are assigned an electronic timing device prior to the event in their Participant Packet.
- Participants must wear their assigned timing device continuously to receive an accurate finish time.
- Participant net times greater than the event time requirement (1 hour, 2 minutes) will not be recognized as official.
- Bib number must be visible and worn on the front of the torso.

## TIMING DISQUALIFICATION

- Participants found to be wearing two or more event-issued electronic timing devices during the race will be disqualified and their results will not be recorded.
- Participants with missing or irregular split times at official electronic timing checkpoints will be reviewed and may be disqualified.
- All participant finish times are reviewed before times are designated official.
- Participants must begin the event during the official recognized starting time in order to register an official course completion time.

## AWARDS

- The use of music devices (e.g. iPods) is permitted during the race; however, athletes competing for overall awards or prize money may not use music or communication devices during the race.
- Clock time (gun time) is the official time for determining 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> overall place awards in both races.
- Age group awards are based on one's age on race day.
- Age group awards are based on official net time.

## EXCEPTIONS

- Any individual requesting a waiver of any of these rules from the event shall submit a written request no less than 30 days prior to the event date specifying the nature of and reasons for the request.

## AMENDMENTS/RESERVATIONS/ACKNOWLEDGEMENTS

- Event officials reserve the right to modify, supplement or waive all or part of the event rules.
- Participants shall be bound by any modification or supplement of the event rules published prior to the event.
- Failure to follow these event rules, as may be amended, will result in immediate disqualification, loss of prize money and removal from official results.

*The Ravenswood Run 5K follows, and participants are subject to, the rules specified by [USATF](http://usatf.org). Please visit [usatf.org](http://usatf.org) for additional information concerning the rules mandated by the governing bodies for the sport.*