



Dear Team Captain:

It's back! Mark your calendars for Saturday, June 9th, 2018.

On behalf of the entire End Hunger In Calvert County Team, welcome to the 6th Annual End Hunger Dragon Boat Festival! Can you believe it's YEAR SIX?! Together, we are raising awareness about the reality of hunger in our local community while helping End Hunger In Calvert County through a fun and competitive community event.

If you participated in last year's festival, you know what an exciting event it was. Thirty teams raced throughout the day and over 4,000 spectators lined the North Beach Boardwalk to watch and cheer on each race. In all, the event generated funds to feed the hungry here in Calvert County.

If you are new to the festival, you have picked an awesome event to be part of, so get ready! This year, we are amping up the festival to include live music, more entertainment, and a full festival day, which will bring even more spectators than ever before. It is going to be incredible.

The following packet will provide you with all of the details you need to perform your Team Captain duties. It also includes helpful information on how to build and prepare your team for this year's festival.

It's an honor to be a Team Captain and your investment in building and preparing your team is vital to the success of the End Hunger Dragon Boat Festival. As Team Captain, you are the official liaison between each member of your team and the End Hunger Team. In order to ensure a positive experience, please read all information sent to you via email and any written correspondence pertaining to the event.

Thank you for being a Team Captain - we truly couldn't do it without you. We are here to help make this process easy for you. If you have any questions or concerns, please do not hesitate to contact me by calling 410-257-5672 or emailing dragonboat@endhungercalvert.org. I look forward to seeing you on the water!

Together We Can,

Megan Rollins
End Hunger In Calvert County
Festival Director

TEAM CAPTAIN REGISTRATION

By signing my name below, I, as the Captain of this team, agree to all the following terms and conditions:

REGISTRATION FEE

\$2,000 PER BOAT (TAX DEDUCTIBLE TO THE AMOUNT PERMITTED BY LAW)

- \$1,000 DEPOSIT DUE BY MAY 11, 2018 - NON REFUNDABLE
- REMAINDER BALANCE DUE BY JUNE 1, 2018

IMPORTANT DEADLINES

REGISTRATION DEPOSIT DUE BY FRIDAY MAY 11, 2018

- TEAM CAPTAIN REGISTRATION FORM // ENDHUNGERCALVERT.ORG/DRAGONBOAT
- \$1,000 DEPOSIT

TEAM REGISTRATION IS SUBJECT TO AVAILABILITY AFTER MAY 11

PADDLER REGISTRATIONS DUE BY MAY 11, 2018

- LATE PADDLERS WILL HAVE T-SHIRT SIZES ESTIMATED BY THE FESTIVAL COMMITTEE

TEAM MEMBER WAIVERS DUE BY SCHEDULED PRACTICE NIGHT (JUNE 5-8)

- PADDLERS WILL NOT BE ALLOWED IN A BOAT UNTIL THERE IS A SIGNED WAIVER

We (the participating team) understand that final team qualifications are subject to approval by the End Hunger Dragon Boat Festival Committee, and that the Festival Committee reserves the right to make necessary changes to the race categories to accommodate the event.

We understand that **NO** merchandise or outside food are permitted to be sold by participating teams without prior approval from the End Hunger Dragon Boat Festival Committee (submit a required vendor form).

We understand that members of the team will not be allowed to board the boat until a waiver form is signed and turned in to the End Hunger Dragon Boat Festival.

We understand that the registration fee is **non-refundable** should the team decide to withdraw from the race or should the race be canceled for reasons beyond control. (Remember: The money is going to feed local families through the efforts of End Hunger In Calvert County.)

We understand that the team captain is responsible for communicating with race officials, providing proof of identity for his or her team members, ensuring all crew members are familiar with all the rules and regulations, marshaling his or her team to the loading dock area at the appropriate time, verifying his or her team's registration materials, and representing the team at ceremonies.

TEAM NAME: _____

SIGNATURE OF TEAM CAPTAIN: _____ **DATE:** _____

TEAM AND RACE RULES

TEAM RULES

- All team members are required to follow the safety rules provided by the End Hunger Festival Committee and 22Dragons' staff.
- Each team must complete a roster of up to 19 participants // 16 paddlers, one drummer and two optional substitutes.
- Paddler Registrations need to be submitted by Friday, May 11, 2018. Paddlers who register after that date will have sizes estimated for them by the Team Captain or End Hunger In Calvert County.
- Each team member must be a minimum age of 16 years old on race day.
- Each team must have a minimum of four female paddlers.
- Each team member is required to sign a waiver before practicing and competing on race day.
- Each team must designate a Team Captain who is capable of performing the captain's responsibilities and communicating festival information with the entire team. This can be a paddling or non-paddling person.
- Each team must have at least one participating member from their team attend a Team Captain meeting held at Chesapeake Church. Two dates available:

Tuesday, May 29, 2018 at 6:00PM

Wednesday, May 30, 2018 at 6:00PM

Address: 6201 Solomons Island Road, Huntingtown MD 20639

- In order to step onto a dragon boat, each team member must be wearing a festival wristband. Wristbands will be issued on the day of the festival when you check-in your team.

RACE RULES

- Participants must obey race officials and steerspersons at all times, whether on land or water. Failure to observe safety directions will result in a time penalty or disqualification.
- Teams must use all equipment provided by 22Dragons. If a team member fails to wear a life jacket while on the water, the team will be disqualified.
- Teams must report to the marshalling area 30 minutes before their race. The End Hunger Dragon Boat Festival will not pause the event to accommodate any late teams.
- 22Dragons and the End Hunger Festival Committee have the discretion to penalize teams for disruptive behavior and language.
- Teams are responsible to pay for any equipment damaged by negligent behavior; tipping the boat, throwing the paddle, etc.
- **Team members are prohibited from consuming alcohol and using illegal drugs prior to and during the festival. Alcohol and drug use prior to and during races is prohibited and will result in disqualification.**
- In the event of thunderstorms, high winds, lightning, etc., the Race Director may order teams off the water. Only when conditions are deemed "unsafe and hazardous" to participants will racing be postponed or suspended.
- Modifications – The End Hunger Festival Committee and 22Dragons reserve the right to modify the rules to ensure the success of the event. Team Captains will be advised of any modifications and will be responsible to inform their team of any changes.

AWARDS AND RACE TIMING

FINALS CATEGORIES

- Grand Champion - 1st place
- 2nd place
- 3rd place
- Finalists - 4th, 5th, & 6th place

NOTE: Medals are awarded to all teams who place in these categories. The Grand Champion will have their team name and Team Captain's name printed on a rotating trophy.

TEAM FESTIVAL AWARDS

- **#givewhereyoulive** Champion - to the team that raises the most money for End Hunger In Calvert County. Money can be turned in towards this award until 1PM on race day.
- Best Decorated Tent Champion - to the team voted to have the best decorated tent. Votes are cast by paddlers and those attending the festival at the Merchandise Tent.
- The Decked Out Drummer Champion - to the team voted to have the most decked-out drummer. Votes are cast by paddlers and those attending the festival at the Merchandise Tent.
- Industry Cup Challenge - to the first place finisher in each head-to-head challenge category. A minimum of two teams are needed to create a division cup race.
Examples - Mayor's Cup, Teacher's Cup, Fitness Cup, Dealership Cup, etc.

HOW DOES THE TIMING WORK?

Follow us on this one . . . every team will race in Heat 1 and Heat 2. Your fastest time between those two heats is what qualifies you for the finals.

The best 6 times of the day will then race head-to-head in the finals, but only for the place they qualified for. That means the 5th and 6th best times of the day will race for 5th and 6th place only, the 3rd and 4th best times of the day will race for 3rd and 4th place, and the 1st and 2nd best times of the day will race for 1st and 2nd place.

Technically speaking, the 6th place team could have a better time than the 1st place team in the finals, and the 1st place team is STILL the grand champion. You only race for the place your Heat 1 or Heat 2 time qualify you for.

In summary - Heat 1 & Heat 2 are all about time. The finals are head-to-head winner takes all!

TEAM CAPTAIN CHECKLIST

REGISTER TO BE A TEAM CAPTAIN

- Go to endhungercalvert.org/dragonboat for step-by-step instructions on how to start your team.
- All paper registration forms should be mailed, emailed or delivered -
 - Mail to: End Hunger In Calvert County Attn: Dragon Boat
PO Box 758 Huntingtown, MD 20639
 - Email to: dragonboat@endhungercalvert.org
 - Deliver to: Megan Rollins at Chesapeake Church M-F 9AM-5PM
6201 Solomons Island Road Huntingtown, MD 20639

PAY \$1,000 REGISTRATION DEPOSIT (PER BOAT)

- Your deposit is due by May 11. Boats are subject to availability if deposit is received after the deadline. The deposit is nonrefundable, and your registration is not considered complete until the remaining balance is paid.
- By paying your deposit, you are able to pick and secure your t-shirt color, practice night and tent location- they are given on a first come, first served basis.
- All payments can be done through your team's online fundraising campaign or mailed/delivered - please include the team name.
 - Mail to: End Hunger In Calvert County Attn: Dragon Boat
PO Box 758 Huntingtown, MD 20639
 - Deliver to: Megan Rollins at Chesapeake Church M-F 9AM-5PM
6201 Solomons Island Road Huntingtown, MD 20639

(Registration fees are tax deductible to the amount permitted by law)

RECRUIT TEAM MEMBERS

- Find step-by-step instructions for each paddler to complete their registration at **endhungercalvert.org/dragonboat**.
- Each team must have a minimum of 16 paddlers (minimum of four females), one drummer and two substitutes - 19 total.
- Participants must be at least 16 years old by the day of the festival.

MANAGE REGISTRATIONS & WAIVERS FOR YOUR TEAM

- As registrations are submitted, we will send Team Captain's a copy for their records.
- All waivers need to be submitted no later than your scheduled practice night. If possible, please bring as many as you can to the Team Captain's Meeting.
- The earlier your team registers, the faster the check-in process will be at your scheduled practice night.

All paper forms/payments can be submitted to End Hunger In Calvert County - please include the team name.

- Mail to: End Hunger In Calvert County Attn: Dragon Boat
PO Box 758 Huntingtown, MD 20639
- Email to: dragonboat@endhungercalvert.org
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6201 Solomons Island Road Huntingtown, MD 20639

CONFIRM YOUR PRACTICE NIGHT, TEAM T-SHIRT COLOR & TENT LOCATION

- By paying your deposit and securing your spot in the festival, you will then have access to a online form that allows you to select your practice night, t-shirt color, and tent location. We must receive your deposit by Friday, May 11.
- Once you submit the online form, we will contact you to confirm your practice night date and time, your team t-shirt color, and tentative tent location.
- **Practice Nights:** Tuesday, June 5 - Friday June 8 from 5:00PM - 8:00PM
 - Practice times are in 1-hour increments.
 - Teams must have at least 8 paddlers in the boat in order to practice.
 - Please arrive 30 minutes prior to your practice start time. Arriving late will cut into your practice time.
 - All practicing paddlers must have a signed waiver before getting into a boat.
 - Consider having a team dinner after your practice to talk about what you learned and to develop a team strategy for race day.
- **Team T-Shirt Color:**
 - Colors are assigned on a first come, first served basis.
 - T-shirts will be distributed on the day of the festival at Team Check-In.
 - We encourage creativity that builds team unity! (War paint, headbands, etc.)
- **Tent Location**
 - Tent locations are assigned on a first come, first served basis.
 - We will do our best to put your team tent in the desired area, but this is subject to change based on the festival layout.
 - Every team is required to bring and set-up a pop-up tent to be your team's home base. The maximum tent size allowed is 10X10.
 - Teams are only allowed to set-up in their designated and assigned location.
 - Tent set-up and decorating can start NO EARLIER than 6:00AM on Saturday, June 9, 2018 and must be dismantled immediately after the Awards Ceremony on Saturday, June 9, 2018.

 DECIDE ON & PREPARE WHICH AWARDS YOUR TEAM WILL COMPETE FOR

- **#give**whereyou**live** Champion - this award goes to the team that raises the most money for End Hunger In Calvert County. Money can be turned in towards this award until 1PM on race day.
- Best Decorated Tent Champion - to the team voted to have the best decorated tent. Votes are cast by paddlers and those attending the festival at the Merchandise Tent.
- The Decked Out Drummer Champion - to the team voted to have the most decked-out drummer. Votes are cast by paddlers and those attending the festival through the Merchandise Tent.
- Industry Cup Challenge - to the first place finisher in each head-to-head challenge category. A minimum of two teams are needed to create a division cup race.
Examples - Mayor's Cup, Teacher's Cup, Fitness Cup, Dealership Cup, etc.

 MANAGE COMMUNICATIONS

- Encourage team members to sign up for festival team updates. You will receive a link to send to your paddlers when you register your team.
- Be sure to send them the Team Member Information Sheet (page 9).
Encourage family, friends, and co-workers to join the fun on race day!

PAY REMAINING \$1,000 OF REGISTRATION BALANCE (PER BOAT)

- Final payments toward your \$2,000 registration fee are due no later than June 1.
 - All payments can be mailed or delivered - please include the team name.
 - Mail to: End Hunger In Calvert County Attn: Dragon Boat
PO Box 758 Huntingtown, MD 20639
 - Deliver to: Megan Rollins at Chesapeake Church M-F 9AM-5PM
6201 Solomons Island Road Huntingtown, MD 20639
- (Registration fees are tax deductible to the amount permitted by law)*

 ATTEND THE TEAM CAPTAIN MEETING - MANDATORY

- All Team Captains must attend a Team Captain Meeting. Please choose which date works best for you. If the Team Captain is unable to attend either meeting, a team member who is paddling should go in their place. No exceptions!

Tuesday, May 29, 2017 at 6:00PM

Wednesday, May 30, 2017 at 6:00PM

Address: 6201 Solomons Island Road, Huntingtown MD 20639

 COORDINATE LOGISTICS

- It is going to be a full day in North Beach - teams are welcome to bring food and beverages. Alcohol is not permitted.
- Vendors will be selling food onsite. We encourage you to buy directly from them.
- When you check-in on festival day, you will receive your wristbands and team t-shirts to distribute to your team.
- On race day, there will be a Team Captain meeting on the beach at 8:15AM. This is when we will announce race schedule and any festival updates.

 DOTTING OF THE EYE CEREMONY

- Join us for the Dotting of the Eye Ceremony on Friday, June 8, 2018. At 8:00PM on the North Beach pavilion, we will kick off the festival at the Farmer's Market!
- If you had a champion trophy from 2017, a team member from the 2017 winning team is required to participate and hand over the trophy - officially clearing the scores and signaling that the races are ready to begin!

 CLEAN UP

- Pick up all trash, take down all decorations and team tents before you leave. Cleaning up thoroughly is another way to thank the Town of North Beach for hosting the festival!

NOTE: The event will be held rain or shine. In the event of thunder and lightning, the race will be delayed until it is safe to resume activities. Unfortunately, no refunds will be given as the goal of this event is to raise funds for End Hunger In Calvert County.

DRAGON BOAT FAQ

WHAT IS DRAGON BOATING?

Dragon boating is today's fastest-growing international team water sport. The End Hunger Dragon Boat Festival will feature boats of 16 paddlers and one drummer in a competition to paddle across the finish line with the fastest time.

WHAT IS THE PURPOSE OF THE END HUNGER DRAGON BOAT FESTIVAL

- To bring awareness to the reality of hunger in our local community.
- To feed and support hungry families by raising money for End Hunger In Calvert County.
- To have fun, build community and strengthen team unity.

HOW CAN I PARTICIPATE IN THE DRAGON BOAT RACE?

You must be on a team. Team Captains organize and recruit team members. If you are a Team Captain, you are responsible for all communication to your team. To become a Team Captain visit endhungercalvert.org/dragon-teams.

WHAT IF MY TEAM HAS NO EXPERIENCE IN DRAGON BOATING?

Don't worry! Each team will be provided with a qualified steersperson from 22Dragons who will give instruction and steer the boat. We encourage every team and paddler to take full advantage of their scheduled practice time.

HOW ARE THE RACES TIMED?

It's all about time! Each team will race at least twice. The best 6 times of the day will race for a third time in a head-to-head challenge for the place they qualified for.

WHEN WILL TEAMS FIND OUT THE RACE SCHEDULE?

The race schedule will be announced the morning of the event during a Team Captain meeting. It is important to arrive by 8:00AM. Official times will be announced and results will be posted on the scoreboard throughout the day as races are completed.

WHAT CAN I DO TO PREPARE FOR RACE DAY?

Follow your Team Captain's instructions and be on time for your team's scheduled practice.

HOW LONG IS THE RACE COURSE?

The length of the race course is 200 meters and each race lasts between one – two minutes depending on the speed and rhythm of the team.

HOW BIG IS A DRAGON BOAT?

A dragon boat is 40 feet long and 4 feet at its widest point. There will be eight rows of two team members who sit side by side. Row assignments for each boat will be made during the team practice.

TEAM MEMBER INFORMATION

WAIVER

No team member will be allowed to participate without a signed waiver. Please make sure to complete a waiver with your Team Captain prior to the practice and/or race day.

ARRIVAL & DEPARTURE

Team members should arrive at their team tent location by 8:00AM on Saturday, June 9, 2018 to check in with your Team Captain to get your t-shirt and wristband. (**IMPORTANT:** Wristbands **must** be worn tightly for the duration of the festival. This wristband signifies to festival staff that your waiver is completed and grants you access onto the beach and into the boat area. Those without a wristband will not be permitted in this area.) Please be prepared to stay through to the end of the awards ceremony, approximately 3:00PM.

PARKING

All team members will park in designated North Beach Public Parking Lots (until lots are full). If you need to drop items at your team tent, you can do so during the hours of 6:00AM - 8:00AM. Parking is limited, so carpooling is encouraged!

WHAT EQUIPMENT IS PROVIDED

The End Hunger Dragon Boat Festival provides all the equipment needed to participate including the boat, paddles and life jackets. Teams may bring food and beverages—however, alcohol is prohibited. A first aid station and medic unit will be on site at all times.

WHAT TO BRING

Come prepared to have fun! You may get wet and sandy, so dress accordingly! It is recommended not to wear jewelry as it may get in the way or lost while paddling. Wear shoes that you're willing to get wet or you may choose to race barefoot. Encourage your family and friends to enjoy the day in North Beach as they watch you compete!

OPTIONAL ITEMS

Prepare for a full day of fun and for the weather! Consider bringing: sunscreen, bug spray, sunglasses, chairs, blankets, dry clothes, towel, hat, water, snacks, money for food, team uniform/costumes and rain ponchos. There will be down time in between the races so feel free to bring games, frisbees, footballs, etc.

FAMILY ACTIVITIES

FREE Family activities will be scattered throughout the festival, including face painting and more! If your children require supervision while you are paddling, please make your own childcare arrangements. Children must be accompanied by an adult or guardian while participating in any activities.



NORTH BEACH • MD
SATURDAY JUNE 9

END HUNGER IN CALVERT COUNTY 2018 DRAGON BOAT FESTIVAL REGISTRATION FORM

Paddler Registration Form

Please print clearly and do not leave anything blank when filling out the form.

Team Name: _____

Team Captain: _____

First Name: _____ Last Name: _____

Date of Birth: _____ Cell Phone: _____

Would you like to sign up for Festival team updates? _____
(You will be able to manage your preferences when you sign up.)

Mailing Address: _____ Email: _____

City: _____ Emergency Contact: _____

State: _____ Emergency Contact Phone: _____

Zip Code: _____ T-Shirt Size (Adult S - XXL): _____

Would you like to purchase any additional team t-shirts for \$10 each? If so, please list sizes and quantities below.

Please list any medical conditions your Team Captain and Festival Directors should be aware of:

END HUNGER IN CALVERT COUNTY 2018 DRAGON BOAT FESTIVAL WAIVER FORM

PLEASE READ THIS FORM



NORTH BEACH • MD
SATURDAY JUNE 9

1. This Waiver covers my participation in the following Dragon Boat activities:
 - a. The End Hunger Dragon Boat Festival on Saturday, June 9, 2018 in North Beach, Maryland
 - b. Dragon Boat practice sessions are in North Beach Tuesday June 5, 2018 - Friday, June 8, 2018
 - c. Any event involving dragon boat racing/practicing/instruction, or dry-land training exercises where End Hunger In Calvert County (EHCC) or 22Dragons are involved.
2. Participating in the above activities involves risks, dangers and hazards. For example, a boat could capsize or boats could collide in good or bad weather. An approved personal flotation device (PFD) is recommended to be worn by all participants at all times while on the water. Any End Hunger Dragon Boat Festival participant who does not wear a PFD acknowledges that the decision to wear or not wear a PFD is their own. I am aware that by participating in the above activities I am risking personal injury, death, or damage to property. I am aware that by participating in the above activities I am risking personal injury, death, or damage to property. I accept and assume those risks.
3. I release the following companies and people:
 - a. 22DRAGONS
 - b. City of North Beach, MD
 - c. End Hunger In Calvert County, Inc.
 - d. The directors, officers, employees, agents, independent contractors and volunteers of any of the above (all of whom are referred to as the Releasees in this Waiver Form), from any and all liability for any loss, damage, injury or expenses that I may suffer as a result of my participation in the activity above, no matter how caused, including if caused by negligence of any of the Releasees.
4. If someone sues me for negligence, I agree not to claim contribution of indemnity from any of the Releasees. I release the Releasees from all liability that could arise from such a contribution or indemnity claim.
5. I agree to hold harmless and indemnify the Releases in respect of any claims, liability or legal expenses that they incur arising directly or indirectly by reason of a claim brought by me against any person or entity for loss, damage, injury, or expenses suffered by me. For example, if I sue a member of another team, my coach or steersperson for negligence, and that person in turn claims contribution or indemnity from 22Dragons and/or EHCC, then I agree to pay 22Dragons and/or EHCC for all liability claims and legal expenses that it incurs in connection and indemnity claim.
6. I confirm that I have attained the age of 18 years or, if not, my parent or guardian has signed this Waiver.
7. I recognize and agree that I am not allowed to participate in the activity above unless I sign this Waiver. I agree that this Waiver is binding on me and on my heirs, executors, administrators and legal representatives.
8. I understand that photographs and video recordings will be made by EHCC during the festival, team practices and meetings. I agree that my likeness (or the likeness of my child) may be used for promotional purposes by the organization.

By signing this document, I acknowledge that if anyone is hurt or property is damaged during my participation in this activity, I may be found by a court of law to have waived my right to maintain a lawsuit against the Festival on the basis of any claim from which I have released them herein. I have had sufficient opportunity to read this entire document. I have read and understand it, and agree to be bound by its terms.

PARTICIPANT NAME: (PRINT CLEARLY) _____

TEAM NAME: (PRINT CLEARLY) _____

PARTICIPANT SIGNATURE: _____ **DATE:** _____
(PARENT/GUARDIAN IF UNDER 18)