

Road Race Bible

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INTRODUCTION

This packet contains important information about Ragnar Road Races. Team captains should be familiar with the information in this packet and ensure that all team members are aware of the significant information. We recommend that all team members read through this Race Bible.

UPDATES

ITEMS IN THIS ROAD RACE BIBLE ARE SUBJECT TO CHANGE. It is important that all teams make sure that they have an updated version of the Official ROAD RACE BIBLE. Use the following list of updates to determine if the ROAD RACE BIBLE you have downloaded is current with the one online.

BEFORE THE RACE

GETTING STARTED

To Do List

- Decide on your team type and start recruiting teammates, volunteers, and van drivers. (Van drivers are optional). Note that Volunteer requirements vary by race. Reference your race's webpage for specific volunteer requirements at www.runragnar.com.
 - Standard: 12 people running 3 legs each
 - Ultra: 6 people running 6 legs each
- Register and pay for the team online at www.runragnar.com before the registration deadline*.
- Invite runners to join the team roster through the team captain's online Ragnar account before the deadline*.
- Invite volunteers to the team and sign up for volunteer shifts through the team captain's online Ragnar account before the deadline*. Note that Volunteer requirements vary by race. Reference your race's webpage for specific volunteer requirements at www.runragnar.com.
- *See the Important Dates section on the race webpage for specific deadlines.

Organizing a Team

Below are some tips that will make organizing a team easy.

- Check out the Captains Tools on the Updates tab of the race webpage.
- If you don't know 12 runners, don't worry, Ragnar is the perfect way to meet new people. You probably know 3 or 4, and they probably know another 3 or 4. Teams made up this way (with friends of friends) are often the most fun. By the end of the race, you'll have 11 great friends!

- Find someone that is a good leader and excited about the event. Put this person in charge of filling one of the vans. Now both of you just need to find 5 runners instead of 11.
- If you do not have 12 runners or do not want to run with 12 runners, no problem, you can have any number of runners between 3 and 12 (see Other Team Sizes section). Any team with less than 4 runners needs to contact the Race Director about procedures and rules for the race.
- Set a date by which you want to register online and begin collecting entry fees from members of the team. Runners will feel more committed once they accept the online team invite and give you money. Otherwise, they may not feel committed, therefore don't train, and back out when it comes to race day.
- Once you have a few teammates commit, register the team. You shouldn't have a hard time finding the rest of your runners.

Finding Runners / Finding a Team

We recommend using the Ragnar Relay Facebook event pages.

Getting Ready

Once you organize your team, we recommend teammates meet several times before the event to work out logistics. It may be helpful to discuss the following things:

- Leg/Van assignments: Discuss who wants to run which legs and therefore, which van they will ride in.
- Communication between vehicles. Some segments of the race have limited cell phone coverage. Make a list of all cell phone numbers and be sure that everyone brings a charger. Some providers will get better service than others, so try to have a variety of carriers.
- What to do if runners get to an exchange and the next runner isn't there.
- Who gives good massages?
- What to do if a runner and/or vehicle gets lost.
- Where to find gas along the course. Hopefully not in the van.
- What/where to eat: What types of food and drink to bring along.
- What clothing and equipment should everyone bring? Weather is uncertain; be prepared for hot and cold weather extremes, as well as rainy weather.
- Running at night, and if anyone is willing to run extra miles as a run pacer.
- What friend owes you a favor? What runner dropped from your team due to an injury? Who can you ask to volunteer for your team, or would your team rather pay for volunteer exemptions?
- Does your team want a van driver(s)? It isn't required, but it's sure nice to kick your feet up between legs rather than driving.

Start Times

Each team's start time is based on their TEAM'S AVERAGE 10K Road Race Pace. Therefore, **it is critical that each runner's 10K Road Race Pace is accurate in their Ragnar profile.**

This is the speed you could maintain for an entire 10K. Format your pace as a minute per mile pace (i.e. 10:00 min/mile). Please do not misrepresent your paces. Inaccurate paces will impact Ragnar's ability to organize the flow of the race and could also result in your team being held or cut from the course. Accurate paces allow us to place teams in starting waves that create the least amount of congestion on the course (I.E. Exchange parking lots, lines for port-o-potties, etc.). Misrepresenting your time will result in violations if you are falling outside of course timing.

Accurate runner 10K Road Race Paces are extremely important. If individuals have not participated in a competitive 10K recently, we strongly encourage them to run one and then update their Ragnar profile 10K Pace. Alternatively, consider getting together as a team for a training run at a competitive 10K pace.

PLEASE NOTE: Your team needs to have an average of at least an 11-minute per mile pace to finish the course in the specified timeline. Should your team fall far enough behind the course closure times, listed in the Ragnar app, Ragnar staff will work with your team to get you back within the course timing limits. If you have concerns about this for your team, please contact the Race Director.

To be assigned a start time, captains need to ensure there are at least 8 runners on your roster (Standard Team) or 4 runners on your roster (Ultra Team). Ragnar assigns start times approximately 4 weeks before the race (Reference the Important Dates section on the race webpage for specific dates). The Team Captain will receive an email once the team is assigned their start time. Once posted, the Team Captain can also log into their Ragnar account and see their team's assigned start time.

Have an issue with your start time? See the section on following rules when wanting to request a change. Please keep in mind that the Race Director assigns start times by hand, based off of a simulation and the paces provided by teams. Also, we do not receive notifications every time a change is made in your account.

Good Reasons for requesting a new start time:

- "Oops, some of the Road Paces we submitted were incorrect."
- "Ryan's ditching the team, and we found an Olympian to take his place!"
- "Other circumstances have occurred, and they will significantly affect our pace!"

Bad reasons for requesting a new start time:

- "But I have to travel really far from the next city, county, state and our start time is inconvenient!"

- “But I couldn’t get a flight at the exact time I wanted, and I don’t want to fly in a day earlier!”
- “But we need to be done in time to return my rental vehicle, and Tim is kinda slow!”
- “But the dog ate my running shoes!”

* Our algorithm does NOT rely on an intern in the back of a van calculating equations on a sticky note. His job is totally different.

Training

Good training will help make this an enjoyable race as well as prevent injury. training tips can be found on the race webpage in the “Get Ready” section. As with all training programs, please consult a physician first.

REGISTRATION

Team Registration

Registration is available online at runragnar.com and should be completed by the Team Captain. After completing the registration process, the team captain will receive an email confirming registration. The full team registration price is paid during online registration and is **non-refundable**.

Team Name

When selecting a team name, please remember that Ragnar Relays are family friendly events. Teams will likely travel through communities and exchange at schools. Teams are also encouraged to bring their families, friends, and support crew to the finish line. We encourage you to think about how children might respond to your team name when the announcer calls it over the loudspeaker. Please help us in respecting everyone at the event and the communities who graciously host. The Team Captain can change the team name by logging into their Ragnar account and managing their team. The Team Captain has until the Team Name Change Deadline (typically 5 weeks before the race) to change the team’s name. See the Important Dates section on the race webpage for specific deadlines.

Individual Team Member Registration

Once the team has been registered and paid for online, the team captain has until the Online Runner Invite deadline to invite each individual team member to register online (see the Dates / Updates tab of the race website for more info). The team captain must send an invitation from the online team profile. Each team member must accept the invite, fill out the online form, and read and accept the online waiver agreement prior to the deadline. Note that teams will only receive as many race shirts as runners on their roster.

Waivers

All team members *must* sign a waiver in order to participate. Team captains sign their waiver online when they register the team. All other runners and volunteers on the team

will sign their waivers online when they accept the online invite from the team captain. Any runner or volunteer added to the team roster on race day will need to sign a waiver at the HQ Tent before they can run or volunteer. Any participant under the age of 18 must have a parent or legal guardian sign our [online Minor Waiver](#) prior to the event.

Participant Age Restrictions

Any participant under the age of 18 must have a parent or legal guardian sign a waiver. Any vehicle with one or more participant(s) under the age of 18 must also have at least 1 adult (25 or older), preferably serving as either a driver or safety officer, in the vehicle. The individual over 25 doesn't have to be a runner, but can be. Those under 12 years of age are prohibited. Ragnar will consider formal requests for extraordinary circumstances via email to safety@ragnarrelay.com. Specific rules apply for High School Teams-please see High School Teams section. Minor waivers are not available online when runners are added to the roster. Any participant under the age of 18 must have a parent or legal guardian sign the [online Minor Waiver](#) before they can run or volunteer.

Runner Substitutions/Additions

We understand speed bumps happen on the long road to Ragnar. We want to make it's easy on the Team Captain to roll with the punches. If a team member can no longer participate, the Team Captain can remove them from their roster and invite a new runner to the team. To remove a member of your team simply click on the remove runner button on your team captain's page. To add a member to your team simply click on the invite button on your team captain's page and enter the new runner's email address and send them the invite. See Participant Age Restrictions section for minor waiver requirements.

Refund & Transfer Policy

Refer to the transfer policy on our website [here](#).

VOLUNTEERS

Putting on a race the size and scope of Ragnar takes a lot of man/woman-power. Volunteers are the only way we could make it happen. Please wink at, high five, and thank the volunteers along the course!

Volunteer Requirements

Volunteer requirements vary by race. Meaning, the number of volunteers each team must provide varies from race to race. Please refer to your race's webpage for details at www.runragnar.com.

Volunteer sign-up will open 4 weeks before the race (see the Important Dates section on the race webpage for specific dates and deadlines). Volunteer shifts are first come, first choice. The Team Captain can send volunteer invites by logging into their Ragnar account and managing their team. Volunteers will receive the invite via a link sent to their email by

Ragnar. The volunteer must follow this link, create a Ragnar account, and sign up for the shift to be confirmed in the shift.

All volunteers must:

- **Be at least 16 years old**
- Individually register for a shift on the Ragnar website during the volunteer registration period (see the Important Dates section of the race webpage for specific deadlines). Volunteer shifts are first come, first choice. **Captains/Runners may not reserve shifts for team volunteers. Any such registrations will be deleted.**
- Provide own transportation to and from their assigned location
- Wear official volunteer hat while at their assigned location
- Be physically able to perform their assigned duties
- Be able to fulfill their entire shift at an assigned location
- Provide their own food and drink during shift

Volunteer Exemptions

Non-local teams are exempt from providing volunteers if **ALL** team members live at least 100 miles away from all points of the course. To obtain a non-local exemption, first, fill your team roster (all runners accept online team invites) and then email the race volunteer coordinator through [THIS LINK](#).

Pay for Volunteers

In lieu of providing a volunteer, teams can pay \$120/volunteer to have Ragnar coordinate a volunteer through its partner charities. The volunteer payment is not tax deductible.

Failure to fulfill your volunteer requirement will result in disqualification. Disqualified teams will be sneered at and pulled from all results.

To choose the pay for volunteer option, the Team Captain must log into their Ragnar account, managing their team, and select how many volunteers they want to pay for.

SWAT Volunteers & Exchange Managers

SWAT? Don't worry; we will not make you dress in tactical gear and run through tear gas. In our book, SWAT stands for **Sweaty Wet And Tired**. It is our hard-working crew that helps put on the race behind the scenes. It is a LOT of hard work and a LOT of fun. SWAT volunteers work a longer shift and have more responsibilities than "normal volunteers." A single SWAT volunteer can fulfill 3 team volunteer requirements and must be available for 72 continuous hours. Exchange Managers manage one exchange point along the course and fulfill 2 team volunteer requirements. SWAT and Exchange Managers are scheduled by-application only and positions are limited. The crew is typically scheduled 90 to 120 days in advance of the race. If you have a volunteer who would like to be a part of the crew, please have them fill out [this application](#).

Community Groups

We want to find the coolest groups out there to help staff our race. Do you know of a team, club or community group that might want to participate? We offer monetary donations to groups that provide volunteers at exchanges and along the course. If your team recruits a group that commits to a location, the team meets their volunteer requirement too! Nominate a group [here](#).

TEAM CHECK-IN

RACE DAY

Van 1 must check in at the Start Line at least 30 minutes before their official start time.

Van 2 must check in at Exchange 6 at least 30 minutes before starting their legs. This takes some coordinating with Van 1. Refer to your pace calculator to have an idea of when Van 1 will be arriving at Exchange 6

Ultra teams only need to check in once at the Start Line.

When checking in, EACH VAN must present the following items:

1. Two (2) flashlights or headlamps* (team needs a total of at least 4)
2. Six (6) reflective vests* (team needs a total of at least 12)
3. Two (2) LED tail-lights* (team needs a total of at least 4)

*Ultra teams only need to check in with enough equipment for one van.

*Teams will not be allowed to start until they show these items. **Every person outside the support vehicle will be required to wear a reflective vest during the nighttime hours.** It is mandatory that you have enough vests for every member of your team. Note that van drivers must also have a reflective vest for night time hours. Race-specific nighttime hours are posted to the Updates section of race webpage and the Ragnar App approximately 6 weeks before the race.*

Upon check-in at the Start Line, Van 1 will receive runner bibs, van number sticker, crossing flags, and a slap bracelet (used as a baton). If the team captain is in Van 2, he/she is not required to be at the start. In this event send one representative from the team to check-in instead. **Upon check-in at Start Line, Van 1 will pay for any unfulfilled volunteer requirements for the entire team before receiving runner bibs, van number sticker, and crossing flags.** Participant shirts will be available for pickup at Exchange 6.

TEAM TYPES

STANDARD Teams (12 Runners)

Standard teams are made up of 12 runners. Each member of the team will complete 3 legs of the relay. Runners must run in the same sequence for each segment of the race – every 12th leg. For example, if a runner runs leg 3, he/she must also run leg 15 and leg 27. See Other Team Sizes section for less than 12 runners. Any team who needs to mix up their

runner order can switch to the Wildcard Division by texting Race Command (our text only helpline) during the race. Wildcard Division teams are excluded from awards and official times will not be adjusted.

ULTRA Teams (6 Runners)

Ultra teams are made up of 6 runners. Each member of the team will complete 6 legs of the course. Ultra teams can choose to run one of the following two ways

- 1.) Run 3 times, 2 legs back to back at a time (i.e., the first runner would run legs 1-2, 13-14, 25-26) **OR**
- 2.) Run 6 times, 1 leg at a time (i.e., the first runner will run legs 1, 7, 13, 19, 25, 31).

All runners on the team must choose the same format and cannot switch formats during the race. Any team who needs to mix up their runner order can switch to the Wildcard Division by texting Race Command (our text only helpline) during the race. Wildcard Division teams are excluded from awards and official times will not be adjusted.

Every rule that applies to 12-person teams applies to Ultra teams. Please review all of the rules and logistics for 12-person teams.

Divisions & Classifications

There are multiple divisions and classifications available for your team. Review the Road Relays Divisions and Classifications table on our [website](#) see which division and classification your team belongs. Teams will not be allowed to change their division/classification after they check in on race day.

High School Teams

To be classified as a High School Team, ALL team members must be students, ages 12-18. This is mandatory to qualify for High School pricing. See Participant Age Restrictions section for additional requirements.

Wildcard Division

Any team who needs to mix up their runner order can switch to the Wildcard Division by texting Race Command (our text only helpline) during the race. Wildcard Division teams are excluded from awards but official times will not be adjusted. Wildcard teams still receive finisher medals.

OTHER TEAM SIZES

We do permit teams to run with any number of runners from 2 to 12 runners.

In addition to all of the other race rules, three person team are required to have only one team vehicle and have at least one dedicated driver (not a runner) on their team.

Two person teams will be considered on a case by case basis. Contact safety@ragnarrelay.com for consideration and additional requirements.

Teams with any number of runners other than 6 or 12 should treat the open spots as injury runners (See Injured Runners During Race section). Teams may choose whichever spot they want as the “vacant runner”- but the legs must stay in the same pattern (every 12th leg). For example, if spot #1 remained vacant, the legs that would need to be filled would be legs 1, 13, and 25. Those legs can be filled with 3 different runners, or one “super runner” can take on all three legs. Teams cannot divide a leg between 2 runners.

POST RACE AWARDS

Awards are given to the top 3 finishers from each type/category/division. **Team divisions and classifications are final the Friday 1 week post-race. Teams are still encouraged to check their division on their team profile the Sunday before race day to ensure they are in the correct division.**

LOST AND FOUND

If you’ve misplaced personal items during the race, the first place to check is at the HQ tent at the finish line. Ragnar is not responsible for any lost property, but we do our best to gather items turned into us and make them available for retrieval before the race ends. If you still can’t locate your items, please contact customerservice@runragnar.com after the race to see if anything was turned in at a later time.

GENERAL RULES

10. SUPPORT VEHICLES

10.A) Support Vehicle Requirements

Support vehicles are used to transport the runners between exchanges. It is suggested that Standard teams use two vehicles to make it easier. Although, a single vehicle is allowed if there are seatbelts for all passengers and the vehicle adheres to all applicable local vehicle safety laws and Ragnar vehicle rules listed in section 10.B. Similarly, Ultra teams may choose to use one or two team vehicles; the recommendation is one van. Ragnar doesn’t own a thousand white 15-passenger vans, so...each team must provide own vehicles. Teams are not allowed to have more than 2 vehicles per team.

10.B) Vehicle Restrictions

12 or 15 passenger vans are recommended whenever possible. Large SUVs are also great vehicles. Due to access at the exchange points, we are not able to allow any vehicle wider than 6’6” and/or longer than 20’. Motor-homes, RV’s, campers, trailers, buses or limos are not allowed on the course and/or at the exchanges by any team or spectator at any time. We are especially bummed about the limos (sad face). Unfortunately, any team that exceeds the vehicle size limits will be

removed from the course. For any questions about the acceptability of a vehicle, please contact customerservice@ragnarrelay.com.

10.C) Standard Van Rotation

Teams with two vehicles of six runners should utilize the following rotation: Van 1 contains runners 1-6 and Van 2 contains runners 7-12. Runner 1 from Van 1 begins at the Start Line. Then, Van 1 drives to exchange 1, cheering runner 1 along the way. At Exchange 1, Runner 2 gets out of the van and awaits the handoff. Runners from Van 1 continue to run in order up to Exchange 6; the first major exchange in the race. At Exchange 6, Van2 should be waiting. At this point, Runner 6 from Van 1 will hand the baton (aka slap bracelet) off to Runner 7 from Van 2. Then, Van 2 continues along the race course, rotating runners until the next major exchange point, Exchange 12, where they will hand off to Van 1 again. This pattern continues until the Finish Line. Confused yet? A note; legs run into exchanges. Leg 1 runs into Exchange 1. Leg 27 runs into Exchange 27 and so on and such.

Van numbers are distributed at check-in. Teams must place their team number stickers on the outside of each van – One sticker on the front window, one sticker on the back window. Do not create a blind spot. Teams using just one vehicle should post both Van 1 and Van 2 numbers in their windows, so they are allowed at each exchange point.

10.D) Ultra Van Rotation

We recommend one support vehicle for Ultra teams. Teams utilizing two vans should follow the van rotation for standard teams.

10.E) Van Drivers

Is it a REQUIREMENT to have van drivers for your team? No. Is it NICE to have van drivers? Yes, and it is probably safer too. Ragnar encourages teams to have van drivers as a safety measure. Otherwise, teams should rotate the driving responsibility between all members of the team during the race and be sure to stay awake and alert. If a team does elect to have van drivers, the drivers don't need to be on the team roster, even though they often feel like a part of the team. Ragnar does not provide van drivers with medals or shirts, and van drivers do not count as one of your 3 volunteers.

10.F) Respect Local Residents & Communities

While traveling through local communities, please remember we are guests, and you should treat all residents with courtesy and respect. Going out of your way to thank locals will go a long way in helping the event return each year. The following "Don'ts" are not intended to cover the broad spectrum of issues, so use common sense while in residential areas. We reserve the right to dismiss or disqualify any team based on a lack of respect.

- Don't honk horns or yell during the evening, night, and early morning hours in residential areas.
- Don't block any residential or business driveways.
- Don't impede traffic by driving too slowly or by not pulling all the way off of the road when stopping.

10.G) Only One Race Vehicle per Exchange

Due to limited parking, only one vehicle per team is allowed to park at each minor exchange point. Van1 is allowed at exchange points 1-6, Van2 is allowed at exchange points 6-12, etc. Both vehicles

are allowed at every major exchange point (6, 12, 18, 24 and 30). If for some reason team vehicles need to meet, they must meet off the course or at a major exchange.

10.H) Park Only in Designated Areas

Some exchanges have limited parking and, in some cases teams, will be required to park along road shoulders. In the event of roadside parking, team vehicles are not allowed to park on the same side of the road 500 feet before and after the exchange chute. After the exchange point, vehicles can park at any legal roadside that *does not impede racers or traffic*. Team vehicles should always stay to the right of the white fog-line when parked along the road.

10.I) Restricted Areas

Vans can stop to cheer on teammates at any safe and legal spot along the race route that does not obstruct runners or traffic unless noted otherwise in the Ragnar App.

10.J) Van Communication

There may be some segments of the race where cell phone coverage will be spotty. Ask a few members of the team to bring cell phones. Make a list of all team member phone numbers and be sure that the batteries are fully charged. Some providers will get better service than others so try to have a variety of carriers.

10.K) Only 2 Race Vehicles per Team

Each team is allowed no more than two team vehicles. Spectators may park at any legal spot along the race route or at the major exchanges. Minor exchange parking is for team vans and volunteers only, as parking will be limited. Runners may leave and return to the course by meeting separate vehicles somewhere off the course or at major exchange points.

10.L) Van Numbers Must Be Clearly Displayed

Teams must clearly display team numbers on both vehicles. Entrance into certain exchanges is dependent on van number visibility. Van numbers will be distributed at check-in. These are peel and stick numbers that must be placed on the outside front and rear window of each van. Do not create a blind spot. Teams using just one vehicle should post both van numbers in their windows so they are allowed at each exchange point.

11. RUNNERS

11.A) Runner Rotation

Runners must run in the same sequence for each segment of the race. For example, if a runner runs leg 3, he/she must also run leg 15 and leg 27. Any team who needs to mix up their runner order can switch to the Wildcard Division by informing a race command during the race. Wildcard Division teams are excluded from awards but their time will not otherwise be adjusted. See section 6D for more information on the Wildcard Division.

11.B) Reflective Vests / Headlamps / LEDs

Each team must have at least twelve (12) reflective vests, four (4) headlamps or flashlights, and four (4) LED "tail/butt" lights. Ultra Teams are only required to have half of these quantities. These must be presented at time of check in (see section 5).

11.C) Injured Runners During Race

In the event of an injury, any of the remaining runners can replace the injured runner. With the exception of the leg in which the runner was injured, legs cannot be split in pieces. For example, if runner 3 is injured halfway through his or her first leg, any member of the team may complete the leg for him or her. Any member of the team can also fill in legs 15 and 27. Those legs can be filled with different runners, or one can fill in the remaining legs. A 13th member is not allowed to join the team to run the remaining legs. Once a runner drops out of the race, he/she cannot enter back into the race. If an IV is administered, the injured runner is no longer eligible to run.

11.D) Mixed Division Injured Runners

The same rules and regulations for Mixed Division apply as described in the above section. If, however, the injured runner is female and her dropping out causes there to be more males than females on the team, then only female runners may finish her legs for her. At least 18 legs, (half) of the relay, must be completed by female runners.

11.E) Littering & Property Damage

Any runners who are reported to have damaged private or public property or to have littered, urinated, or defecated on private or public property will be dismissed from the course and will not be invited back. Toilets will be provided at all exchange points, and trash dumpsters will be available at the major exchanges.

11.F) Follow Race Officials Instructions

Race officials include staff and volunteers. Course volunteers at exchanges are considered Race Officials. They have authority to disqualify a team for rule violations, abusive behavior, or a team's failure to follow instructions given by volunteers. Abusive treatment or disregard for their authority will result in a strike or disqualification, depending on severity. Bottom-line, spread the love and everyone will be ok.

11.G) Follow Correct Route - Navigation is the Responsibility of Each Team

Teams are responsible to make sure that their runner stays on the course. Vehicles may wait for their runner at critical points 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. Do not drive ahead to make up for the mileage that they may have added. The general public occasionally moves signage; be prudent in your knowledge of the course.

11.H) Visible Race Number

Team race numbers must be worn and visible on the **front** of each runner at all times while on the road. Bib numbers must be pinned to the outer most layer of clothing, including jackets, shorts, and reflective vests.

11.I) Use of Slap Bracelets

The team's baton (slap bracelet) should also be worn at all times while the current runner is on the road. Only runners wearing a slap bracelet will be allowed to exit the exchange chute to begin a new leg.

11.J) Pacing During Daytime Hours

Run pacers are allowed at any time during the race. Any pacer that is not a member of the team must sign a waiver. [The waiver can be filled out here online](#). For more pacing information see section 12C.

RUNNER ARRIVALS AND HOLDING TEAMS

12. HOLDING TEAMS DOCUMENT

Accurate projections are critical to a successful Ragnar Relay. At any given spot along the race route, we have the course set up and volunteers in place for 6-12 hours. Based on your projections, we will start your team in a way that will keep you within this window. If a team runs just one minute per mile faster than they projected, they will be 3 hours ahead of their projection by the end of the race. For some teams this could mean that they will be ahead of the set-up crew. If your team gets ahead of course parameters you will be held. We understand that it is impossible to perfectly project your teams pace. So, we give teams a buffer zone before forcing them to stop at an exchange. If your team gets ahead of this buffer we will hold your team at one of the major exchanges. To avoid stopping your team again later in the race, we will not let the team run again until the times represented in the Hold Times Document.

12.A) Penalties

If your team gets too far ahead of projections we may be forced to hold your team at one of the major or minor exchanges until your team is back within our course parameters. If your team is held, we will subtract the total time that you were held from your overall time, but your team will be issued a violation. Note: it is 3 strikes and you're out. This is cumulative between your vans, not three strikes per van.

12.B) Policies and Procedures

Getting ahead of the set-up crew:

We understand that it is impossible to perfectly project your team's pace. We give teams a buffer zone before enforcing hold times. If your team does get ahead of this buffer, we will hold your team at one of the major exchanges. To prevent your team from getting ahead of the volunteers, police, and set-up crews, again later in the race, we will determine the amount of time to be held by taking into account your current average mile time as well as the miles left to run. You may have to wait longer than when the exchange opens before you can restart, this just means you are so fast you don't need as much time as those other teams.

Getting behind the clean-up crew:

If a team gets behind the projection and falls behind the clean-up crew, we will usually allow the team to stay on the course and finish the race, but we reserve the right to force teams to leave the course if it becomes a safety concern.

12.C) Accurately Projecting Times

It is very important to accurately project the times when you will arrive at major exchange points along the course. Race specific hold times are posted to the Updates section of race webpage and to the Ragnar App approximately 6 weeks prior to the race. If you need assistance in projecting your times and paces, please check out the race specific Pace Calculator which will be posted to the Updates tab of the race webpage approximately 6 weeks before the race or contact customerservice@ragnarrelay.com for help.

Important locations and times **(The following table is just an example, official times will be found in the race pace calculator posted on the Updates page or the Ragnar App.)**

Exchange	Hold teams arriving before:	Allow held teams back onto the course at:	Course Takedown
6	Friday 11:00 am	Friday 2:00 pm	Friday 8:30 pm
12	Friday 3:15 pm	Friday 5:45 pm	Saturday 11:00 pm
18	Friday 7:00 pm	Saturday 9:30 pm	Saturday 3:00 am
24	Saturday 12:15 am	Saturday 2:15 am	Saturday 7:00 am
30	Saturday 4:45 am	Saturday 6:15 am	Saturday 1:15 pm

HAVE FUN! BE SAFE!

Safe Runners – Safe Support – Safe Race

In the event of a serious emergency call 911. Safety is our number one priority. There are many potential hazards in a race of this type including, but not limited to: automobile traffic, road and trail conditions, and weather. We ask that all teams please take appropriate precautions to ensure a fun and safe event. Please help us keep the race safe by focusing on being safe runners and safe support crews. Below are some basic guidelines and rules to help us all have a safe race.

13. SAFE RUNNER

When you are the “on” runner, abiding by the following rules and guidelines will help keep you safe.

13.A) Run Against Traffic and on Proper Surfaces

Runners are to run on the left shoulder of all roads (against traffic), use sidewalks or trails when available, unless signs or maps direct otherwise.

13.B) Be Aware of Traffic and Obey Traffic Laws

Runners are to understand that they do not have exclusive use of the roadway and are required to obey all traffic laws. This includes stopping at traffic lights and stop signs.

13.C) Run and Bike Pacers

- Run pacers are allowed at any time during the race, day or night. Runner and pacer must run single file.
- Pacers DO NOT have to be a member of the team but they do have to sign a waiver.

- Pacers MUST wear the same night safety gear as the runner (reflective vest, headlamp, and LED).
- Bike Pacers are ONLY allowed on trails (separated from the road) during Ragnar defined night time hours (reference the Ragnar App for race specific nighttime hours). In addition to the other night safety gear as runners, Bike Pacers must also wear a helmet.

13.D) Personal Music Devices and Headphones

The use of personal music devices with headphones while running is strongly discouraged. If you still choose to use them, you do so at your own risk and must meet the following requirements:

- You must be able to hear traffic
- Be aware of the sounds around you
- Be able to hear instructions from course officials when speaking at a reasonable tone (not yelling)

Safe Use Tactics:

- When running you should be able to hear your own footsteps. If you can't, your volume is too high.
- Run with one earphone out and one in. Again, you should be able to hear your own footsteps.

Violations will be given out if you are unable to hear instructions. Three violations on any safety rule will result in disqualification for your entire team.

13.E) Additional Safety Devices

Ragnar does allow runners to carry additional safety devices while running their legs. These may include the following items:

- Whistle
- Self-defense spray (check with local laws & guidelines in your area for what is approved)
- Personal safety wearables (examples include Run Angel, Occlly)

13.F) Running in the Heat

Running in hot, humid, and sunny conditions can be taxing on the body. Know your limits. Keep an eye on your active runners and the runners from other teams. Know the signs of dehydration, heat exhaustion, and heat stroke. Pre-hydrate before your runs, hydrate during your runs, and re-hydrate after your runs. Electrolyte replacement is just as important as hydration. We recommend mixing in electrolytes with your water to optimize your electrolyte levels and stay hydrated. Proper hydration is obtained when the runner has clear (light lemonade colored) and copious urine.

Keeping your core body temperature as low as possible is also a vital component of running in the heat. Dumping cold water on your head/neck and slowing your pace are two great ways to help keep your body's temperature under control. Also be sure to consult your doctor if you have a pre-existing condition that may be exacerbated by running in hot conditions.

Remember that the van is your mobile water station on full support legs. Keep extra water available at all times as water stations are not provided by Ragnar on full support legs. Reference the Ragnar App for leg support designation.

14. RUNNING, PACING, PARTICIPATING AT NIGHT AND THE BUDDY PASS

14.A) Runners on course during Night Time Hours

ALL runners must wear night gear during the Official Nighttime Hours – reflective vest, headlamp (or flashlight) and blinking LED tail light. Race specific night time hours are posted to the Updates section of race webpage and the Ragnar App approximately 6 weeks prior to the race.

14.B) Participants on the course during Night Time Hours

ALL participants must wear reflective vests during the Official Nighttime Hours if out of the team van anywhere on the course, including exchanges. **THIS INCLUDES THE VAN DRIVER.** Race specific night time hours are posted to the Updates section of race webpage and the Ragnar App approximately 6 weeks prior to the race.

14.C) “The Buddy Pass”

Running at night can be invigorating. The temps are cooler, the stars are out, and for some, it is a new experience. It can also be intimidating, especially if you are new to running by yourself at night. We encourage you to conquer the fear and you’ll probably find it was your favorite run...ever! However, if for some reason, you feel it is unsafe to run one of your legs, we have provided the following options.

1. Pacer – Run with a pacer. If the pacer is a runner on the team, they would still have to run all of their remaining legs. If the pacer is not a runner on the team, they need to sign a Ragnar waiver. See section 13C for more details.
2. Wildcard – Switch up the runner order for someone who feels more confident about running your leg. Any team who needs to mix up their runner order can switch to the Wildcard Division by texting Race Command during the race. Wildcard Division teams are excluded from awards but their time will not otherwise be adjusted. See section 6.D for more details.
3. Buddy Pass – The Buddy Pass is basically running with a pacer. The difference is that the leg will count as two legs of the course, effectively allowing you to “skip” a leg. You have two options as to how you can use the buddy pass:
 - a. **Option A:** Recruit a team member or “buddy” to run the leg you don’t want to run by yourself. The buddy runner can skip a different leg at a later time during the race.
 - b. **Option B:** Skip the leg you don’t want to run altogether and buddy up to run with a teammate on another leg at a later time during the race.

Here are some more details should you choose the Buddy Pass (Option A or B):

- Text Race Command which leg you are doubling up on, and which leg is being skipped.
- Estimate the time it would have taken you to run the skipped leg and wait that amount of time before beginning the next leg. Don’t just skip the leg and drive ahead to the next exchange and start up immediately. This measure is to keep you safe by not getting ahead of our setup crew, volunteers, and police.
- Check in with volunteers at the restart exchange to ensure your team is recorded as back on course.
- Teams who utilize the buddy pass will be placed in the Unofficial Division. Teams will still receive shirts and medals and be able to finish like all other teams, however they will be excluded from results and are not eligible to place in their respective divisions.

15. SAFE SUPPORT

When you are part of the support crew, abiding by the following rules and guidelines will help keep you safe.

15.A) Safety Officer/Navigator

Each van is required to have a safety officer/navigator that is awake and alert at all times. The safety officer is responsible for helping the team be safe during the race. He or she must be seated in the front passenger seat and must have the safety guidelines and rules within reach at all times (Ragnar App or printed Race Bible). The safety officer responsibility may be rotated between team members. The safety officer cannot be the driver.

15.B) Exiting and Being Outside the Vehicle

Remember that these are open roads. Every member of the team (including drivers) must have his or her own reflective vest. Everyone that is out of the vehicle on the course at night must wear a reflective vest. This includes exchanges, shoulders, roadways, and parking lots adjacent to the course. Reflective vests must be worn during the Ragnar defined night time hours. Race specific night time hours are posted to the Updates section of race webpage and the Ragnar App approximately 6 weeks prior to the race. From DUSK TO DAWN, KEEP YOUR VEST ON. We also encourage you to wear bright colored clothing at all times of day and light/bright clothing at night. Dark clothing is very hard to see at night.

15.C) Road Crossing

Any team member crossing the road must do so with an orange crossing flag, day or night. This applies to the support crew, not the "on" runner. Teams will be given flags at the safety briefings. Two flags will be provided at the check-in process to each van. A credit card deposit of \$15 is required for each flag, but that amount will not be charged to the cards if they are returned at the finish.

Road crossing rules:

- Obey all traffic/pedestrian and j-walking laws
- Cross at crosswalk if there is a crosswalk within sight
- No crossing if there is a median
- No crossing roads with more than two lanes (one lane in each direction)
 - Roads with a total 3 lanes or more MUST be crossed at cross walks

15.D) Vans

Teams' vehicles are to obey all traffic laws, which include but are not limited to:

- Do - Follow speed limits (both minimum and maximum speed limits)
- Do - Pull off the road completely when stopping/parking
- Do - Turn off headlights when parked, so as not to blind oncoming traffic
- Do - Leave parking lights on to be visible to regular traffic
- Don't - Follow runners to illuminate the road for them, or to pace them
- Don't - Make illegal U-turns
- Don't - Stop or slow down in places that will impede traffic or runners
- Don't - Stop in the roadway
- Don't - turn on hazard lights
- Don't - Parking illegally

15.E) No Van Support Leg Rules

If a leg along the course is labeled as a “No Van Support” leg, team participants need to obey the following rules:

- Vans are NOT allowed to pull over and support their runners from ANY location along these legs.
- Vans are also NOT allowed to stop anywhere along these legs and must proceed directly to the next exchange to await their runner.

Special Note: On ‘No Van Support’ legs, runners need to make sure they are well hydrated before starting their leg and should carry water with them to ensure proper hydration throughout their run. Some longer ‘No Van Support’ legs will have a water station and some may have multiple water stations. Water station info can be found on the leg maps in the Ragnar App. Note that all water stations are CUPLESS, so run with your own container.

15.F) Partial No Van Support Leg Rules

If a leg is designated as “Partial No Van Support”, the same “No Van Support” rules from section 14E will apply, but only to certain sections of that leg. These sections will be marked on the leg maps found online and within the Ragnar App.

16. SAFE RACE

Help us keep the race safe by abiding by the following safety rules and by helping other teams to behave safely.

16.A) Prohibited Items on the Course

The following items are not allowed on the race course: rollerblades, unauthorized bicycles, dogs or other animals, baby joggers/strollers, scooters, skateboards, and any other device that may endanger others or put a runner at an advantage over the other participants. And furthermore, if you wear rollerblades, we will laugh.

16.B) Alcohol

The consumption of alcohol is not allowed at any point along the course during the race. Having alcohol while on the course will result in an instant disqualification and removal from the course. Alcohol may be responsibly consumed at the finish line.

16.C) Smoking

The use of cigarettes and e-cigarettes at a Ragnar Relay is restricted. Smoking is not allowed within the immediate vicinity of any race venue (exchanges, start, finish, etc).

The use of marijuana (where legal according to state law) at a Ragnar Relay is restricted and all the same rules apply that are noted above for general smoking.

16.D) Sleep in Designated Sleeping Areas

Sleeping/resting must be done inside the support vehicle or inside designated sleeping areas. Major exchanges 12, 18, 24, and 30 often have designated sleeping areas. No one is allowed to sleep on the ground in any parking lot or on top of a vehicle. Check the race specific sleeping area info in the Ragnar App.

We highly recommend you take advantage of these designated sleeping areas and get as much rest as possible. Always ensure the driver of the van has sufficiently rested and that the designated Safety Officer helps to keep the driver awake.

16.E) Drones

Non-official use of drones at Ragnar events is prohibited without special approval.

16.F) In the Event of an Emergency

In the event of serious emergency call 911. We will have limited medical staff on hand. First aid personnel will be stationed at all major exchanges and the Finish Line. They will be equipped to handle only minor sports injuries. Please be aware of this and plan ahead for how you will handle any emergencies. It is the responsibility of each team to be aware of the location of hospitals and other medical facilities.

In the event of an emergency, notify the nearest race official, as they will be able to communicate with nearest medical personnel. Call for an ambulance if the emergency is severe. If you are not near any race officials, please text Race Command at 661-RAGNAR1 (661-724-6271). If the emergency is severe, **FIRST** call 911, then notify Race Command at 661-RAGNAR1.

16.H) Bad Weather

The race will occur rain or shine. However, under certain severe weather conditions where the safety of the runners is in jeopardy or where significant damage or alterations to the race course occur, we reserve the right to cancel the event. There will be no refunds given if the race is canceled due to weather. Conditions that may result in a race being canceled or delayed include but are not limited to the following: severe heat, electrical storm, snowfall, tornadoes, earthquakes, hurricanes, flooding, fog, etc.

16.I) Heat

If there is extreme heat during the race, we reserve the right to hold teams until the temperature drops. In this scenario, we would have teams skip ahead 1 leg for every 1 hour of Heat Hold. Race officials at each exchange will document teams' stop and restart times. Teams will not be allowed to restart before their designated restart time. If teams restart after their designated restart time, the difference will be added to their overall result times. During a Heat Hold, all teams are encouraged to get off of the course and out of the sun. Do not proceed to their next exchange until 15 minutes prior to their restart time. After the race, Ragnar will apply each team's average pace to the legs that were skipped. Note that if a Heat Hold is in place, your team is still responsible for attending the Start Line / Exchange6 for race check-in and the safety training before skipping to their re-start exchange.

16.J) Lightning

If there is lightning at the start of the race we reserve the right to delay starts until the lightning clears. If you see lightning on the course after you've started running, get your runner off the road and into the support vehicle. Make a note of the time and the location where you exited the course. If lightning clears within one hour put your runner back on the road where they left, make a note of the time and turn this in at the finish line. If lightning persists longer than an hour, move ahead to the next exchange where you will receive a Lightning Hold Card. For every hour of lightning, you will move ahead one exchange. This Lightning Hold Card will be used to keep track of where and

when you left the course and where and when you returned to the course. Turn these in at the exchange where you restart.

16.K) Flooding

If a runner encounters flooded areas that are impossible to cross, get your runner into the support vehicle and contact Race Command or the nearest Course Official. Re-route information and further instructions will then be communicated to all teams.

16.L) Wildlife/Open Range Rules

If a runner encounters any wildlife that is aggressive on the course, get your runner off the road, into your support vehicle and contact Race Command or the nearest Course Official. The vehicle should drive ahead and let the runner out at a safe and reasonable distance ahead of the wildlife to continue his or her leg. Keep track of how far your van drives ahead by .10 of miles and report the mileage and speed traveled at the finish line. We will take your team's overall average pace, the mileage and speed driven and adjust your team's time accordingly. Only teams that have taken accurate notes will be given official times.

16.L) Report Other Teams Breaking Safety Rules

Tattling wasn't cool in school but it actually helps keep everyone safe at Ragnar. We will have Course Marshals out on the course monitoring teams for safety and adherence to all rules. However, with the size of the course, we cannot be everywhere at once. We ask teams to help us keep the course safe by reporting teams that are violating any of the above rules. To report violations:

Send a text message to 661-RAGNAR1 (661-724-6271)

Please include the Who, What, Where, and When in your text message.

Please use this number to keep us informed. Send text messages if you see improper signage, unsafe conditions, if you become lost, etc.

ENFORCEMENT

17. RULES AND SAFETY ENFORCEMENT

Rules are enforced based on a "three strikes you're out" policy. There will be race officials monitoring the course to enforce rules. Teams will be notified via text message if they receive a rule violation (cell phone numbers will be collected either at Online Checkin or at Start Line and Exchange 6). If a team receives three safety violations a Course Marshal will meet them to review the validity of each violation. If the Course Marshal deems that the violations are valid, the team's slap bracelet will be confiscated and the team must leave the course.

In addition to Course Marshals, teams will have the ability to text in rule violations to Race Command. Course Marshals will determine the validity of all text messages received from teams.

Course Marshals may also disqualify teams on the spot without prior warning for what they deem to be serious rule violations.

18. CODE OF CONDUCT

At Ragnar, fun is a priority, but it's also important to us to provide a safe and enjoyable event and to protect the interests and safety of all participants, volunteers, staff, and bystanders. In order to do this, we have developed a Code of Conduct.

The following are examples of unacceptable conduct:

- Theft or unauthorized removal, use, or operation of other's private property
- Alcoholic beverages not consumed in a responsible manner or in violation of local ordinances or permits
- Boisterous or disruptive activity, including assaults on other participants or Ragnar Staff and volunteers, horseplay, fighting, verbal or physical threats, abuse or similar activities
- Insubordination
- Disregard of safety rules
- Sexual or any other type of harassment or discrimination
- Any behavior that endangers the health, safety, or well-being of any participants, volunteers, staff or bystanders
- The use or distribution of any illegal drug or other substance
- Violation of any local, state or federal statute, regulation or law
- Use of profanity, insults, or any other type of verbal abuse or obscene gestures
- Any other violation of any rules, regulations or safety guidelines imposed by Ragnar

Participants who choose not to adhere to this Code of Conduct will be subject to penalty, including, but not limited to disqualification, immediate expulsion from the event, revocation of any future registrations and prevention from participating or attending future Ragnar events. No refunds will be given.

Notwithstanding, Ragnar reserves the right to refuse participation, attendance or registration of any individual for any reason.

We expect all participants to act with mutual respect for everyone so we can all have the best possible race experience.

RAGNAR REFLECTIVE VEST REQUIREMENTS

Safety is our number one priority. *Ragnar Relay* requires every runner to have a reflective vest prior to getting on the course. Any participant (not just the active runner) who is outside of their team van during nighttime hours must wear a reflective vest, even van drivers. In street clothes at night, you are only visible to drivers up to 200 feet. Most reflective vests make it so runners become visible to drivers up to 1200+ feet. Adding headlamps and flashing LED tail-lights provides increased visibility and safety.

Reflective vests must have **reflective material on the front, back, and shoulders**. The pictures below illustrate what types of reflective vests are acceptable. The color of the vest does not matter, just the amount of reflective material. Light up vests must meet the same requirements for reflective material. Vests like the Noxgear Tracer 360 are **ONLY** approved if they're accompanied by the reflective shoulder add-ons.

APPROVED REFLECTIVE VESTS



Standard
Reflective Vest



Running
Reflective Vest



Reflective
Harness



Glow Harness WITH
Reflective Straps

NOT APPROVED REFLECTIVE VESTS



Reflective
Sleeves



Reflective
Belt



Clothing with
Reflective Piping



Glow Harness WITHOUT
Reflective Straps

DIRECTIONAL SIGNS

Along the course there will be course signs that communicate to the runners which direction to go, on what side of the road to run, which exchange they are at, etc.

