



PRESENTED BY



salomon

## OFFICIAL VOLUNTEER PACKET

[www.runragnar.com](http://www.runragnar.com)

<https://www.facebook.com/pages/Ragnar-Trail-Relays>

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## **1. INTRODUCTION**

First and foremost THANK YOU for volunteering to be a part of a Ragnar Trail Relay! Volunteers are an integral part of the race and we sincerely appreciate the time you will be dedicating to this awesome event. We cannot say it enough – Thank You! Thank You!

Your shift time is listed in the email you received after signing up for the shift. Please take a moment to review this information, put it in your calendar, and make sure that it's correct. You will be required to stay at your assigned location for the entire duration of the shift.

***PLEASE READ through this volunteer packet and be familiar with it before arriving at the race.*** You will be trained at the beginning of your shift, but you should be familiar with the material in this packet. If you have any questions between now and race day please contact customer service at 801-499-5024 or [customerservice@ragnarrelay.com](mailto:customerservice@ragnarrelay.com)

We want the volunteers to have just as much fun as the runners! We encourage you to dress up, decorate your volunteer area, and make it really fun for passing runners. We continually receive compliments about the quality of volunteers. Thanks for being part of Ragnar!

## **2. RACE INFORMATION**

**Race Name:** Ragnar Trail Atlanta 2016

**Race Venue:** Georgia International Horse Park

**Race Address:** 1996 Centennial Olympic Parkway, Conyers, GA 30013

**Race Director:** Dave DeBoer | [d.deboer@ragnarrelay.com](mailto:d.deboer@ragnarrelay.com) | 616.540.6782

## **3. SUSTAINABILITY**

Ragnar realizes the importance of organizing socially and environmentally responsible events. To that end, Ragnar Trail Relays will strive to reduce waste, minimize climate impact, involve the local community, and promote health. We implore you to help us with this goal. Carpool to the event, purchase carbon offsets for your travel, don't use disposable plates/silverware/cups/napkins, and stay away from food with excessive packaging, you know...reduce, reuse, recycle. **This is a cupless race. Please bring your own water bottle.**

## **4. WAIVER**

All volunteers *must* accept the terms and conditions / waiver in order to participate. All volunteers accept the terms and conditions / waiver when they register for a shift online. However, sometimes last minute volunteers fill in due to injury or complications. We will have waivers available at race check-in for this reason. A waiver is also located at the end of this packet (see page 8). If you think you might have a last minute volunteer, print out the waiver just in case. Any volunteer under the age of 18 must have their parent/guardian sign a waiver. If your volunteer is a minor, please print out the waiver, have their parent/guardian sign it, and bring it to race check in.

## **5. VOLUNTEER REQUIREMENTS**

The following are prerequisites for volunteers:

- Be at least 12 years old. Any minor under the age of 18 must have their parent/guardian sign a waiver and bring it to race check-in. A waiver is found at the end of this packet (see page 8).
- Be physically able to perform their assigned duties
- Be willing to fulfill their entire shift at an assigned location
- Provide their own food and drink during shift. **It's cupless, bring your own water bottle.**

## **6. VOLUNTEER AGE RESTRICTIONS**

Any volunteer under the age of 18 must have a parent or legal guardian sign the minor waiver at the end of this document. Those under 12 years of age are restricted. Ragnar will consider formal requests for extraordinary circumstances through the Race Director.

## **7. TEAM VOLUNTEERS**

### **Each Regular Team Must Provide One Volunteer (Ultra teams don't have to provide a volunteer)**

Each regular team is required to fill one volunteer shift. Volunteer shifts will be 3 hours in length, so runners will be able to fulfill a volunteer shift in between running their legs if they so desire (see Section 8 – RUNNERS AS VOLUNTEERS below).

Teams can also have a non-runner volunteer for their team or pay \$120 for a volunteer to be recruited by Ragnar through a local non-profit. **Failure to fulfill volunteer requirements will result in disqualification.**

Ultra teams are not required to provide a volunteer.

## **8. RUNNERS AS VOLUNTEERS**

If you are a runner in the race and you are volunteering to fulfill your team's volunteer requirement, you are pulling double duty. Thank you for helping us put on the race! We couldn't do it without you.

We understand that it is nearly impossible to tell who will be running on the course when the volunteer shift starts.

Therefore, the runner who signed up for the shift does not have to be the one who works the volunteer shift. But someone has to show up and work the volunteer shift that your team signed up for. **Failure to fulfill volunteer requirements will result in disqualification.**

## **9. PAY FOR VOLUNTEER**

Teams also have the option to pay for a volunteer to be recruited by Ragnar through a local non-profit, in lieu of providing a volunteer themselves. The local non-profit will receive a donation when they provide a volunteer for your team. In order to be eligible for this option, teams must make their donations online by the deadline. After the deadline, donations will no longer be accepted for volunteers and teams will be required to provide the necessary volunteer for their team.

## **10. ON RACE DAY**

### **10.A) What to Bring**

Because you will be working outside for your entire shift, we suggest that you bring items such as: folding chairs, umbrellas for shade/rain, snacks/food/drink, appropriate clothing for rain/heat/cold, sunscreen, bug spray, cell phone, and extra flashlight. Check local weather and plan ahead for rain and for extreme temperatures. Keep in mind that it may be cool during the night. **Remember this is a cupless race, bring your own water bottle.**

### **10.B) Directions**

Check Section 2 (RACE INFORMATION) for the name of the Race Venue and the address. Specific info of this sort is also posted to the race webpage in the Travel section.

### **10.C) Parking**

Each of our Race Venues has different parking rules and regulations. Specific info of this sort is also posted to the race webpage in the Travel section.

#### **10.D) Check-In**

Team Volunteers must check in at the Ragnar Race Headquarters **10 minutes before** the start of their volunteer shift. Upon check-in, the volunteer will receive instructions. Please remember to bring everything you need upon checking in.

If you are a Charity Volunteer please plan on arriving at the venue and checking in 30 minutes prior to the start of your shift. If you do not show up on time and stay for the entire shift, the charity will not receive credit for your volunteer shift.

#### **10.E) Campsite Selection and Setup**

If you are volunteering for the race you will be allowed to camp at the venue on Friday night for free. You are not required to campout, but it is included as a thank you. We don't assign specific campsites but we do ask that you take up less than 300ft<sup>2</sup>. Staking out a spot near the Ragnar Village will mean that you are in the middle of the action. Selecting a spot on the edge of camp may guarantee you a little more sleep, if you are in to that sort of thing.

#### **10.F) Campsite Fires**

. Ragnar will provide group bonfires (depending on the venue and area burn restrictions) but individual campsite fires are not allowed.

#### **10.G) Trash and Recycling**

Pack it in, pack it out. Treat this adventure just like a backcountry camping trip. If you bring it, you need to take it home. When you leave, your volunteer area and/or campsite should look exactly like it did before you arrived. Ragnar will have trash, recycling, and compost containers. Please make your best effort at recycling, composting, and reducing waste.

#### **11. NO DOGS**

No dogs on the course. No dogs in the campsite. No dogs at the event. We love dogs too but this is a safety issue for participants and for the dogs.

#### **12. USE OF SLAP BRACELETS**

At the start of each leg, the runner will be given a slap bracelet that corresponds with the color of the runners loop. IE- A runner on the red loop will have a red slap bracelet. Each runner wears a slap bracelet whose color corresponds to the loop they are running. Green, yellow, red. If you are volunteering on the course and you see a runner on your loop whose bracelet color does not match the loop color please make them aware.

#### **13. SAFETY**

As a race volunteer, please help us keep the race safe. Safety is our number one priority. There are many potential hazards in a race of this type including, but not limited to: trail conditions, weather, and wild animals. 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, safe campers, and by helping us keep the race as a whole safe. Below are some basic guidelines and rules to help us all have a safe race.

#### **13.A) In Case of Injury / Emergency**

We will have limited medical staff on hand. A Medic Tent will be located in the Village and will be open and available at all hours during the race. In the event of an emergency notify the nearest race official, as they will be able to communicate

with the Medic Tent. If you are not near any race officials, please call the Race Director(see page 3). If the emergency is severe call 911, then the Race Director.

### **13.B) Bad Weather**

The race will occur rain or shine. However, under certain severe weather conditions where significant damage or alterations to the race course occur, we reserve the right to cancel the event, shorten the event, and/or hold teams until the weather improves. 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.

### **14. FAQs**

We know this can be confusing. Please look over this list of Frequently Asked Questions and if you still have questions, feel free to drop us a line.

1. Q – Where is the race?

A – See Section 3 of the Trail Guide.

2. Q – Where do I go at the beginning of my shift to check-in?

A – Go to the Race HQ Tent 10 minutes before the start of your shift to check-in.

3. Q – Do I have to be part of a team to volunteer?

A – No. We are happy to have volunteers come and help out at the race even if they are not associated with a team.

4. Q – Can our volunteers camp for free?

A – Yes, camping during the event is free for volunteers, family, friends, and crew.

5. Q – Can our team provide more than one volunteer?

A – Yes, the more the merrier.

6. Q – What does the volunteer receive in return for working?

A – A beanie, free camping during the event, and a big 'ole THANK YOU.

7. Q – What are the requirements to be a volunteer?

A – The following are prerequisites for volunteers:

- Be at least 12 years old. Any minor under the age of 18 must have their parent/guardian sign a waiver and bring it to race check-in. A waiver is found at the end of this packet (see page 8).
- Be physically able to perform their assigned duties
- Be willing to fulfill their entire shift at an assigned location
- Provide their own food and drink during shift. **It's cupless, bring your own water bottle.**

8. Q – My team's volunteer signed up but can no longer make it and has to back out. What do we do?

A – It doesn't matter who shows up for the shift as long as someone does. Your team either needs to provide a volunteer or pay \$120 to have a volunteer provided by our partner non-profit. If you don't want to commit to the shift that has been signed up for you can delete your volunteers shift from your team captain's page by the Monday of the race and either sign up for a new shift on race day or pay \$120 to have a volunteer provided by our partner non-profit. If you can commit to the shift that was signed up for you can leave the shift and find a new volunteer to fulfill it. Be sure that the new volunteer signs the waiver. Waiver can be found on page 8 of this packet.

9. Q – What happens to our team if our volunteer doesn't show up?  
A – **Failure to fulfill volunteer requirements will result in disqualification** ☹.
10. Q – What does the volunteer need to bring to the shift?  
A – The volunteer needs to be prepared for the elements (hot, cold, rain, etc) and dress accordingly. Note that the shift is 3 hours in length and that temperatures and weather may change during the shift. We recommend that volunteers bring items such as folding chairs, umbrellas for shade/rain, an extra flashlight, cell phone, any snacks/food/drink, bug-spray, sunscreen, etc. The volunteer should bring all of these items with them when they check-in for their shift (10 minutes before the start of their shift). Check local weather and plan ahead for rain and for extreme temperatures. Keep in mind that it may be cool during the night. **Remember this is a cupless race, bring your own water bottle.**
11. Q – What will my volunteer duties be during the race?  
A – Volunteer duties will range from filling water at a water station, pointing runners in the right direction on the course, helping runners exchange at the Transition tent, cleaning up trash, etc.
12. Q – Can runners also be volunteers? How does that work?  
A – Yes, runners can volunteer in between running their legs. Volunteer shifts are all 3 hours in length so there is enough time.
13. Q – How long are the volunteer shifts?  
A – Volunteer shifts are all 3 hours in length.
14. Q – Can the volunteer shift be divided between multiple people?  
A – No. We train volunteers and in many cases drive them out along the course. We are not available to help with this in the event of split shifts.
15. Q – Does the person who signs up for the shift have to be the person to work the shift?  
A – No. The person who signs up for the volunteer shift is not the one who has to show up to work the volunteer shift, as long as someone volunteers for the shift on behalf of your team (meaning you can change volunteers right before the shift). See Questions #8.
16. Q – Why does my team have to provide a volunteer?  
A – There is no way that we could put on this race without the help of awesome volunteers. Every Regular (8-person) team must provide (1) volunteer to help work the race.
17. Q – Do Ultra teams have to provide a volunteer?  
A – No. Ultra teams are not required to provide volunteers.
18. Q – Can we purchase Ragnar Participant shirts?  
A – No. Participant shirts are only for runners but you will receive a beanie at the end of your volunteer shift.

## 15. RACE RELEASE AND WAIVER

RAGNAR TRAIL RELAY - RACE RELEASE AND WAIVER

As a condition of my participation in the Ragnar Trail Relay (the "Event") as a runner, volunteer or otherwise, I hereby covenant not to sue and agree to release from liability the Ragnar Relay Series, together with its founders, owners, officers, directors, managers, agents and employees, including but not limited to Ragnar Events LLC, Ragnar Holdings LLC and their respective investors, officers, directors, managers, members, agents and employees; Ragnar Relay race officials and volunteers; and any and all other sponsors, suppliers, agents, independent contractors and other personnel in any way assisting or associated with this Event (collectively the "Releasees"). This Race Release and Waiver (this "Release") is a contract with legal and binding consequences and it applies to all activities relating to the Event, whether located on the race course, the village or other race-related venues, and also including any camping activity before or after the Event. I have read this Release carefully before signing, and I understand what it means and what I am agreeing to by signing.

In consideration of the acceptance of my application for entry or participation as a volunteer in this Event by one or more Releasees, I hereby freely agree to and make the following contractual representations and agreements:

1. I know that this Event, which takes place both in daylight and at night, is held primarily on rough trails but sometimes may also be on open roads and is a potentially hazardous activity. I voluntarily assume full and complete responsibility for all risks associated with participating in the Event and for any injury or accident that may occur during my participation in this Event, including by way of example and not limitation: illness; traveling to and from the event; camping before or after the Event; falls; collisions with pedestrians, vehicles, other participants, wild animals, and fixed or moving objects; the effects of weather, including temperature extremes and humidity; traffic accidents; the negligence of myself and/or others, including Releasees; and trail conditions, road conditions, including without limitation darkness and surface conditions such as loose sand, roots, rocks, uneven ground, and/or pot holes.  
I am aware of and appreciate all of these risks. I understand that wild animals, snakes, insects, vehicle traffic and spectators will be present along the race course and that police protection will not be provided. I know that the presence of wild animals and vehicle traffic during the race present certain risks including animal attack and the risk of motor vehicle accidents involving participants, spectators, and/or other vehicles, and that such accidents can result in death or serious injury.  
I am also aware that if there is a camping activity before or after the Event (a) the parking area may be multiple miles away from the camping area, and (b) if there should be adverse weather, a fire, or other Act of God, it is possible that that I could be placed in uncomfortable, and perhaps even dangerous, circumstances, notwithstanding evacuation plans and any shuttle services or emergency and medical vehicles and services that may be available.  
I further understand that the Releasees are not responsible for lost/stolen/damaged items from vehicles or campsites.
2. As a condition of my participation, I agree to abide by all traffic and pedestrian laws and regulations and to follow any and all of Releasees' safety instructions, including all rules and conditions set forth in the Trail Guide, which is available on the Ragnar Relay Series website, www.ragnarrelay.com.. I understand that my failure to do so may result in serious injury or death and may be grounds for my disqualification from this Event.
3. I acknowledge that I should not enter and participate in this event unless I am medically able and properly trained. I agree to abide by any decision of a race official relative to my ability to safely complete this trail race and I further agree that race officials may authorize necessary emergency treatment for me.
4. I represent and warrant that (a) my team and I will participate fully in all of the safety training provided by the Ragnar Relay Series, and (b) they and I agree to adhere to the rules and regulations included in such safety training.
5. Having read this waiver and knowing and assuming these risks, and in consideration of the acceptance of my participation, I hereby for myself, my heirs, my executors, administrators or anyone else who might claim on my behalf (collectively my "Successors"), covenant not to sue, and FOREVER WAIVE, RELEASE, DISCHARGE, and HOLD HARMLESS Releasees from any and all claims, injuries, damages, liabilities, causes of action, and expenses (including without limitation attorney's fees and costs), and inconvenience to person or property (collectively, "Losses") of any kind or nature whatsoever arising out of my participation in this Event, even though such liability may arise out of negligence or carelessness on the part of Releasees.
6. In exchange for my being permitted to participate in the Event, and understanding there will be no additional compensation to me, I hereby authorize Ragnar Events LLC, to use my image or likeness for Event promotional purposes.
7. I understand the Event registration fees are nonrefundable. I have read the Trail Guide and agree to abide by the rules and conditions contained therein.
8. I acknowledge and agree, for myself and my Successors, that the above representations are contractually binding, and that should I or my Successors assert a claim contrary to what I have agreed to in this agreement, the claiming party shall be liable for the expenses (including legal fees) incurred by the Releasees in defending such claim. This Release may not be modified orally, and a waiver or modification of any provision shall not be construed as a waiver or modification of any other provision herein or as consent to any subsequent waiver or modification. I consent to the release by any third party to Releasees and their insurance carriers of my name and medical information that may relate to any injury or death I may suffer arising from my participation in the Event. Every term and provision of this agreement is intended to be severable. If any one or more of them is found to be unenforceable or invalid, that shall not affect the other terms and provisions, which shall remain binding and enforceable.
9. I acknowledge and agree that there are no refunds if the Event is cancelled or delayed due to causes beyond Releasees' control, including but not limited to, acts of God, war, strikes or labor disputes, fires, riots, terrorism, vandalism, accident, government orders, certain severe weather conditions such as severe heat, electrical storm, snowfall, tornadoes, earthquakes, hurricanes, flooding, fog, severe weather conditions where significant damage or alterations to the race course occur, or any other force majeure event.

PRINT NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

**MINOR WAIVER - COMPLETE IF RUNNER/VOLUNTEER IS BELOW THE AGE OF 18**

**CONSENT AND RELEASE BY PARENT OR GUARDIAN**

I am the parent or guardian of the above-named minor (my "Child"). My Child is fit for the Event, and I (and, if I am married, my spouse) consent to my Child's participation. I have read and I understand the above Release. In consideration of allowing my Child to participate, I (and, if I am married, my spouse) consent to the foregoing Release and agree that its terms shall likewise bind me (and, if I am married, my spouse), my Child, and our respective heirs, legal representatives, assignees, and anyone else who might claim on their own behalf or mine or my Child's behalf. I (and, if I am married, my spouse) hereby forever release and discharge, and shall defend, indemnify and hold harmless Releasees, from every claim (including without limitation a claim of loss of consortium), liability, cause of action, and expense that I (and, if I am married, my spouse) or my Child or any other person may allege against any of the Releasees (including medical expenses and reasonable legal fees and costs) as a direct or indirect result of injury or death to me or my Child because of my Child's participation in the Event, whether caused by the negligence of my Child, the Releasees, or others, to the maximum extent permitted by law. I (and, if I am married, my spouse) covenant not to sue Releasees on my behalf or on behalf of my Child for any claim arising from my Child's participation in the Event. If I am married, I am signing this Release also in behalf of, and as authorized agent for, my spouse.

PARENT NAME: \_\_\_\_\_ PARENT SIGNATURE: \_\_\_\_\_

DATE OF SIGNATURE: \_\_\_\_\_