

Information for Captains and Paddlers

Welcome to the 2013 Washington DC Dragon Boat Festival!!! May 18-19, 2013

We are looking forward to another great year of dragon boat races, along with another great assortment of cultural events at this year's festival. We are glad to have so many returning paddlers this year.

DIRECTIONS TO THE RACE SITE

The race will be held at [Thompson Boat Center](#). The address of the Thompson Boat Center is:

2900 Virginia Ave NW
Washington DC 20037
<http://www.thompsonboatcenter.com/>

The team area is located in the grassy area across from the Watergate Complex along Rock Creek Parkway.

WHAT TIME TO ARRIVE

Registration will open at 6:00 am Saturday.
You can start setting up your canopies at 6:00 AM.

Captains should arrive by 6:30AM so that they can register their teams and be ready for the captains meeting at 0700.

Team members should arrive by 7:30 am at the site. Parking can be difficult in the area. You will need to distribute wristbands, and get your belongings settled, and get warmed up. Teams will start marshalling for the first races around 8:40 AM. (BCS teams will need to be ready to board at the dock by 0810.)

Teams in Races 1, 2, and 3 will be in boats during the ceremony that starts at 0830. (Check the schedule to see who those teams are). Therefore, these teams should arrive by 0700, and be down at the boathouse ready to load by 0800.

PARKING

Thompson's Boat Center Parking Lot: Will not be available for parking. The Thompson's Parking Lot will only be available for drop offs.

Street Parking: There is usually a good amount of parking on the street in Georgetown along Waterside or K Street, directly below the Whitehurst Freeway. This is metered parking, and is usually easily available in the morning, and impossible to find after 9AM.

Paid Garage Parking: Most paid parking runs around \$10.00 per day, and is readily available. The closest paid lots are in the Watergate complex, Washington Harbour, and at the Kennedy Center.

METRORAIL

We recommend riding metro to the event, especially for friends and family who don't have to bring many things with them. The site is a short walk (10-15 minutes) from the FOGGY BOTTOM/GWU [Metro](#) stop on the Orange line. When you get off the train, look on the map for Thompson's Boat Center. At the top of the escalator, turn 180 degrees around and cross the courtyard. After passing through the courtyard, cross two streets, and turn left onto New Hampshire Avenue. (The 7-11 is on New Hampshire). At the stoplight, turn right onto Virginia Avenue. The Boat Center will be straight ahead, about two blocks down.

For those who are unable to make this short walk, there is a Kennedy Center Shuttle which runs from the front of the metro station to the front of the Kennedy Center, which is about 100 yards from the main festival site.

Note that [Metrorail](#) does not start service until 7AM on weekends. For more information about metrorail, please visit: <http://www.wmata.com/>

CAPTAINS' MEETING

Captains' Meeting will be held at the Main Gathering Area in front of the Officials Tent **at 7:00am**. At this meeting, we will discuss any changes and pass on important updates. If you are the captain of your team and you cannot make it, please send a co-captain or another representative on behalf of your team.

TEAM REGISTRATION

From 6:00am to 8:30am on Saturday, your captain, co-captain, or other designated person (just one person, not all the team members) should check in at the registration area. The registration area is located in the large Registration / Information Tent located in the center of the main festival area.

During this time, we will:

- make sure that all fees have been paid
- ensure that all paddlers have signed their festival liability waivers with copies of photo IDs
- make sure that all junior paddlers are correctly classified into the youth division.
- Distribute gift bags for your paddlers, and
- Distribute festival wristbands.

You will need to bring:

- Your Final Roster(s) for each Boat.
- Festival Liability waivers with photocopies of IDs of each crew member listed on the Roster.

Need photocopies of your paddlers IDs? There is a 24 hour Kinko's/Fedex located at 2020 K Street NW, Washington DC 20006.

Pre-Registration: We will not be having pre-registration this year. All registration will be done Saturday morning on-site.

DIVISION/CLASSIFICATIONS/ROSTER

Junior Division: Note that in order to compete in the Junior Division, all paddlers (including drummer) must be

- (a) 12 years of age, or older as of April 1, 2013 and
- (b) 18 years of age or under as of September 1, 2013 and
- (c) Currently enrolled as a public or private middle or high school student.

There is no age restriction for the STEERER of a junior boat.

Paddlers under 12 years of age as of April 1, 2011 are not permitted to paddle in this festival.

Mixed Teams:

1. A team in the mixed division must have on board, every time they race, one of the following combinations:
 - a) 8 or more women, or
 - b) 7 women and 11 men
 - c) 6 women and 10 men.

Open: No gender restrictions.

Women: All female crew, including drummer, and paddlers. Steerer on a women's boat may be either gender.

Gender Determination: The gender of a paddler (for the purposes of determining mixed and women's teams) is determined by the gender listed on the ID that is submitted at registration. Please contact the registration desk if you would like to request an exception to this. You may also request an exception in advance, by contacting us at race@dragonboatdc.com.

Double Rostering: This year, we will be having 12 boats in use (3 rotations of 4 boats), which will make it very difficult, if not physically impossible for a participant to be on two teams, especially if the teams are in the same division. If you are racing in race 17, for example, it will not be physically possible for you to be in races 15, 16, 18, or 19, since these races will be on the water at the same time as race 17. If you are lucky, you *might* be able to race in races 14 or 20, but you shouldn't count on it.

Therefore, we are not allowing a participant to be on more than one team in the same division (i.e., mixed or open). A participant MAY participate in one open team and one mixed team, **to the extent that their races do not conflict with each other**. (i.e., boats in the same race or in the three races immediately before or after another race). No changes will be made to the final race schedule to accommodate double roosting. You are doing so at your own peril.

Hot-Docking: Hot-docking is when a paddler is in one race, and must hop into another boat immediately upon arriving at the dock, in order to be in another race for another team. With our new configuration of 3 rotations of boats, that means that if you are in race 17, you will be hot-docking if you are also in race 14 or 20. If you need to hot-dock, please let the marshalling staff know as early as you can, so we can try to make sure your next boat doesn't get loaded before you get unloaded. We will do our best to accommodate hot-docking requests, but we **cannot** guarantee that you will be in the boat. As we said before, all double-roosting is done at your own peril.

Roster Size:

1. A team may have up to 30 athletes on the roster for the weekend (including the drummer and if applicable, a steersperson). However, a team may have no more than 25 active participants on a single day. Teams will prepare a roster, with no more than 30 people, indicating which day(s) each person will participate (Saturday, Sunday, or Both).
2. On Saturday, during registration, the team will submit their roster, along with documents for all athletes who will be participating during the weekend. The team will be issued 25 wristbands of one color for Saturday, and 25 wristbands of another color for Sunday. Your competitors must wear the Saturday wristbands in order to race on Saturday, and the Sunday wristbands to race on Sunday. All members listed on the roster are entitled to all the paddler benefits (gift bags, raffle, etc).
3. Drummers and steerers (if the team provides their own steerer) are included in the roster.
4. The festival will award 25 medals to a medal-winning team per event. Teams must decide how these medals are to be distributed among their members. This means that the athletes who don't paddle on a given day might not get a medal if the team wins on that day.
5. For each race, a boat shall have a steersperson, a drummer, and at least 16 (but no more than 20) paddlers.

Substitutions: Paddlers who are not on the roster and who have not gone through the sign-up procedure MAY NOT enter the marshalling area and may not board the boats. This is to ensure that all paddlers are “fit to paddle” and have signed the liability waivers, and have had their age checked. With the new rules that now allow thirty paddlers on a team, we don't expect that you will need to add any paddlers after you submit your roster on Saturday. However, should an emergency come up and you have a paddler you need to add to your team, please see the registration desk as soon as possible, with plenty of time before the race. Do not attempt to board a paddler who has not gone through the registration process. **If your team is found with an unrostered paddler in your boat, your boat will be disqualified.**

Spot Checks: We will be performing spot checks of teams at the loading area to ensure that only rostered paddlers are in the boats. As we just mentioned, if your team is found with a paddler who is not on your roster, your boat will be disqualified. All paddlers must be wearing their Festival wristbands (Saturday wristbands on Saturday and Sunday wristbands on Sunday).

SETTING UP CAMP

We encourage you to bring plenty of chairs, water, hats and sunscreen to keep yourself comfortable during this weekend-long event.

Loading and Unloading – Teams may use the Thompson's Boat Center parking lot for immediate loading and unloading of their items. Please follow the instructions of the festival parking lot attendants (wearing orange vests) and do not leave your vehicle unattended. Vehicles must be removed promptly after unloading. **Please DO NOT STOP your car along Rock Creek Parkway to unload.** The Park police can issue you a very expensive ticket, and the National Park Service has threatened to refuse us future permits if people stop along the parkway to unload.

Tents (Pop-ups) – Each team may bring ONE **10 x 10** pop-up canopy. The canopy must not have a floor. (Otherwise the park service considers it to be a tent, which is not allowed.) Small stakes (not larger than 3/8” in

diameter) are allowed in the main athlete's village area. A canopy up to 200 sq ft is allowed if shared between more than one team.

COOLERS: Allowed.
ALCOHOL: Not allowed.
GAS GRILLS, BBQ GRILLS: Not allowed

In the morning, we will set out markers defining the public area, in which spectators will gather and cultural events will be performed. This public area includes the space along the seawall, the common areas around and in front of the tents, and pathways between the finish line and the toilets. Team canopies are not allowed beyond these markers.

Valuables – DO NOT leave valuables unattended or out in the open. The race site is in the middle of a large city, accessible to the public, and a large number of spectators will be present. Boating events in the past in this area have had problems with theft of wallets and personal electronics. We recommend that you do not leave your camp unattended while your paddlers are out warming up or going to and from racing.

MEDICAL

There will be a doctor on duty at all times at the festival. If you need medical assistance, please either go to the main information tent and have the doctor paged or head to the Medical Tent, located right next to the docks.

If you are on the water, flag down any official and let them know that you have a medical emergency on board.

In any emergency, call 911. You are located on National Park Service property on Rock Creek Parkway, across from the Watergate, south of Thompsons Boat Center.

The nearest hospital is George Washington University Hospital. Proceed East on Virginia Avenue one block, turn left on New Hampshire Ave. The hospital is two blocks up on the right. The emergency entrance is on the far side of the hospital.

The most common medical problem that we see during these Spring boating events is exercise-induced asthma attacks. **Any asthmatics that use inhalers MUST carry their inhaler with them during the race.** The pollen counts at this time of year can be high, and the stress of the dragon boat race can be enough to trigger an asthma attack.

FOOD AND WATER

Food – Participants are responsible for arranging their own lunches. National Park Service regulations forbid sales of any type on park service property. No vendors will be present. Georgetown and GWU/Foggy Bottom are within a 10 minute walking distance. There is also a small Safeway and mini-mart/deli in the Watergate.

Water – Participants are asked to bring their own water. There are faucets which you can use to refill water bottles at the Thompson Boat Center.

Trash and Recycling – Trash cans and recycling bins will be available through the Festival Site. Please use these bins. Before the end of each day, please make sure that you thoroughly clean up your tent area.

Recycling Program – This year, we are excited to feature a recycling program which will allow your team to trade in your collected and crushed recyclable waste for a blanket made out of recycled materials!!!

GETTING READY FOR THE RACE

Warming Up - This area is full of wonderful parks, and teams may warm up anywhere they would like. If your race is coming up soon, please don't wander too far from the race site. In the unlikely event that we are running ahead of schedule, your team may be called early. Please don't warm up on the footbridge, as this can impede the flow of traffic in the area.

MARSHALLING: GETTING TO THE BOATS

It is important that you are on time to your event. Boats will be loaded and races will start whether or not all of your paddlers are present.

About 50 minutes prior to the scheduled race time, you will hear an announcement to bring your team to the marshalling area, which is on the South side of the Thompson Boat Center parking lot.

About 40 minutes prior to race time, your team should be lined up in the chutes in the marshalling area, in the order in which you are going to sit in the boat.

About 30 minutes prior to race time, your team will be escorted down to the dock area. There will be a dock master who is in charge of the area and will direct you. When we first started the festival here, we discovered (the hard way!) that the dock will sink underwater if too many people are on the dock at once. Therefore, it is **VERY IMPORTANT** that you follow the instructions of the dock master and do not go down onto the docks until you are called.

When you arrive at the dock area, your team will be directed by a dock master to pick up PFDs (life jackets) and put them on, and you will also be directed to grab a paddle. Please remain in your seating order during this time.

About 20 minutes before race time, your team will be directed by the dock master to proceed down to the docks. Your team will then be directed to your assigned boat and told to load the boat.

Once everyone is seated and ready to paddle, you will be directed to push off from the docks and your boat will pass in front of the spectator stands. Tell your friends to watch for you (and take pictures, if they'd like) about 20 minutes before your scheduled race time. You will proceed downstream along the sea wall towards the Kennedy Center.

About 10 minutes before the scheduled race time, all boats in your race will gather downstream of the start line. When all boats are present and ready to race, the aligner will have you bring your boats up slowly towards the start line and make sure that all the boats are lined up.

EQUIPMENT

All teams may use their own PFDs (life jackets) and Paddles. All Paddles **MUST** meet 202a specifications and all Personal Flotation Devices must be U.S. Coast Guard approved. Inflatable PFDs are not allowed.

We will also provide paddles and PFDs for participants.

Seat Pads (aka "Butt Pads") may be used.

THE START

When the pack of boats reaches the start line, you will hear the command, “Are you ready?” If your team is not ready, the drummer should raise their hand high and immediately get the attention of the start official to state that you are not ready.

Once all teams are ready, you will hear the “ATTENTION!” call and then an air horn will sound. You may start paddling as soon as the air horn sounds.

If you have breakage, or other problem within the first 50 meters, stop paddling, and the race will be restarted.

Once you leave the start area, you will not be able to protest anything about the start.

THE RACE

A few of the rules to note:

- **DRUMMER:** The drummer must beat the drum continuously during the entire race, once the boat has cleared the start area (50 meters into the race).
- **SITTING:** You must race in a seated position. No standing or kneeling.
- **SPORTSMANSHIP:** You are expected to behave in a sportsmanlike way. No foul language is allowed while your team is on the water.
- **INTERFERENCE:** If you leave your lane and interfere with another boat, you may be penalized, even if the problem is with the boat or the steerer.

THE FINISH

We will explain exactly how to tell when you’ve crossed the finish line at the Captains’ meeting on Saturday morning. There will be buoys at the finish line, and you should make sure to paddle all the way through the buoys before stopping. Buoys will drift over time, and may not mark the exact location of the finish line.

PROTESTS

If you have a protest, the drummer should raise their hand at the end of the race and get the attention of the following umpire. If you do not raise your protest while you are on the water, you will lose your right to raise the protest later. The umpire will attempt to resolve the problem there on the water or in the dock area. If the resolution is not acceptable to your team, you have the right to file a protest. The protest is a written statement of the facts (from your point of view), and what you would like to see done about it. The protest does not have to be any certain length. Submit this written protest to the official at the Finish Line Tent **WITHIN 15 MINUTES** of the end of the race. The protest must be accompanied by \$20 cash or a check for \$20 payable to the Chinese Women’s League (CWL). If the protest is found in your favor, the money will be returned to you.

BOAT SWAMPING

In the rare event that your boat swamps, **STAY WITH THE BOAT**. Not to worry, the boat won't sink. There is a fair amount of current in the river and it is difficult to swim to shore. The Race Officials, Metropolitan Police Department, and the Coast Guard Auxiliary will have enough power boats on the water to rescue all the paddlers on one dragon boat, and will retrieve paddlers with their motor boats in short order.

AFTER THE RACE

After the race, leave your paddle and life jacket (unless it belongs to you) at the top of the ramps and return to the main team area. If there is no protest, we will try to post the results of your race as quickly as possible on the results boards near the Information Tent and throughout the festival area. As soon as the results from all of the heats of an event are in, we will try to post the times and lane assignments for your next race.

QUESTIONS AND CONCERNS

All questions and concerns regarding any aspect of the Festival should be directed to the Registration / Information Tent located in the middle of the team area. Unless you are lodging a formal protest, please do not direct questions to the officials in the Finish Line Tent.

INCLEMENT WEATHER

The festival will be run, rain or shine. Come prepared for the weather. The race course will be cleared whenever there is lightning within five miles, or if a severe thunderstorm warning is issued for Washington DC.

If the weather is particularly nasty, and looks to stay that way for a while, we will suspend racing. We encourage you to find a warm dry place to wait out the storm.

THINGS TO DO AND SEE

The race site is right in the middle of some of the best sites that Washington DC has to offer. Here are some things you can do when your racing is over, or for your friends to do when they're not watching you race:

Georgetown: There is a sizable shopping district along M street, famous for its variety of restaurants and clothing stores.

Kennedy Center: There is good viewing of the race from the main level of the Kennedy Center. Be sure to take the elevators up to the Terrace for a breath-taking view of Washington DC, Georgetown, and Virginia.

Roosevelt Island: Directly across the river from the festival is the memorial to Teddy Roosevelt. You can walk there across the Roosevelt Bridge or the Key Bridge, or rent a canoe or kayak at Thompson's Boat Center.

FESTIVAL SITE REGULATIONS

There will be no ball playing inside the Athletes Area to ensure safety of all participants and guests.

National Park Service Regulations are applicable to the Festival Site including:

- NO advertisements of any kind will be allowed on the Festival Site
- NO distribution of any pamphlets/brochures will be allowed on the Festival Site
- NO selling or cash transactions will be allowed on the Festival Site
- NO signs of your own on the Festival Site. The Park Service MIGHT allow banners with the name of your team, as they have in the past. However, if your team name has a company name in it, then the Park Police are legally within their rights to ask you to take it down, as it could be construed as advertising (which is forbidden on National Park Service grounds). We hope that this won't be a problem, but do ask that you comply with all requests made of you by the Park Police.

The Festival Committee will be strictly enforcing these rules. If we see any of the above, we will remove them.

Questions? Email us at race@dragonboatdc.com .