5K GUIDELINES

Due to the amount of resources required and the campus road closures necessary, you must meet the following criteria to host a 5k using routes A and B.

- Your event is registered a minimum of 4 weeks in advance of your proposed event date.
- A minimum of 150 participants must be pre-registered for your event.
- If participation is under 150 people, a determination will be made to move your event to route C.
- Pre-registration is required and confirmation PDF of your participant list must be sent to evrgrad@rit.edu at least 2 weeks before your event.
- You must have numbered bibs/tags that coincide with your participant registration list.
- Your event MUST fall on a Saturday or a Sunday.
- 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. If you are using them, please contact FMS.
- Your event must have no amplified music unless approved by RIT.

*Please note that RIT will allow one 5k event per weekend.

You are also 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.