

Shoe Tag and Bib Instructions

You will be billed **\$10** for **each** shoe tag not returned
\$5 late charge for **each** shoe tag you return after you leave the meet

Coaches: You are responsible for returning all of your assigned shoe tags in numerical order before you leave the meet. There will not be any sort of athlete corral to collect the shoe tags

1. Inspect your team packet to ensure you received all your bibs and shoe tags
 - *Immediately notify meet management if you are missing any bibs and shoe Tags*
 - *Very important – this must be done before leaving the packet pickup area*
 - *You will be responsible for any missing shoe tags after you leave the packet pickup area*
2. Distribute your Bibs and Shoe Tags to all *competing* athletes
 - *All athletes must wear their assigned bib & shoe tag, as assigned on your team roster*
 - *Athletes that are not registered should not use someone else's shoe tag*
 - *Failure to properly distribute the bibs & shoe tags will result in inaccurate results*
3. Athletes must properly secure their shoe tag as shown below
 - *Do NOT put the shoe tag in your sock, on your ankle, in your pocket, etc*
 - *Be sure to Double Knot tie your shoes*



4. Shoe tag Collection & Return
 - *Each school is responsible for the collection & return of all their shoe tags*
 - *We suggest you use your team managers / assistant coaches to collect the shoe tags from your athletes after they cross the finishline – there will no longer be any collection corral used*
 - *Sort all of your shoe tags in numerical order*
 - *Use the zip ties provided and slide the shoe tags in numerical order onto the zip ties*
 - *Use another zip tie to secure the shoe tags from sliding off*
 - *Use your team roster to ensure none of your shoe tags are missing*
 - *Have a COACH return all of your shoe tags to EVENT MANAGEMENT at the same location you picked up your team packet – please refrain from sending an athlete to return shoe tags*
 - *Event Management will check your shoe tags with you for accuracy*