

Fun Run / Walk Guidelines

If your event involves a run/walk:

- A fun run/walk is typically an event that anybody can take part in, usually raising money for charity or for a good cause for raising awareness. For events where there will be RIT external participants, the organization will need to refer to the C26.0 Protection of Minors on Campus policy.
- You are required to use the RIT Approved run/walk routes. These routes are listed below, along with maps.

Your event will be reviewed and one of the following 3 route options will be determined:

Route A: (5K/3.1 miles)

- Requires more than 150 attendees
- Public Safety will be present
- Road closure along the route

Route B: More information coming soon

Route C: More information coming soon

Due to the amount of resources required and the campus road closures necessary, you must meet the following criteria to host a Fun Run/Walk using route A.

- Your event is registered a minimum of 6 weeks in advance of your proposed event date.
- A minimum of 151 participants must be pre-registered for your event. Student organizations must use an approved university form/website (i.e. CampusGroups, IdealLogic, etc.).
- If participation is under 150 people, a determination will be made to move your event to routes B or C by university officials.
- A pre-registration option is required. 2 weeks prior to your event, an updated PDF of your participants list must be sent to studentevents@rit.edu in order for university officials to make a determination of the route that will be used.
- The participation
- The participation registration list must have: first and last name, numbered bibs/tags, phone number that coincide with your participant registration list.
- All participants must be accounted for upon crossing the finish line using bib numbers and the registration list that will aid in tracking who has returned and who has not. Public Safety must be notified immediately if a participant does not return from the course and cross the finish line.
- Your event MUST fall on a Saturday or a Sunday. No exceptions will be made.
- A designated parking lot for participants will be determined based on the route option of the event.

- Registration MUST begin at 9am, followed by your race/walk start time of 10am.
- Confirmation of your event will be contingent upon other events that occur during your allotted event time.
- Your event must have trash receptacles with clear plastic bags requested through FMS.
- If your event has amplified music, it must be approved through the event registration process and in a designated area determined by university officials.
- Question about required water stations?
- Please note that RIT will allow only one 5K event per weekend.

Requirements

You are required to:

- Staff volunteers along the route at key intersections
- Meet with Public Safety AT LEAST 4 weeks prior to your event date to discuss specific safety details for your event.
- **You will be required to call Public Safety immediately before the start of your race.** This is required so Public Safety can shut down the necessary roads on campus, to ensure the safety and success of your event
- RIT Ambulance is required to be present at the event for Route A.