



TEAM CAPTAIN'S PACKAGE #1

Thank you so much for supporting **HandsOn Texarkana** by registering a Dragon Boat Team in the Texarkana Dragon Boat Festival. This packet will provide you with essential information and deadlines as we approach the festival.

Please be sure to pass forward this information to your team members and comply with all deadlines.

You can secure additional information concerning the festival at the event website:

www.texarkanadragonboatfestival.com

or by calling Race Director David Carter at 903-278-0600,

or the event production company, High Five Dragon Boat, at 813-426-3544.

DEADLINES:

Friday, April 13, 2018 Team registration and fee paid

Monday, April 16, 2018 Team roster final submission

Wednesday, April 18, 2018 Online waivers signed

FEES: Checks **MUST** be received by High Five no later than **Friday, April 13, 2018**.

Please ensure that you have paid your team registration fee. If you'd like to pay by check, please indicate your team's name in the Memo section, then make checks payable to and send to:

High Five Dragon Boat, LLC

908 E. 131st Ave, Unit B

Tampa, FL 33612

Fees can also be paid online by scrolling to the bottom of the [Team Registration](#) page and clicking on your team entry type. You can pay by credit card or PayPal account.

TEAM CAPTAIN PRE-EVENT TO DO LIST:

- Recruit Team Members, 16 paddlers minimum / 20 paddlers maximum
- Teams may also have up to 4 alternate paddlers on the roster
- Each paddler must be 14 years old by race date.
- Teams may be all male, all female or mixed, which must include a minimum of 10 women paddling (or 50% women if less than 20 paddlers)
- Select a Drummer
 - Drummer will sit at the front of boat and beat cadence
 - Drummer must be 14 years of age or older
- Submit attached Team Roster Form to High Five (jill@highfivedragonboat.com)
- Select Creative Team Name (optional)
- Plan Team Tent Decorations/Uniforms/T-Shirts (Optional). (Prizes will be awarded for teams with the most spirit, best decorated tent, and best t-shirt design.)
- Request Team Practice time slot. See details at:
<http://www.texarkanadragonboatfestival.com/team-practice-schedule.html>

- Have Team Members Sign Online Waiver Form
 - If you have a teammate that cannot access the online waiver due to security purposes at work, or inability to access a computer or smartphone, please request a paper waiver to have them sign from jill@highfivedragonboat.com.
 - Paper waivers are only acceptable in circumstances outlined above or for last minute additions to your roster the morning of the races
 - Only team members who have signed a Waiver and received a wristband will be able to compete on race day.
 - Online Waiver Form: <http://www.texarkanadragonboatfestival.com/waiver.html>
- TAKE IT UP A NOTCH! Encourage your team to fundraise and compete in spirit!

PRACTICES:

Practices will be located at Bringle Lake Park, **7602 Bringle Lake Road, Texarkana, TX.**

<http://www.texarkanadragonboatfestival.com/team-practice-schedule.html>

For comfort, team members may want to bring the following suggested items:

- A team dry bag for keys, wallets, etc. that can be left on land in one person's car or with a family member staying on land.
- Comfortable shoes that you don't mind getting wet.
- Comfortable clothes that you don't mind getting wet.
- A "butt pad" to sit on, an hour is a long time to sit on a little wooden bench and paddle. Garden kneeling pads from Walmart or Lowes work well.
- Bottle of water – bring it in the boat.
- Change of clothes or a sweatshirt to wear afterwards if it's cool out – being wet in cool air isn't fun.
- Sunglasses for both sun protection and keeping the splashes out of your eyes.
- Sunblock

RULES:

Please refer your team members to the official event rules on the website:

<http://www.texarkanadragonboatfestival.com/rules.html>

EVENT DAY:

- Attend MANDATORY Captains' Meeting morning of the event, details to follow
- Coordinate Logistics with your team members
- Your team members should arrive by 8:00 a.m. at the latest in order to ensure your team will participate, as races will not be held for late arriving teams. Allow ample time to unload your belongings, park and meet at your team tent.
- - All teams will have a designated team area at the event. Look for your team sign on the lawn and refer to the event program to find your team's area. Each team may erect one tent or canopy in its designated team area. Bring your own chairs, tables and blankets.
- Clean up your designated team area after the event, dispose of all litter, and recycle any recyclables.
- HAVE A BLAST!

WHAT TO WEAR:

- Comfortable shorts and dri-fit shirts
- Sport sandals or water shoes
- Hat/visor

WHAT WILL BE PROVIDED:

- Team space
- Dragon Boats
- Paddles
- Life Jackets/PFDs

Reminder that all of this information and more is listed on the event website under the Team Captain's Info page:

<http://www.texarkanadragonboatfestival.com/team-captain-info.html>

The final Team Captain's Package scheduled to be released on or before April 17th will include Race Schedule, Team Captain's Schedule, and Venue Map.