



# VILLE TO VILLE EXTREME

Pre-Event Guidebook

# WELCOME

We are excited to have you join us for the Inaugural Ville to Ville Extreme Relay. The following pages are dedicated to what we consider the most important details as you prepare for race weekend. We will provide a Race Weekend Guidebook for all participants as we get closer to the event online and printed copy for each team. This Guidebook will have details on rules, planning, packing, safety and tips.

## OUR CHARITIES



### **Ville to Ville Foundation**

We are proud that past Ville to Ville events have raised over \$50,000 to support local charities. Our 2021 event will donate over \$12,000 which will help make our race communities better places to live. Please consider a personal donation to these wonderful organizations that offer capacity-building programs or address an urgent need. 2021 Charity Partners include: Childrens Hospital of Greenville, YouthBASE, Alzheimer's Association of SC, Izzie's Pond, A Child's Haven, Smart Start Partnership, The Village Wrench, Speak for Animals, Autism Society of NC, Western NC Nature Center, and the Hendersonville Woman's Club.

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## SECTION A - Introduction to the Ville to Ville Extreme Relay

### 1. Race Overview

The Ville to Ville Extreme Relay focuses on delivering the highest quality one-day running relay experience. All participants are required to read this guidebook and are responsible for knowing the contents.

This guide will provide race details and tips to help you have a great experience. Due to the nature and distance of this event, late changes are possible and all participants are encouraged to utilize our communication system described in Section B to ensure they receive all the latest updates.

**As you read through, it is important to note that participant safety is our number one priority. As you prepare for this fantastic experience, please remember that this is an open roads event and that you need to plan to run accordingly and follow all normal pedestrian rules of the road.**

### 2. Team Captain Role

Every team must designate a captain who will lead and communicate with the team. It is very important that the captain relay important race information and updates from Ville to Ville Headquarters (V2V HQ) to all team members. If for some reason a new captain needs to be assigned, V2V HQ must be notified of the change immediately.

The captain is responsible for making sure all team members have registered online and is also in charge of recruiting a team volunteer (if required) and making sure estimated pace times are accurate, race fees are paid, and the team running order has been assigned. All communication to V2V HQ from the team should go through the captain.

### 3. Runners - Transitions and Rotations

A typical V2V relay team consists of 6 runners, with each runner covering two legs of varying distances and difficulty. Course legs range from 3 to 8 miles. On average, each leg is approximately 6 miles and the two-leg total for 6-person teams is 12 miles. Visit our [Course Info](#) page for more details about each leg.

Teams will collectively cover 70+ miles by rotating runners through 12 total legs. When a runner completes a leg, he/she will pass the team slap bracelet to the next runner and should not continue running directly to the next leg. Each team member should run one leg before any team members run a second leg and it is recommended, but not required to run in the same order for the entire relay. Teams may choose to have runners run more than one leg and continue through the transition after checking in with a transition volunteer.

## SECTION A - Introduction to the Ville to Ville Extreme Relay

### 3. Runners - Transitions and Rotations (continued)

There will be a total of 11 transition areas along the course. These transition areas are the set locations where one runner ends their run and the next runner begins. The transition areas are the same for every team and will be staffed by race volunteers to record the teams' locations on the course. Although 6-member teams are the norm, we welcome team sizes of 3 (Ultra), 4, and 5 members. The recommended legs and total mileage for each team size is below. With the wide range of leg distances, our event can appeal to and be accomplished by the beginning runner to the most advanced track star.

#### **Teams of Three**

Runner #1 - Legs 1, 4, 7 and 10 - Total Miles = 27.2

Runner #2 - Legs 2, 5, 8 and 11 - Total Miles = 24.7

Runner #3 - Legs 3, 6, 9 and 12 - Total Miles = 19.3

#### **Teams of Four**

Runner #1 - Legs 1, 5 and 9 - Total Miles = 22.0

Runner #2 - Legs 2, 6 and 10 - Total Miles = 17.4

Runner #3 - Legs 3, 7 and 11 - Total Miles = 15.2

Runner #4 - Legs 4, 8 and 12 - Total Miles = 16.6

#### **Teams of Five:**

Runner #1 - Legs 1, 6 and 11 - Total Miles = 17.6

Runner #2 - Legs 2, 7 and 12 - Total Miles = 14.9

Runner #3 - Legs 3 and 8 - Total Miles = 10.3

Runner #4 - Legs 4 and 9 - Total Miles = 14.9

Runner #5 - Legs 5 and 10 - Total Miles = 13.5

#### **Teams of Six**

Runner #1 - Legs 1 and 7 - Total Miles = 12.7

Runner #2 - Legs 2 and 8 - Total Miles = 12.4

Runner #3 - Legs 3 and 9 - Total Miles = 12.2

Runner #4 - Legs 4 and 10 - Total Miles = 14.5

Runner #5 - Legs 5 and 11 - Total Miles = 12.3

Runner #6 - Legs 6 and 12 - Total Miles = 7.1

## SECTION A - Introduction to the Ville to Ville Extreme Relay

### 4. Vehicles

Due to the race course traveling 70+ miles, teams are largely self-supporting during the event. Your team will provide its own food, water, sports drinks, and first aid items. While the primary function of your vehicle is transportation, it is also your home base during race day and should be stocked appropriately. Look in Section G for our recommended checklist for each vehicle.

**Teams are limited to just one vehicle on the route.**

Appropriate team van signage (provided by V2V at check-in) will be required for vehicles to enter each transition area. It is recommended that teams use vans, mini-vans, or large SUV's during race day. **For safety reasons, RV's, mini-buses, trailers, and limos are prohibited.** All passengers must have access to a seat belt.

Once the hand-off is made between your runners at a transition, your vehicle needs to leave the designated transition parking area in 10 minutes or less and start heading towards the next transition area. This will allow the next runner to prepare, warm-up, and be ready for his/her leg.

Vehicles should never stop or try to interact with runners on the course unless there is an injury or a runner is off course. Vehicles are required to take the designated driving path on the course. Details of each driving path can be found in our Race Day Guide and Google maps can be [downloaded here](#).

### 5. Drivers

While teams are not required to have a designated team driver, it is something to consider, as it allows all runners to rest and gives the driving responsibilities to a non-runner. All participants will have the option to purchase a race t-shirt and commemorative glass for their driver through our online registration platform for \$25 before July 25, 2021. *\*Log in to your registration, click manage registration and then "Add Ons" to purchase the driver package.* Teams that do not have a designated team driver should plan to share the driving responsibilities during the relay.

The vehicle driver should know each route, ensure the team's safety, and help serve as a protector of all runners on the course. For the safety of runners and for optimal traffic flow, drivers should be aware of and [download](#) of the designated driving path and follow that path despite what GPS directions may suggest. Drinking alcohol, speeding, and reckless driving will not be tolerated and will result in team disqualification.

## SECTION B - Before the Race

### 1. Captain Checklist

- ◇ Recruit your team! Six person teams are ideal and recommended. The course does have significant elevation gain and loss.
- ◇ Pay the balance due for your team before the deadline on June 25, 2021.
- ◇ Have all team members join your team online before the deadline on July 25, 2021.
- ◇ Have a pre-race meeting at a local brewery with your team. Tag us in your team photo!
- ◇ Review the race course with your team.
- ◇ Find a vehicle to use during the race.
- ◇ Reserve start and finish line hotels.
- ◇ Plan for team contests and create team shirts.
- ◇ Ensure you have the required [visibility gear](#) for legs in the dark.
- ◇ Gather adequate food, drinks, and first aid supplies.
- ◇ Review the 2021 Pre-Race Guidebook.
- ◇ Have a fun, memory-filled Ville to Ville Extreme Relay!

### 2. Age Requirement

All team members must be 21 years or older to participate. No exceptions.

### 3. Team Roster - Changes and Deadlines

After registration, each captain will receive a link to an online Team Member Registration specific for your team. Captains can share this link and the team password created during Captain registration with team members so they can individually provide their personal information needed by V2V HQ.

A portion of the Team Member Registration will be locked for editing on July 25, 2021. The locked areas will be team name and team pace. You will be able to edit team member info, add/remove teammates, and change categories until race day, however, any changes after September 11th will carry a \$25 fee. Unless there are significant pace alterations, any changes made after July 26th will not change your team's starting time. Shirt sizes will be guaranteed for those registering by August 31st. Those needing a shirt size change can visit the t-shirt exchange at packet pickup or the finish line.

## SECTION B - Before the Race

### 4. Time Predictions

We ask that each participant give us a 10K race pace prediction (in minutes/mile) when registering. The captain should then use these individual predictions to estimate the total team pace through the online registration system. You can also download our [Overall Pace Projection worksheet](#) that will help provide an accurate estimate. We need these predictions to be as accurate as possible so teams can be assigned appropriate starting times. Accurate times also allow us to have adequate spacing between teams and vehicles on the race course. The slowest team pace allowed is 10 minutes and 45 seconds per mile on average for the entire relay. Team time predictions are due by July 25, 2021.

Teams should not stray more than 30 seconds per mile from their estimated total team time. Teams with inaccurate pace predictions may be asked by race officials to either wait at a transition area before the next runner can start or they may be forced to skip one or more legs of the course. **This is one of the most important pieces of information we get from our teams, so please be as accurate as possible.**

### 5. Team Spirit

We've got spirit, yes we do, we've got spirit, how about you? The Ville to Ville Extreme Relay is the perfect opportunity to have a great time with your friends. Deck out your vehicle, wear crazy costumes, invest in a team shirt, and be creative! There will be prizes. Our 2021 theme will be **OKTOBERFEST!!** Come dressed in your best lederhosen and dirndls and don't forget to calorie load with a few bratwursts before your legs of the relay. Enjoy traditional Oktoberfest music at Southern Appalachian Brewery mid-course and make sure your van represents the Germans' love affair with beer. Make sure the locals see you coming from miles away as you concur the inaugural Ville to Ville Extreme!

Our desire is that you have fun on the course, but please do so responsibly. We are running through local communities that have embraced our relay with support and volunteers. V2V HQ has the right to ban or prohibit offensive team material.

### 6. Training

While running 70+ miles solo sounds overwhelming, the beauty of our relay is that it is for every runner out there. With 6-member teams, each participant has roughly 12 miles on to complete during the day. Of course you have to be prepared, and we suggest you complete at least a couple of training days with double runs. Running on tired legs 24 hours later is a lot different than running a second time during the same day, especially in warmer temperatures. For 6-member teams, our advice is to train as though you are going to run a 15K. Prep for that and you will have an easy day. We do have two different 12-week training plans on our [website](#) if you want some suggestions.

## SECTION B - Before the Race

### 7. Preparing to Run the Course

Unlike your typical road race, team relay courses are not closed to traffic. You will share the road and greenways with cyclists, pedestrians, and most importantly, vehicles. We have worked hard to keep our runners on less-traveled roads, but everyone should be prepared to run safely, with traffic in mind. Treat your runs on the V2V course as you would if you went out your front door for a run on the road.

All runners should follow the rules of the road and normal pedestrian traffic laws while they are running. Unless otherwise noted, runners should run against oncoming traffic.

All teams and individuals are ultimately responsible for staying on course. The route will be marked with directional signs and volunteers will assist you, but it is important to remember that it is your responsibility to stay on course. For that reason, take plenty of time before the event to study your individual legs.

Detailed leg maps and directions are available [online](#) and in our Race Weekend Guidebook. Some legs are simple and some have a number of twists and turns. If you get lost easily, we recommend you print, laminate, and carry the map and directions with you on the course. You can also download the [maps](#) to your phone to carry with you and use [RaceJoy](#) - our runner tracking app.

### 8. Preparing to Drive the Course

We strongly suggest that teams drive the course in advance, if possible. If not possible, we recommend that drivers for each leg study the driving directions [online](#) and know the route before taking the wheel on race day. Remember, follow the [driving directions map](#), NOT your GPS.

Vehicles will move quickly from one transition area to the next; therefore there is not much time for getting lost. There is nothing more frustrating for a runner than finishing his/her leg and having to wait on the team vehicle to arrive.

### 9. Lodging and Van Rental

September is a busy time of year in Asheville and Greenville, so we advise booking your hotel rooms as soon as possible. If you have an early start time in the race, you may want to book a room in Greenville on Friday and Asheville on Saturday. If your start time is a bit later, it may be best to plan your whole stay in Asheville. We highly recommend that all teams have at least a mini-van or large SUV for transportation. Most of the day, you will have five sweaty people in the vehicle. Make sure you have space. To see special rates and links for lodging and van rental, please visit our [website](#).

## SECTION B - Before the Race

### 10.Communication

We will use the following methods to send important pre-race, race day, and post-race information. Each team must have at least two team members sign up for one of these services.

- ◇ Important race day alerts:
  - ◇ Participants will receive a text message through our registration platform.
  - ◇ Participants using the [RaceJoy](#) app will receive a notification message.
  - ◇ All participants will be emailed.
  - ◇ We will post the information on our [Facebook](#) page.

We understand getting in touch with race directors on race day may be critical. If you have a race-related question or emergency, please contact us via text at 803.728.4553 or email us at [hq@villevillereelay.com](mailto:hq@villevillereelay.com).

**For REAL emergencies (medical or law enforcement), please call 911.**

If we need to reach your team on race day, we will call! We also recommend that all team members have the cell phone number of all other team members. And while we are not big fans of running with a phone, we do recommend that all runners carry their phone with them while on the course - for safety, RaceJoy GPS tracking, and communication reasons.

### 11.Packet Pick-Up and Welcome Reception

Only captains are required to come to packet pick-up but we recommend the whole team come and enjoy the Welcome Reception. Each team captain will get the team race packet which will contain all race shirts, bibs, SWAG, and other cool items.

#### **Packet Pick-Up details:**

Friday, September 25 - 4:00-8:00pm - SpringHill Suites & Residence Inn Greenville Downtown, 200 East Washington Street, Greenville, SC 29601.

There will be a runners' welcome party at packet pick-up. Plan to stay, meet other runners, and enjoy the party! Visit our social media sites for more information.

If you are unable to attend the Friday welcome reception, you can pick up your packet on Saturday morning at the starting line. Please allow extra time (30 minutes before your start) if you are checking in on Saturday morning.

## SECTION B - Before the Race

### 12. Volunteer Requirement

If anyone on your race team lives within 100 miles of Asheville, NC, or Greenville, SC, you are required to provide one race-day volunteer. Don't feel like providing a volunteer? Just pay the \$100 volunteer fee and we will work with one of our local non-profits to provide a volunteer...and the non-profit benefits! Volunteers can sign up online beginning July 2021. Have more than one volunteer? Just [email](#) us.

### 13. Weather and Inclement Weather Policies

Average late-September temperatures in Greenville and Asheville range from a low of 54 degrees to a high of 75 degrees. Cooler temperatures can be expected at the higher elevation in Asheville. Average rainfall for the entire month of April is about 3.7 inches. However, if it does rain in the fall, it is usually not a significant amount.

The relay will occur under a wide range of weather conditions and in general will not be canceled due to weather. However, severe weather may result in a delayed, altered, or canceled event. Such weather conditions may include, but are not limited to, electrical storms, snow, ice, hail, lightning, wind, tornado, flooding, and extreme cold or heat. Any event delays, alterations, or cancellations will be communicated to the captain/team through our text communication system, RaceJoy, social media, and email.

If lightning occurs during the race, please follow our [Lightning Procedure](#) document to assist each runner and team in maintaining their safety. The on-course lightning suggested procedure is a team-implemented and self-regulated procedure designed to keep runners and volunteer safe, while also keeping the race moving as the lightning subsides. If your team experiences a lightning or any other delay on the race course, please complete our [Timing Adjustment Form](#) and adjusted results will be calculated.

### 14. Charities

The Ville to Ville Foundation was created to make a difference in our communities. In 2021, the Ville to Ville Foundation is partnering with eleven different local non-profits. We plan to help raise over \$12,000 to support these wonderful organizations.

### 15. Refund Policy

All entry fees are non-refundable and non-transferable. This is a typical policy for this type of event since a limited number of teams can participate. Captains can transfer their team to another captain. You will not receive a refund if you are unable to participate for any reason, nor can your fee be transferred to another team, another event, or applied to the next year. Sorry, no exceptions.

## SECTION C - Team Type, Divisions and Contests

### 1. Number of team members

Team sizes of three (Ultra), four, five, and six are allowed. Please review Section A for legs and mileage for each runner. For awards and prizes, teams of 4-6 will be grouped together.

### 2. Divisions and Awards

All teams must compete in one of the following divisions and divisions will be chosen by the Captain within our registration platform.

- ◇ Ultra Female - Three runners, all female
- ◇ Ultra Male - Three runners, one to three males
- ◇ Open Co-Ed - Minimum of two females
- ◇ Open Male - All male team or all males plus one female
- ◇ Open Female - All female
- ◇ Masters Co-Ed - Minimum of two females, all team members age 40+
- ◇ Masters Male - All male team or all males plus one female, all team members age 40+
- ◇ Master Female - All female, all team members age 40+

Awards will be given to the top three fastest teams in each division unless there are five or fewer teams in a division. If there are five or fewer division teams, only the top team will win an award. Awards will be announced at the finish line celebration between 6:30 pm and 7:30 pm.

### 3. Contests

All contest winners will be announced at the finish line celebration at approximately 7pm. Prizes will be available to be picked up at the information tent after the announcement.

- ◇ Best Team Costume - Wear it all day long and the more outrageous, the better!
- ◇ Best Team Name - Be creative, but make your momma proud.
- ◇ Best Instagram Team - The team that highlights their V2V journey creatively on Instagram will win. If your team doesn't have its own social media account, then it should. #villetoville
- ◇ V2V Team of the Year - Fun teams create a fun environment for all. This team will do it all by showing your team spirit along the entire course, wearing creative costumes and letting everyone feel the love on Instagram. This is the contest you want to win.

## SECTION D - Rules and Safety

### 1. Rules and Safety for Runners

- ◇ Running Order - It is recommended that team members run in a fixed order and will be considered fixed once a runner begins his/her first leg. You can decide your running order at any time and it does not need to be communicated to the race directors.
- ◇ Running in the Dark - Any runner starting a leg at before 7:30am or after 7:00pm will be required to wear visibility gear (see requirements below). Also, there may be certain legs on the course where runners may be required to wear visibility gear based on weather conditions and will be instructed at each transition area if it is required.
- ◇ Required Visibility Gear - **All teams must have at least two reflective vests, two headlamps, and two blinking LED taillights.** These items will have to be shown to the safety volunteers at the starting line check-in for a team to start the relay. Shirts with reflective gear will not qualify as a reflective vest. Here are links to acceptable items:  
[Safety Vest](#) | [Headlamp](#) | [Blinking LED Light](#)
- ◇ Official Race Bibs - All runners are required to wear the issued race bib so they are visible from the front when running.
- ◇ Personal Devices and Headphones - The use of personal music devices with headphones or earbuds is prohibited. Again, this is an open roads event and runners will pass vehicles, other runners, and cross intersections. Runners must be alert and aware of their surroundings at all times. It is recommended that runners carry a cell phone while running in case there is an emergency. We also recommend that runners utilize RaceJoy, our GPS runner tracking system detailed in [Section E](#).
- ◇ Injuries and Substitutions - If for any reason a runner cannot continue or complete a leg due to injury or sickness, and the team decides to continue the relay, then another runner (already on the team) may finish that leg. The remaining team members may split the remaining legs assigned to the injured/sick team member. However, only one runner is allowed per remaining legs. Teams will be able to skip legs if necessary after communicating with V2V HQ.
- ◇ Transition Exchange - Each team will have a slap bracelet that must be passed from one runner to the next in the designated Transition Zone at each transition area. A half-way point timing mat will be located at the end of Leg #6 and updates will be sent to teams via text and email if you opted in to receive those notifications.

## SECTION D - Rules and Safety

### 1. Rules and Safety for Runners (continued)

- ◇ Signage and Direction- Runners should follow all relay directional signage and know running routes prior to the event. We recommend carrying water, a cell phone, and a map of your leg while running. Runners should run against traffic on all roads unless instructed otherwise.
- ◇ Going off Course - Runners who make a wrong turn must return to the course where they left it and continue on the correct route. Runners may use transportation to return to the correct route as long as they complete the entire leg without vehicular assistance.
- ◇ Traffic Laws - Unless a law enforcement official directs you otherwise, all runners must obey pedestrian traffic laws on the course. Runners are required to stop at red traffic signals and wait until a green signal or walk sign has appeared.
- ◇ Railroad Tracks - Runners will cross a few railroad tracks along the course. Although the railroad companies are aware of our relay, runners should not attempt to cross a track with a train in the crossing area. If runners do have to wait for a train, simply note the total wait time and complete the [Timing Adjustment Form](#) after the event.
- ◇ Getting Ahead - Teams that are too far ahead of their estimated pace when arriving at transition areas, will be required to wait at the transition before their next runner can start. Team pace estimates are critical in determining your starting time and also the time for volunteers, support, and course coverage at each transition area. If your team is held, we will subtract the hold time from your final time, but you will receive a 30 minute penalty and will not be eligible for any awards. Transition area arrival requirements are located in the Race Weekend Guidebook.
- ◇ Getting Behind and Skipping Stages - Teams that are behind their estimated pace may be required to skip the next leg (and possibly more legs) in order to meet the appropriate time window for each transition area and the finish line. Team Captains will be notified by V2V HQ or by the lead volunteer at the transition area if this adjustment is necessary. If teams feel that they may need to skip a leg, then they may contact V2V HQ. Transition area arrival requirements are located in the Race Weekend Guidebook.
- ◇ Finishing as a Team - There is no better joy for a team than for everyone to finish together. Teams can meet their final runner in the team gathering area at Highland Brewing Company just before the finish line. Celebrate the finish together, then go grab a craft brew and enjoy the accomplishment of running 70+ miles together!

## SECTION D - Rules and Safety

### 2. Rules and Safety for Drivers and Vehicles

- ◇ Safety First - A significant portion of the race course is on open roads. Always be careful and watch for runners, volunteers, and other pedestrians on the race course.
- ◇ Laws - Team vehicles must obey all speed limits, traffic signs, and all traffic laws.
- ◇ Runner Support - Vehicles should not slow down and interact with runners on the course unless there is an injury or a runner has made a wrong turn. There will be no stopping at any point on the course on leg 5 due to permit restrictions.
- ◇ Driving Directions - Vehicles are required to use the driving directions provided [online](#) or by using our [Google map directions](#). Vehicles are not allowed to drive on the race course unless indicated in the directions. The driving directions are designed to eliminate as much vehicle overlap with runners as possible.
- ◇ Vehicles Allowed - **Teams may use only one registered vehicle.** It is recommended that teams use vans, mini-vans, or large SUV's on race day. For safety reasons, RV's, mini-buses, trailers and limos are prohibited. All passengers must have access to a seat belt.
- ◇ Vehicle ID Tags - All race vehicles will be issued one ID tag. The tag should hang from the rearview mirror for the entire relay and will be required for vehicles to enter parking lots at each transition area and at the finish line.
- ◇ Parking and Runner Drop Off - At the transition area, team vehicles must park in the designated areas and follow volunteer instructions. Vehicles may not stop to discharge runners prior to parking at the official parking lot in each transition area unless directed to by volunteers.
- ◇ Respect our Communities - The success of this relay depends on the relationships built with the local residents and communities in which we run. Please be respectful of the communities and neighborhoods as you run. Do not park on private property, urinate in public, litter, or block driveways or business access. In addition, please do not flash lights, honk horns, or play loud music, especially in the early morning hours.

## SECTION D - Rules and Safety

### 3. Rules for Everyone

- ◇ Alcohol Consumption - Consumption of alcohol on the race course is prohibited. No other substances that could impair driving or good decision making should be taken or consumed during the race. Having open alcohol containers in vehicles is against the law. Any team drinking in their vehicle will be disqualified and the police will be notified. We need safe and sober participants throughout the relay. Save your drinks until you have finished all of the legs of your race.
- ◇ No Littering - **This is a pack in/pack out event.** Trash and recycling collection will not be provided on the course and is the responsibility of each team. Each team will be given a trash bag to collect trash. Some transition areas will have trash cans available and there will be trash and recycling containers at the finish line celebration. Please take care of the communities and roads that we are traveling by disposing of your trash appropriately.
- ◇ Restrooms - Portable toilets will be located at each transition area and at the start and finish lines. There will be designated runner on-deck toilets available at each transition. Participants should only use the restrooms provided. Public urination or other public relief is prohibited.

### 4. Emergency and First Aid Information

- ◇ Emergency Procedures - In the event of a serious emergency, please dial 911 first. Afterwards, please contact V2V HQ at 803.728.4553 in the event of any serious injury. Each vehicle should have a basic first aid kit. First aid kits will also be available at each transition area and the finish line.
- ◇ Medical Personnel - There will be limited on-course medical personnel during the race. There will be on-site EMS staff at the finish line. Here is a list of emergency medical facilities near the race course if needed:
  - St. Francis Downtown, 1 St. Francis Dr, Greenville, SC 29601
  - Greenville Memorial, 701 Grove Rd, Greenville, SC 29605
  - North Greenville Hospital, 807 N Main St, Travelers Rest, SC 29690
  - Park Ridge Health, 100 Hospital Dr, Hendersonville, NC 28792
  - Pardee Hospital, 800 N Justice St, Hendersonville, NC 28791
  - Mission Hospital, 509 Biltmore Ave, Asheville, NC 28801

### 5. Rules Enforcement

- ◇ The rules are in effect to ensure safety and fair play. They are simple and firm and not open to appeal or negotiation. Penalties include warnings, time penalties, removal from the course, and disqualification. All relay officials have the discretion to impose any or all stated penalties.

## SECTION D - Rules and Safety

### 6. Penalties and Disqualification (continued)

- ◇ Safety Equipment - Failure to wear required safety equipment during hours of darkness will result in immediate removal from the course.
- ◇ Vehicle ID Tags and Bibs - Failure to display your vehicle ID tag and/or wear your race bib while running will result in 1) Verbal Warning; 2) 30 minute time penalty; 3) team disqualification.
- ◇ Runner Transition - All transitions between team runners must take place in the designated transition zone unless there is an on-course injury. A one hour penalty will result for failure to transition in the proper area.
- ◇ Transition Zone - Only the runner finishing a leg and the runner that is about to begin a leg will be allowed in a transition zone. All other participants must stand clear. Penalties are: 1) Warning; 2) 30 minute time penalty; 3) team disqualification.
- ◇ Running on the wrong side of the road - unless specifically instructed on the course map, signage or by race officials, volunteers, or law enforcement officers. Penalties are: 1) Warning; 2) 30 minute time penalty; 3) team disqualification.
- ◇ Headphones or Earbuds - The use of personal music devices with headphones or earbuds is prohibited. Any sound amplification device should be worn lower than the shoulders on an active runner. Penalties are: 1) 60 minute time penalty; 2) team disqualification.
- ◇ Incorrect Pace Estimates - Teams that are too far ahead of their pace estimate and arrive before the opening of transition area will be required to hold at the transition area until an appropriate re-start time is determined by V2V HQ. If your team is held, we will subtract the hold time from your final time, but you will receive a 30 minute penalty and will not be eligible for any awards.
- ◇ Van Violations - Drivers must follow the provided driving directions. They also should follow all instructions from race officials and volunteers along the course. Penalties are: 1) Warning; 2) 30 minute time penalty; 3) team disqualification.
- ◇ Respect - Relay officials and volunteers have been charged to uphold the rules and ensure participant safety during the relay. Please extend courtesy to these individuals. Failure to do so may result in team disqualification.
- ◇ Reporting Rule Violations - Individual runners may report rule violations to V2V HQ by texting 803.728.4553, or by emailing [hq@villevillrelay.com](mailto:hq@villevillrelay.com).

## SECTION E - Running the Relay

1. Starting Times - Each team captain will receive his/her team's starting time by email approximately 3-4 weeks prior to race day. Times will also be posted on the Ville to Ville website by start time, team name, and team ID#. Starting times are assigned based on the average team pace submitted by the team captain and are randomized to make sure the transition parking lots are manageable for all teams. Teams will not be seeded slowest to fastest, but slower teams as a general rule will start earlier on race morning. All teams are projected to finish between 3:00pm and 8:00pm.
2. Van Signage and Bib Numbers - Your vehicle ID hangtag should be visible in the review mirror of the vehicle prior to the team's start time and it must remain in place throughout the entire event. Bib numbers must be worn when runners are actively running and by those runners that are waiting in the transition zone to run.
3. Transition Areas for Runners - There will be a total of 11 transition areas along the course. Portable restrooms will be available at all transitions. Transition areas can be busy and congested and runners must follow the directions of race officials and volunteers. Runners should be alert to higher traffic and vehicles pulling in and out of transition areas. Only incoming and outgoing runners will be allowed in the physical transition zone. Race officials will assist and alert the outgoing runner when it is time to enter the transition zone and receive the hand off from the incoming runner. Non-active runners are not allowed in the transition zone.
4. Transition Areas for Drivers and Vehicles - At most transition areas, race vehicles will park beyond or adjacent to the transition area. In some instances, vehicles will park shortly before arriving at the transition area. In any and all cases, drivers should be especially careful and alert when pulling in, parking, and exiting a transition area parking lot. Vehicles must follow all directions from volunteers and race officials when parking.
5. Projections versus Reality - Team pace projections are critical in helping the race organizers plan for a successful race. We recommend that all team members complete a 10K race and submit that pace time since most of our legs are a similar distance to a 10K. We do recognize that paces fluctuate based on the course, hills, weather, etc., so we will give all teams a plus/minus margin of error of 35 minutes (equals 30 seconds per mile) over the total course. Teams that are too far ahead of their pace may be required to hold at a transition. In addition, teams that are behind their projected pace may be asked to skip at least one leg. Your best bet is to submit accurate times and you will not have to worry with these timeframes or penalties.

## SECTION E - Running the Relay (continued)

6. Timing - Teams' official times will begin when their starting wave is released from the starting line. Teams that start late (due to the fault of the team) will still have the start time initially assigned to them. Timing officials will record the team's time at Transition #6, #11, and at the finish line. Teams that have an unforeseen delay, such as lightning or waiting on a train, should use the [Timing Adjustment Form](#) to submit delay information.
7. GPS Tracking - We are pleased to announce that all teams can utilize GPS tracking of their runner using the [RaceJoy](#) app via your smartphone. Runners utilizing this system must carry a smartphone with them during their run. While an added benefit to track your runner, utilizing the GPS system is not required; however, we highly encourage all participants to utilize this service. Specific information will be sent to all participants prior to the relay start regarding GPS instructions.
8. Running in the Dark - For the most part, runners will only run in the dark for the first one or two legs of the relay. Sunrise in Greenville is close to 7:20am, so some teams will start in daylight. With sunset in Asheville around 7:20pm, most teams should finish before the sun sets. Fortunately teams will start in groups of 20-40 runners, so most runners will not be alone in the dark. There could be a point though, when a runner is alone and it is dark. In this case, please be careful and wear all required safety gear. Also, review all course maps, and if possible, drive, bike, or run the route in advance of race day.
9. Staying on the Course - Quite simply, the best way to stay on the race course is to drive, bike, or run your route before the event. There will be directional signs and course markings, but those can be missed. Be familiar with the course and you will have no issues. For those directionally-challenged, we recommend carrying a cell phone and a printed map of your leg.
10. Vehicle Support - Your vehicle is your support system. It serves as your locker room, nap area, cafeteria, stretching area, etc. Your vehicle will be in constant motion from one transition area to the next with rotating passengers between 8 and 13 hours during race day. Be prepared for your fun adventure with plenty of food, clothing, coolers, etc. Local Gas Stations near course:
  - Starting Line: QT, 100 Rutherford St, Greenville, SC (open 24 hours)
  - Leg 1: Gulf, 11 Frontage Rd, Travelers Rest, SC 29690 (opens at 6am)
  - Leg 2: Ingles, 1500 Geer Hwy, Travelers Rest, SC 29690
  - Leg 3: Sunoco, 3209 Geer Hwy, Travelers Rest, SC 29690
  - Leg 6: Marathon, 94 Green River Rd, Zirconia, NC 28790
  - Leg 7: Shell, 800 Spartanburg Hwy, Hendersonville, NC 28792
  - Leg 9: Corner Pantry, 1772 Howard Gap Rd, Hendersonville, NC 28792
  - Leg 12/Finish Line: Shell, 605 Swannanoa River Rd, Asheville, NC 28805

## SECTION E - Running the Relay (continued)

11. Hydration - As a reminder, your team should plan to carry all the necessary water and sports drinks for your team in your vehicles on race day. There will not be water stops on the course like there are in traditional road races. Here are a few tips:

- Carry a hand-held water bottle or hydration pack if you will need water while running (especially on longer legs).

- Have a 5-gallon water cooler or a few one-gallon water jugs in your team vehicle to refill individual water bottles.

- Plan to refill your water cooler and bottles if necessary at Transition #6 (Tuxedo Park).

- Check out the [list](#) of local convenience stores that are on or near the race course if you need to make a hydration refill stop.

12. Food - While your vehicle should be stocked with snacks, there are a few food options that are on or close to the race course and driving route. Below are food and drink options that will be on the course on race day.

Starting Line - Due South Coffee Roasters

Near Transition #1 - Tandem Creperie (opens 7am) , Upcountry Provisions (opens 7:30am)

Near Transition #2 - Spinx (Chicken Biscuits)

Between Transition #5 & #6 - Mike's Chuckwagon

Transition #8 - Oktoberfest Party - Haus Heidelberg & Baking Brezel Bus

Between Transition #9 & #10 - Taco Truck in Fletcher

There will be multiple food trucks at the finish line celebration.

### **REMINDER!**

***Runners should carry any water they need while running!  
There are no water stops or aid stations on the course.***

The Race Course, Maps, and Transition Area details will be provided in our Race Weekend Guidebook and online on our [Course Info](#) page.

## SECTION F - Individual Runner Tips

1. Be Prepared - Know your route. Be your driver's co-pilot prior to your leg and do a final review of your leg/route. Be familiar with the time of day you will be running, the distance, elevation, turns, and any special instructions for the leg. Run defensively. The course is open to regular traffic. It is the responsibility of individual runners to know the course and their legs.
2. Warm Up/Cool Down - If you decide to warm up, this will occur in a transition area. Depending on your individual needs, best practice dictates you arrive near the transition area with adequate time for your warm up. Cooling down is also an issue of individual preference dictated by the distance between each leg. Once you complete your leg, continue on the route to cool down as your van moves ahead to meet you at a predetermined spot or time. Note that some legs have alternative routes for the vans, and that the cool down may have to follow that alternative route.
3. Energy and Hydration - Make sure you stick with foods and drinks with which you are familiar (water, sport drinks, energy bars, and fruits.) These should be in the vehicle and easily accessible. Availability of food and drink will vary depending on time of day and the area you are in, so supply your vans with food and drink adequate to support all members of the vehicle for the duration of the race. **There will be no hydration stops on the course while you are running, so be prepared and bring a hand-held water bottle or hydration system with you as you run.**
4. What to do when not running - Use your time well, it is a long day. Finish your leg, cool down, stretch, hydrate, eliminate, and get in some calories. Hit the wash cloth, soap, and water. Get into some dry, comfortable clothes and do your initial prep for the next leg (swap out race number to new/dry jersey/singlet and review your next route). Rest and relax. Take photos. Also, don't forget to cheer on runners and thank the volunteers and law enforcement officials on the course!
5. Clothing and Shoes - We recommend everyone have two pairs of shoes in case mother nature gives us a little rain or if you have sweaty feet. As for clothes, there may not be enough time between legs for jerseys/singlets, shorts, socks, bras, and briefs to dry...so have some extras. Consider bringing long and short sleeve tops, shorts and tights, cotton sweats for the down time, a hat, beach towel and a wash cloth.

## SECTION G - Checklists

### 1. Master List

- ◇ Invite all teammates to join your team [online](#) by July 25
- ◇ Recruit runners and alternates (we recommend at least one backup - they can be your driver if not needed)
- ◇ Provide accurate team pace on your [registration](#) by July 25
- ◇ Be creative with your team name
- ◇ Setup email and text communication system for your team
- ◇ Assign legs to individuals
- ◇ Train to run the relay
- ◇ Secure a team vehicle
- ◇ Secure required safety equipment
- ◇ Make lodging reservations
- ◇ Make travel arrangements
- ◇ Create a team budget and share with team
- ◇ Get team uniforms or t-shirts (not required, but really cool)
- ◇ Share team roster and contact information for team
- ◇ Check relay website and social media regularly for new information
- ◇ Communicate regularly with team

### 2. Individual List - remember that space is limited in your vehicle

- ◇ Required safety equipment (headlamp, reflective vest, blinking LED)
- ◇ Shoes - two pair for running, flip flops/sandals for downtime
- ◇ Clothes - two outfits to run in, clothes for post race, costumes
- ◇ Hygiene - towel, wash cloth, baby wipes, soap, toothbrush, deodorant
- ◇ Personal - watch, medication, glasses, contacts, etc.
- ◇ Food/Hydration- what you will need on race day and while you run
- ◇ Copy of course maps for your legs
- ◇ Cell phone with charging cable or portable charger
- ◇ Camping Chair or Blanket for Finish Line Party
- ◇ Positive attitude!

## SECTION G - Checklists

### 3. Team List

- ◇ Two reflective vests, two headlamps, two flashing LED lights
- ◇ Clipboard or binder and pencil/pen
- ◇ First aid kit with supplies for blisters
- ◇ Download course maps to your phone
- ◇ Download Vehicle Driving Directions to your phone
- ◇ Download the Racejoy app to your phone
- ◇ Review Guidebook (a printed copy will be given to the captain at check-in)
- ◇ Trash bags for trash/recycling - we will provide one trash bag to each team
- ◇ Umbrella
- ◇ Toilet paper
- ◇ Tape (it always comes in handy)
- ◇ Cooler with water/hydration beverages and/or 5-gallon water cooler
- ◇ Snacks
- ◇ Gallon size zip-lock bags - for wet clothes
- ◇ Extra safety pins for race bibs
- ◇ Vehicle registration and insurance documents
- ◇ List of emergency contact names and phone numbers of all runners
- ◇ Medical information for all runners
- ◇ Air freshener
- ◇ Washable window markers
- ◇ Blankets
- ◇ Chairs/Hammocks