

## 2017 Hakodate Marathon Operational Guidelines

1. Organizers: Donan Athletics Association, The Hokkaido Shimbun Press Hakodate Branch, Hakodate City, Hakodate City Board of Education, and The Hakodate Marathon Committee
2. Supporters: Japan Association of Athletics Federations Hokkaido, Hokkaido government, Hokuto City, Nanae Town, Hakodate Sports Association, Hakodate Chamber of Commerce and Industry, Junior Chamber International Hakodate, Hakodate City Traffic Safety Instructors Association, Hakodate Sports Promotion Committee, and Foundation for Culture and Sport Promotion in Hakodate
3. Date and time: Sunday, July 2<sup>nd</sup>, 2017  
Half Marathon starts at 9:00 a.m.  
Full Marathon starts at 9:10 a.m.
4. Schedule: Participation memento pick-up (in front of the main entrance to Athletic Stadium)  
Saturday, July 1<sup>st</sup>, 1:00 p.m.–8:00p.m.  
Sunday, July 2<sup>nd</sup>, 10:00 a.m.–3:30 p.m.  
Runners assemble: 8:30 a.m.  
Opening ceremony: from 8:40 a.m.  
Issuing runner’s certificate: from 10:10 a.m.  
Award ceremony: from 10:40 a.m. (half marathon)  
from 12:30 p.m. (full marathon)
5. Events: Full marathon (42.195 km)  
Half marathon (21.0975 km)
6. Course: The course starts and finishes at Hakodate Chiyogadai Park Athletic Stadium and is certified by Japan Association of Athletics Federations (JAAF).
7. Race rules: Based on the 2017 JAAF regulations and the regulations of this race.
8. Eligibility: Participants must be males or females aged over 18, as of July 2<sup>nd</sup>, 2017.  
**They must generally be able to run a full marathon within five hours or a half marathon within three hours and pass through the designated checkpoints within the allotted time.**  
**We ask that minors (those under 20) participate with the consent of their guardians.**
9. Race procedure: (1) Checkpoints will close at the following times. Runners arriving after these times will not be allowed to continue the race.

	Checkpoint 1	Checkpoint 2	Checkpoint 3	Checkpoint 4	Checkpoint 5
<b>Checkpoints</b>	H 5 km / F 5 km	H 8.3 km / F 8.3 km	F 13.7 km	H 10 km / F 19.3 km	H 15 km / F 24.3 km
	9:54 a.m.	10:19 a.m.	11:00 a.m.	11:40 a.m.	12:18 p.m.


	Checkpoint 6	Checkpoint 7	Checkpoint 8	Finish	H = Half F = Full
<b>Checkpoints</b>	H 19.1 km / F 29.4 km	F 35.8 km	F 39.9 km	H 21.0975 km / F 42.195 km	
	12:56 p.m.	1:41 p.m.	2:13 p.m.	2:30 p.m.	

- (2) Race officials will order any runners who are 100m or more behind the “DNF Notifiers”, who are running at the pace of timing for checkpoint closure, to stop racing, even if those runners have not yet reached the checkpoint.
- (3) Runners who have missed checkpoint closure times and have been ordered to stop racing are asked to remove their runner’s chips, vacate the course, and board a bus to return to start point.
- (4) Runners may be stopped temporarily due to traffic conditions or to enable the passage of emergency vehicles.

10. Starting order:
- (1) The half marathon starts at 9:00 a.m. The first row will consist of invited athletes and runners registered with industrial or student associations. Behind them will be JAAF registered runners. Behind them will be general runners. Runners will have a letter attached to their number cards, based on their race predicted times. The letters (A→B→C→D→E→F→G) correspond to blocks (marked with placards). Please stand in the appropriate order, as instructed by starting officials.
  - (2) The full marathon starts at 9:10 a.m. Behind the half marathon runners, the first row will consist of invited athletes and runners registered with industrial or student associations. Behind them will be JAAF registered runners. Behind them will be general runners. Runners will have a letter attached to their number cards, based on their predicted race times. The letters (A→B→C→D→E→F→G) correspond to blocks (marked with placards). Please stand in the appropriate order, as instructed by starting officials.
- General runners will be assigned to block G if they have not recorded a predicted race time. Please be sure to record your predicted race time correctly because it is not possible to change your starting position after registering.  
Runners must assemble at 8:30 a.m. for both the full and half marathons.
11. Maximum capacity: Full marathon: **4,000 runners (first come first served)**  
Half marathon: **4,000 runners (first come first served)**
12. Participation fee: Full marathon: **¥9,000**  
Half marathon: **¥5,000**  
The participation fee will not be refunded under any circumstances, including in the event of non-participation due to personal circumstances or withdrawal after registration.
13. Awards:
- (1) Awards will be presented in front of the main stand in Athletic Stadium to each runner who finishes between first and third place in the half or full marathon in either the male or female categories.
  - (2) Runners who finish between first and eighth place in each age division of each gender category will be awarded certificates and medals at a later date. (These will be sent to the runners' home addresses, once all of the rankings are confirmed.)
  - (3) The Hakodate Marathon is a partnership race of RUN as ONE - Tokyo Marathon 2018 (semi-elite). The top 50 runners who clear the standard time and are a registered with JAAF Hokkaido will be recommended as semi-elite runners for the Tokyo Marathon 2018.  
Standard times      Full:      Males within 2 hrs 55 mins,      Females within 3 hrs 40 mins  
   Half:      Males within 1 hr 21 mins,      Females within 1 hrs 45 mins
14. Number cards:
- (1) Number cards will be mailed to runners by June 18<sup>th</sup> along with coupons to exchange for participation mementos.
  - (2) A runner's chip is attached to each number card. Please do not remove it before the race.
  - (3) Please be sure to return the runner's chip in the return envelope enclosed with the number cards if you do not participate on the day. (In the event that the chip is not returned, the runner will be charged the cost price of ¥2,000 for it.)
15. Registration period: **From Monday, February 13<sup>th</sup>, 9:00 p.m. to Monday, April 17<sup>th</sup>, 2017 (Payment on the day is permitted). First come first served.**
- **Postal transfers will be accepted for the half marathon from Tuesday, February 14<sup>th</sup>.**
  - **Registration will be closed before the deadline of March 17<sup>th</sup> if the maximum capacity of runners is reached early.**
  - **Applications received before or after the registration period will not be accepted, under any circumstances. In the event that an application is submitted outside of the registration period, the fee will be returned to the applicant, minus the expenses required to make the refund. Transfer administration fees will not be refunded.**
  - **If capacity is reached, internet registration will be stopped and our postal transfer account will be closed. If any postal transfers are received thereafter, those participation fees will be refunded by the post office. Transfer administration fees will not be refunded.**
  - **Applications made after capacity has been reached but before internet registration has been stopped and our postal fee transfer account has been closed will not be accepted. In such cases, registration fees will be refunded around the beginning of April (estimate). Transfer administration fees will not be refunded.**

16. Registration methods: Please select one of the two following registration methods.

**Please note that full marathon runners must register online (RUNNET) via method 1).**

Registration method	1)	<b>Online (for full or half marathon)</b>	<b>RUNNET</b> <a href="http://runnet.jp/">http://runnet.jp/</a>  Separate entry administration fee	<b>Mobile code</b>  You can easily access the registration site using a QR-code enabled cell phone.		Registration period	<b>Mon, Feb 13<sup>th</sup> – Mon, Apr 17<sup>th</sup></b>  Registration will close once capacity is reached.
	2)	<b>Designated registration form (postal transfer)  Half marathon only</b>	Please fill out the necessary information on the form, transfer the registration fee, and pay the transfer administration fee at Japan Post Bank or post office.  <b>Postal transfers will be accepted for the half marathon from Tuesday, February 14<sup>th</sup>.</b> Payment administration fee is ¥130 (¥80 when using an ATM). Incomplete or indecipherable application forms may not be accepted.				

17. Accommodation: When you have completed your registration entry, you can make a reservation via the JTB Hokkaido Hakodate Branch website (<http://www.jtb.co.jp/shop/hakodate/>).



18. Entry number: Select the entry number that is appropriate for you, as of July 2<sup>nd</sup>, from the table below.

#### Half marathon section

	Invited athletes / runners registered with industrial or student associations	JAAF registered runners aged 29 and under	JAAF registered runners in their 30s	JAAF registered runners in their 40s	JAAF registered runners in their 50s	JAAF registered runners in their 60s	JAAF registered runners aged 70 +
Male	01	03	05	07	09	11	13
Female	02	04	06	08	10	12	14
		General runners aged 29 and under	General runners in their 30s	General runners in their 40s	General runners in their 50s	General runners in their 60s	General runners aged 70 +
Male		15	17	19	21	23	25
Female		16	18	20	22	24	26

#### Full marathon section

	Invited athletes / runners registered with industrial or student associations	JAAF registered runners aged 29 and under	JAAF registered runners in their 30s	JAAF registered runners in their 40s	JAAF registered runners in their 50s	JAAF registered runners in their 60s	JAAF registered runners aged 70 +
Male	27	29	31	33	35	37	39
Female	28	30	32	34	36	38	40
		General runners aged 29 and under	General runners in their 30s	General runners in their 40s	General runners in their 50s	General runners in their 60s	General runners aged 70 +
Male		41	43	45	47	49	51
Female		42	44	46	48	50	52

19. Regulations:

- Please attach your number cards to your chest (with runner's chip) and back using the enclosed safety pins. If you run without a runner's chip, your time will not be recorded.
- After you finish, please return your chip to an official at the Certificate Issuing Booth (in the stadium). Runners who do not return their chip on the day must return it by mail at their own expense, at a later date.
- Please do not compete if you have been deemed unfit on a physical exam.
- Please come to the Athletic Stadium via public transport, because there is no parking available.
- You can leave belongings which should be placed in the designated plastic bag at the Baggage Drop area, but please be responsible for your own valuables.
- We are unable to accommodate runners who are wheelchair users.
- Please check the website below for race records. (A hard copy of the times will not be published.) Records will be posted at <http://www.lap.co.jp> (planned to be updated by July 5<sup>th</sup>)

## Registration rules

We ask that those who wish to participate accept the following registration rules before applying.

1. Participants must make sure that they are not suffering from any cardiovascular diseases or illnesses, be mindful of their health, and undertake adequate training in preparation for the race.
2. Participants must not ask the organizers to assume responsibility, under any circumstances, for any injuries, illnesses, accidents, thefts, or losses that occur during the race.
3. Participants must obey the instructions of the organizers during the race, if the race is suspended because there is judged to be an obstacle to its continuation or if runners are temporarily stopped due to traffic conditions. Participants must also follow any other instructions regarding safety management and event administration given by the organizers.
4. Participants must not object to receiving first-aid treatment if they are injured or become unwell during the race. Additionally, participants must not ask organizers to assume responsibility for the method or process of first aid.
5. Participants must consent to the fact that their participation fee will not be refunded, under any circumstances, including in the case of withdrawal or non-participation after registration or cancellation due to earthquake, storms, floods, incidents, accidents or sickness.
6. Participants must not falsely report their age or gender or compete in place of any other participants (illegal appearance). (In such cases, the applicant's participation will be cancelled.)
7. Participants must consent to personal information, such as their name, age, gender, and likeness that appear in footage photographs, articles, and records of the race, being broadcast, published, or used in newspapers, on television, online, or in leaflets. (The right to publish and use this information lies with the organizers.)
8. Applicants must consent to their personal information being handled in accordance with a separate policy entitled *Privacy Policy*, specified by the organizers.

## Privacy Policy

The organizers recognize the importance of personal information. Laws regarding the protection of personal information and associated acts of parliament are strictly adhered to. Personal information is handled according to the organizers' personal information protection policy. Participants' personal information will be used in the following ways, with the aim of improving service.

1. Sending things like number cards, participation memento coupons, related information, information about next year's race
2. Publishing things like participants' names and ages in the race program, on the website, in newspapers etc.
3. Providing services from race sponsors, supporters, and related organizations
4. Announcing record times for the race
5. Providing names, genders, dates of birth, and race records to the Tokyo Marathon Foundation

Additionally, applicants may be contacted by the marathon office or entry center to confirm details of their registration. If you do not want to provide your personal information to others, please contact the marathon office.

### **Inquiries about the race** (Sorry, in Japanese only)

The Hakodate Marathon Committee Office

Sports Promotion Section, Hakodate City Board of Education, 4-13 Shinonome-cho, Hakodate City 040-0036

Tel: 0138-21-3576 Fax: 0138-27-7217

### **Inquiries about entries** (Sorry, in Japanese only)

Hakodate Marathon Entry Center

Lap System, 236-1-102, Kochi, Hiratsuka City, Kanagawa 254-0903

Tel: 0463-35-6691 Fax: 0463-35-6640

### **Official Website** (Sorry, in Japanese only)

Search for "Hakodate Marathon" or go to <http://hakodate-marathon.jp/>