

# ***CLUB GUIDELINES FOR RAGBRAI®***

**Clubs, teams and groups are role models for those participating in RAGBRAI®. If you or your members cannot abide by the rules, please do not request tags.**

## **Application Process**

The club application deadline is **March 1**. However, if you choose to submit your club's application manually (paper applications), the deadline for submission is **February 17**. All clubs that miss that deadline will be entered in the lottery.

Please combine the payments of all members and submit one payment, either by check or with a credit card online, along with the signed waivers and applications (if submitting manually) for your group.

Guaranteed Clubs may not offer club membership for the sole purpose of selling RAGBRAI® wristbands. An individual who receives a wristband through a club must have been a member of the club as of January 1 and must have participated in at least three club rides or events. Any advertising, newsletter articles, Web sites or other written or verbal communication that gives the perception that RAGBRAI® wristbands are for sale will mean that the club is in violation of their RAGBRAI® agreement. If this club privilege is abused, the club's RAGBRAI status will be jeopardized.

Only one entry is allowed per person. Club members who do not apply through the Group Contact and apply directly to RAGBRAI will not be considered as a part of your club guarantee. If any person attempts to apply through both your club and directly to RAGBRAI, everyone on each application will be rejected.

If you submit more applications than your quota allows, the excess applications will be entered in the lottery.

If your club submits no applications for two consecutive years, your club will be removed from the RAGBRAI guaranteed club roster.

## **No Extra Private Vehicles**

If a member obtains wristbands through your club, he or she is not to bring a vehicle under any circumstance. Vehicle passes may only be applied for through your Group Contact.

## **Refunds**

Fees are nonrefundable after **June 1**. A \$25 processing fee per applicant is deducted for refunds prior to June 1. RAGBRAI is not responsible for delayed, lost, or misplaced application forms and materials.

## **Transfers**

While we do not encourage you to privately re-sell wristbands, we understand that sometimes emergencies require last minute changes. If your club does re-sell wristbands, a transfer document and a signed waiver must be received in the RAGBRAI office before the ride begins for that wristband to be "official." If the transfer has not taken place officially, your club can be held liable.

If your club has a charter service, it is your responsibility to make sure that no one is accepted for the charter without the necessary wristband. Wristbands cannot be sold or advertised part of a charter package.

Please discourage anyone from participating in RAGBRAI without a wristband. One-day wristbands are available by application until **June 15**. After that date, wristbands will only be available on the ride at RAGBRAI's baggage truck and RAGBRAI's Information and Merchandise trailer in the main campground.

## **Safety and Rider Conduct**

It is important to promote and practice RIDE RIGHT® within your group and in your community. Please encourage members to get in shape for RAGBRAI, wear helmets, sound off, and practice the rules of the road that are a part of the Participant Guide. The guide is enclosed with the wristband package sent to the Group Contact near the end of May.

Clubs are responsible for the conduct of all members and minors included in the group. An adult must accompany minors who are part of a charter/club.

Clubs are responsible for the behavior of their members in all phases of the ride - conduct on the road, in pass-through towns, and in campgrounds. Remember that we are guests of each Iowa community. No one should be issued a wristband if you are not positive he or she will demonstrate exemplary and safe riding habits and behavior.

The RIDE RIGHT safety video will be shown on Saturday, July 18. Encourage your members to view it. The video is available upon request for your bus trip by emailing [info@ragbrai.org](mailto:info@ragbrai.org).

Ride hours are from 6:00 a.m. till 6:00 p.m. Clubs are asked to take responsibility for making sure that their riders are in the overnight towns by 6:00 p.m. Support services are generally not available before or after these hours or if the bicycle route is not followed.

### **Support Drivers**

Drivers are requested to check in at the Information Center in each town. The Information Center cannot help members of the club locate the camping location if the volunteers at the Information Center are not informed.

If you commit to a location by mail, when you arrive, stay there. We know that you want to find the most desirable spot to camp but switching spots just because the shade might be better somewhere else, challenges the already stressed campground volunteers.

Support vehicles are not to be in the pass-through towns with the exception of the daily designated Meeting Town listed on the route map. The Iowa State Patrol or local law enforcement may confiscate your vehicle pass if this rule is not followed.

### **Housing & Private Campgrounds**

The Chamber, City Hall and Housing and Campground Chairs in these host towns have plenty to do to get ready prior to May 1. If you are requesting housing or camping outside of the main campgrounds, **PLEASE DO NOT CONTACT TOWNS PRIOR TO MAY 1.**

If your team makes contact to request housing or other camping prior to May 1, your team entry may be jeopardy. Remember, Chairs are volunteers and rudeness towards them will not be tolerated.

### **Signage**

Please be thoughtful of overnight communities when hanging signage for your camping area. Please do not use self-adhesive signs, and do not use signs that are orange or green. These are the colors of the RAGBRAI route arrows. Use caution when hoisting a club flag near overhead electrical wires. **DO NOT PAINT** on the roadways or streets.

### **Showers**

A number of campers use sun-heated portable showers. According to state law (Section 455B.186), it is illegal to dispose of waste water into any state-owned natural or artificial lake. Additionally you are requested to dispose of this water through appropriate sewage access. Please do not dump portable showers on the ground.

### **RAGBRAI Trademark Usage**

“RAGBRAI®,” “Register’s Annual Great Bicycle Ride Across Iowa™” and “RIDE RIGHT®” are registered trademarks of The Des Moines Register. No one can use them for any purpose without written permission. Legal action will be taken against any individual or group/club violating trademark laws, such as printing t-shirts or club jerseys containing these marks or symbols.

The bottom line is: **YOU CANNOT USE THE WORDS OR LOGOS OF RAGBRAI ON YOUR JERSEYS OR SHIRTS.**

**THE CLUB APPLICATION DEADLINE IS MARCH 1 IF SUBMITTED ONLINE AND FEBRUARY 17 IF SUBMITTED MANUALLY (paper applications).**