



HENLEY
ROYAL REGATTA
2012

NOTES AND INSTRUCTIONS
FOR COMPETITORS AND COACHES

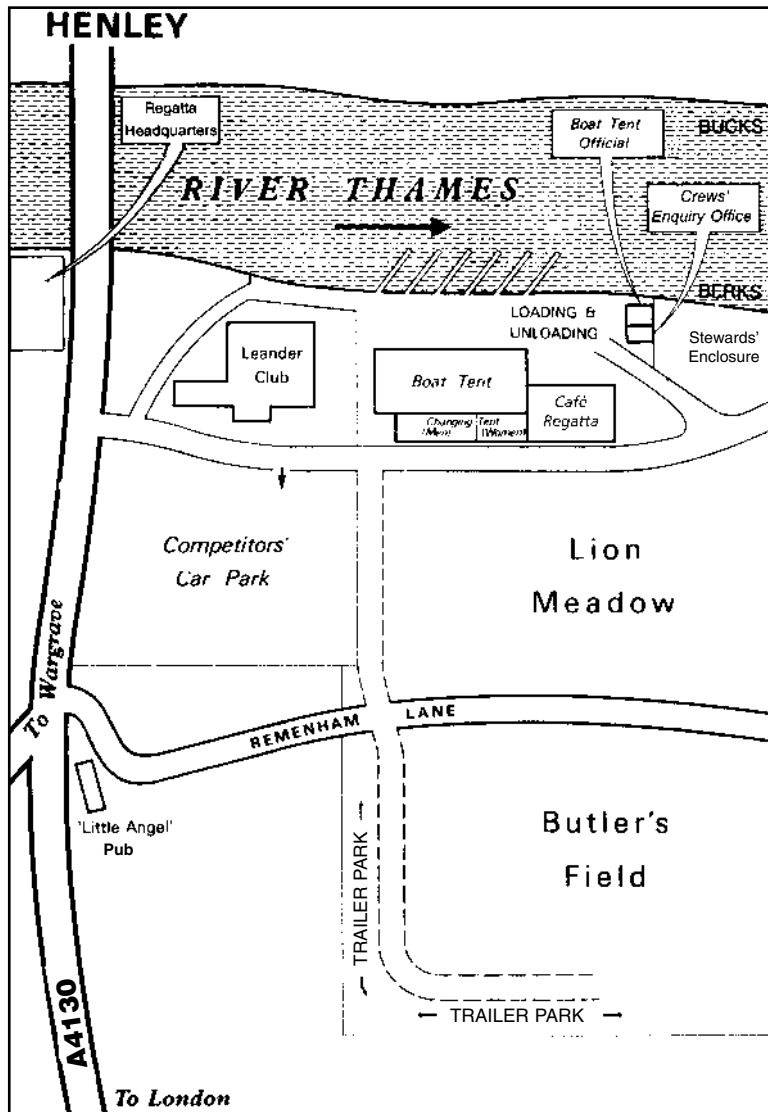
For the Committee of Management

Regatta Headquarters
Henley-on-Thames



Secretary

Henley Royal Regatta



1. CONDITION OF ENTRY

The Henley Rules (2012 Edition) were sent out with the Entry Forms. Their acceptance is a condition of entry and all competitors should be acquainted with them.

Further copies may be obtained from the Secretary's Office or are available for download from www.hrr.co.uk

2. BOAT TENTS (See plan on page 2)

The Boat Tents are officially open to crews on Monday, 11th June.

The Boat Tent Official's Office opens on Monday, 11th June — 8.00 a.m. to 8.00 p.m. — responsible for:-

- all competitors' boating requirements,
- allocation of racks,
- movement of trailers,
- launch tickets,
- issuing boat numbers,
- issuing E.A. licences for visiting boats.

Please note that boats may not be delivered to the Boat Tents outside of these hours.

3. CREWS' ENQUIRY OFFICE (See plan on page 2)

Opens on Thursday, 21st June. For opening hours see the Crew Notice Board — responsible for:—

- all Regatta and racing matters,
- issuing car park labels,
- issuing competitors' badges,
- issuing Boat Tent Area badges,
- weighing competitors and issuing coxswains' deadweight,
- recording of any safety incident,
- maintaining the Crew Notice Board.

4. BOAT TENT AREA

On the days of the Regatta the access to this area is restricted to those people wearing Competitors' Badges, Stewards' Enclosure Members' and Guest Badges, Regatta Enclosure Badges and any other official badge issued by Henley Royal Regatta.

A small quantity of badges which give access solely to this area are obtainable, subject to availability, free of charge to Competitors to give to their families and friends who do not have any other type of badge which would otherwise allow their admission. Crews requiring these badges should arrange for their accredited representative to obtain them from the Crews' Enquiry Office.

5. MEDICAL AND FIRST-AID SERVICES

From Monday, 11th June to Thursday, 21st June and for Saturday, 23rd June and Sunday, 24th June.

For a genuine medical emergency ring “999” for an ambulance.

For urgent medical treatment please call 0845 345 8995 and instructions will be given.

For non-urgent medical treatment appointments with a doctor can be arranged by telephoning:

The Bell Surgery, York Road, Henley-on-Thames
Henley (01491) 843250 (Mon-Fri 8.30 a.m. to 6.30 p.m.)

For dental treatment appointments can be arranged by telephoning:

Blandy House, 29 Hart Street, Henley-on-Thames
Henley (01491) 573112

The Boat Tent Official has a telephone.

For Friday, 22nd June and from Monday, 25th June to Sunday, 1st July.

In addition to the above services First Aid will be provided in the Medical Tent next to the Crews’ Enquiry Office. Doctors and Paramedics are on duty during the days of the Regatta.

The Medical Tent will be open from 30 minutes before the first race until 30 minutes after the finish of the last race each day.

Sports Injury Clinic

This is located in the Medical Tent near to the Crews’ Enquiry Office and will be open from Sunday, 24th June until Sunday, 1st July.

For opening hours each day see the notice posted on the door of the Medical Tent.

6. HEALTH INSURANCE

Whilst many competitors from overseas have access to free medical treatment in the United Kingdom, all are advised to ensure they have adequate Health Insurance if such reciprocal arrangements do not exist.

7. BOAT RACKS

On arrival, all crews must report to the Boat Tent Official to be allocated racks for their boats.

Because of the size of the entry, the Boat Tents will be extremely crowded until after the Qualifying Races (Friday, 22nd June). The Boat Tent Official may have to allocate racks on a temporary basis until these races have been completed.

A final rack allocation will be made after the Qualifiers and will be posted on the Crew Notice Board by 12 noon on Saturday, 23rd June. Each rack will be marked to show the crew number.

8. BOAT TENTS AND BICYCLES

To avoid damage to boats, a number of bicycle racks are provided near to the Boat Tents — please use these racks whenever possible. All bicycles should be fitted with bells. No noxious or flammable materials are to be brought into the Boat Tents.

9. LOADING AND UNLOADING BOATS

Trailers may only enter the Boat Tent Area with the specific approval of the Boat Tent Official and only when there are sufficient people available to unload quickly all the boats and equipment.

The trailers must then immediately leave the Boat Tent Area and be parked in Butler's Field — close together and back against the hedge.

Only boats that are being used in the Regatta may be stored in the Boat Tents. Any unauthorised boats will be removed and placed on the ground in Butler's Field.

Please note that boats may not be delivered to the Boat Tents outside of the opening hours as specified under Note 2.

All boats **MUST** be removed from the Boat Tents by midnight on the Finals' day, Sunday, 1st July. Any boats remaining in the Boat Tents will be removed on Monday, 2nd July and placed on the ground in Butler's Field.

10. BOAT MOVEMENTS

Crews are required to be very careful when carrying their boats between the Boat Tents and the pontoons. This area can become very crowded on racing days with many vulnerable people at risk of being hit by boats and oars.

11. INSURANCE AND LOSS — LEFT LUGGAGE

It is a condition of entry (Rule 12) that clubs and competitors **MUST** take out their own third-party insurance cover.

The Regatta Committee accepts no responsibility for loss or damage to boats, equipment or other articles left in the Boat Tents, Dressing Tents or elsewhere on Regatta property.

Competitors and others are strongly advised not to leave valuables unattended. Items may be deposited, at the owner's risk, with the attendants inside the Dressing Tent between 7.00 a.m. and 9.00 p.m. from Monday, 25th June. **The Left Luggage service stops at 9.00 p.m. daily (8.00 p.m. on Saturday, 30th June**

and Sunday, 1st July) after which time the room will be left open and unattended overnight. Any property unclaimed will be disposed of at the end of July.

12. BOAT AND OAR REPAIRS

On the five racing days there will be a number of Boat and Oar Repair personnel on site.

To make contact with these service providers you should go, in the first instance, to the Crews' Enquiry Office.

13. BOAT NUMBERS

Rule 33 requires that every competing boat must carry an official number plate. This can be obtained from the Boat Tent Official.

After the Qualifying Races the boat numbers will be collected in from **all** the crews as the boats come off the water.

Crews that gain qualification must re-claim their number from the Boat Tent Official on or after Saturday, 23rd June.

The number plate must be carried on the bow of the boat in a standard number plate holder. These holders (including screws) can be purchased from the Boat Tent Official for £5.00 each.

Number plates should be carried at all times, both training and racing, from Saturday, 23rd June.

14. ENVIRONMENT AGENCY LICENCE

An E.A. Licence **MUST** be fixed to every boat competing or training at the Regatta or, if you are a British Rowing affiliated club, you must have registered and paid for your boat through the British Rowing/E.A. Boat Licensing Scheme. A limited number of Licences will be available from the Boat Tent Official but are only valid from 22nd June to the end of the Regatta. If a crew intends to train on the Henley Reach before this date then it must obtain the appropriate Licence from the Lock-keepers at Hambleden or Marsh.

15. CAR PARK LABELS AND COMPETITORS' BADGES

These are available on or after Monday, 25th June from the Crews' Enquiry Office. An accredited representative of the crew concerned **must be able to show proof of identity** and will be required to sign for these items, declaring status e.g. Coach, Captain, etc. The Crews' Enquiry Office will be open to issue badges and car park labels from 9.00 a.m. until 7.00 p.m. on both Monday, 25th June and Tuesday, 26th June.

Free Car Park labels for the Competitors' Car Park are only

available to crews competing in the Regatta who are obliged to drive to Henley in order to compete. In other circumstances Car Park labels for Butler's Field may be purchased, subject to availability, from the Badge Office in the normal way. From Wednesday, 27th June, crews which have not collected these items will have difficulty entering Regatta land in a vehicle without a label and in gaining access to the Boat Tent Area where the Crews' Enquiry Office is located. Competitors' Badges give free admission to both the Regatta Enclosure and the Boat Tent Area.

16. CAFÉ REGATTA

Crews and their Coaches are reminded that the Café Regatta provides hot and cold meals, snacks and drinks.

17. CREW LOUNGE

This is behind Bay R of the Boat Tent and is available for crews to wait and relax before their race. Only crews and their coaches wearing Competitors' Badges will be admitted.

18. ERGOMETER ROOM

Ergometers are provided in an area at the rear of Bay E in the Boat Tent. These are only for use by competitors racing in the Regatta.

19. NAMES, WEIGHTS AND SUBSTITUTIONS

Any alteration to names or to weights and any substitutions **MUST** be notified to the Crews' Enquiry Office in accordance with the Rules.

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|---------|----------------------------------|
| Rule 16 | Substitution, |
| Rule 17 | Substitution on medical grounds, |
| Rule 27 | Weighing of competitors, |
| Rule 28 | Weighing of coxswains. |

20. WEIGHING COMPETITORS

The weights of all competitors (racing in the Regatta after the Qualifying Races) must be checked at the Crews' Enquiry Office by Saturday, 23rd June or as soon as the crew arrives in Henley. All members of a crew must attend for weighing at the same time.

21. COXSWAINS' DEADWEIGHT

In accordance with Rule 28 coxswains shall be weighed in on each day of competition, not less than one hour before their first race. Coxswains obliged to carry deadweight shall collect the required deadweight from the Crews' Enquiry Office before going afloat for each race.

22. SPONSORSHIP ON BOATS

Sponsor Identifications may only be displayed upon boats whilst training or racing at the Regatta as follows:—

- (a) On the sides of the boat the number of Advertising Spaces allowed is limited by boat type as follows:—

1x, 2x, 2-	once each side
4x, 4-, 4+	maximum twice each side
8+	maximum 4 times each side
- (b) In addition all boat types are permitted one Advertising Space on the bow canvas and one Advertising Space on the stern canvas.
- (c) Each Advertising Space on a boat may be no more than 800 sq. cm. in size and may contain multiple Sponsor Identifications.
- (d) In addition, a boat manufacturer may display one identification on each side of the boat with a maximum area of 100 sq. cm.

23. SPONSORSHIP ON OARS AND SCULLS

Sponsor Identifications may only be displayed upon oars and sculls whilst training or racing at the Regatta as follows:—

- (a) No Sponsor Identification, whether of the manufacturer or otherwise, may be carried on the blade or on the outboard section of the loom.
- (b) On the inboard section of each oar or scull, the manufacturer's identification (not to exceed 60 sq. cm.) and a Sponsor's Identification (not to exceed 100 sq. cm.) may be carried. All oars or sculls in a boat must carry the same identification.

24. SPONSORSHIP ON CLOTHING

While racing in a particular crew all members of a club may only display Sponsor Identifications on the same part of the particular item of clothing. Sponsor Identifications are only allowed on the following items of clothing:—

- (a) On racing vest (or equivalent) competitors may display one Sponsor Identification not exceeding 100 sq. cm. in area.
- (b) On racing shorts (or equivalent) competitors may display one or two (one each side) Sponsor Identifications not exceeding 50 sq. cm. each in area.
- (c) On hats or headbands competitors may display one Sponsor Identification not exceeding 50 sq. cm. in area.

Competitors may carry a maker's normal trademark on their clothing in addition to the above.

Competitors may wear tracksuit tops showing a sponsor's name or symbol in training or on their way to the Start.

25. DRESS

Rule 26 states that every competitor must wear a vest and shorts as a minimum.

Competitors are also asked to observe this Rule in training.

26. QUALIFYING RACES

The Qualifying Races (Rule 20) will be Timed Races and will be held on Friday, 22nd June.

If a crew is required to compete in the Qualifying Races then its name will be included on a list that will appear on the Regatta website (www.hrr.co.uk) on the evening of Sunday, 17th June.

The provisions of Rule 41(n) are not applied to Qualifying Races except that no boat is permitted to follow a competitor.

Coxswains competing in Qualifying Races MUST be weighed at the Crews' Enquiry Office before racing.

Bicycles will not be allowed on the towpath from the Boat Tent to the downstream end of the Regatta Enclosure.

27. THE DRAW

The Draw for heats and stations will take place in the Town Hall, Henley-on-Thames, at 3.00 p.m. on Saturday, 23rd June.

28. PROGRAMME ARRANGEMENT

Competitors who are unable to row at specific times for genuine reasons e.g. examinations, may make a written request to the Committee via the Crews' Enquiry Office as soon as possible and, in any event, not later than:—

(a) For races on Wednesday: 10.00 a.m. on Sunday, 24th June. After this time no further requests will be accepted.

(b) For races on Thursday, Friday, Saturday or Sunday: 5.00 p.m. on the preceding day.

A separate Time Request Form must be completed for each crew for each day of racing.

The final programme for Wednesday's racing will be posted on the Crew Notice Board by 2 p.m. on Sunday, 24th June. It will also be posted on the Regatta website.

The Thursday, Friday, Saturday and Sunday programmes will be displayed briefly outside the Secretary's Tent in the Stewards' Enclosure immediately after the last race on the preceding

evening — they will then be printed and will be posted as quickly as possible on the Crew Notice Board.
Please check each evening www.hrr.co.uk

29. DOUBLE ENTRIES

The Committee may, in its absolute discretion, decide upon the order in which Events involving double entries will be rowed. The normal order of priority is as follows:—

8+; 4-; 4+; 4x; 2-; 1x; 2x.

No competitor may be entered for more than two events.

30. DAMAGE ON THE WAY TO THE START

A tool box containing basic tools and a selection of spare parts is kept in the Start Judges' Tent on the Start Line throughout the Regatta.

Tools that are borrowed must be returned to the Start Judges before the crew which has used them begins its race.

A pontoon will be moored to the towpath bank below the Start to give access to any boat which may need emergency repairs or adjustments.

31. AT THE START—RULE 41(a)

The attention of competitors is particularly drawn to Rule 41(a).

There is no Crew Marshal at the Start, nor any call-up system for crews to come on to the Start.

Crews must be attached to the stakeboats at the correct time (2 minutes before the advertised time of the race) in accordance with this Rule, or risk disqualification or being awarded a False Start.

32. STARTING PROCEDURE—RULE 41(b)

When an Umpire is starting a race but a crew is not ready, the coxswain or the steersman should raise his hand to indicate this.

Where coxed boats have the coxswain in the bows, his hand is not visible to the Umpire; in such cases **the bowman** should raise his hand.

33. CONDUCT OF RACES

Competitors are notified that Rule 41 which governs the conduct of racing at Henley differs both from the British Rowing

Laws of Boat Racing and the F.I.S.A. Rules of Racing.
In particular:—

- (a) Interference is not defined, but is left to the Umpire's decision.
- (b) There is no obligation upon the Umpire to warn a crew that it is out of its proper course before disqualifying it for interference.
- (c) Unsportsmanlike behaviour during or at the end of races is not acceptable. The Stewards will not hesitate to apply sanctions against crews which behave badly.

34. LAUNCH TICKETS

A limited number of launch tickets for supporters may be collected from the Boat Tent Official and are normally available one hour before the first race each day.

The ticket holder becomes the guest of the Umpire of the race and there is no charge for the ticket.

Launch tickets should be collected by an accredited representative of the crew concerned **who must be able to show proof of identity** and will be required to sign for the tickets, declaring status, e.g. Coach, Captain, etc.

Holders of launch tickets must be at the appropriate Umpire's launch bay at least 25 minutes before the starting time of that race.

35. PRIZEGIVING

All winning crews are asked to assemble in the Stewards' Enclosure behind the Fawley Stand not later than 4.15 p.m. on Sunday afternoon.

Prizewinners should wear club blazers or similar Regatta dress.

Supporters who do not have Stewards' Enclosure badges may attend the Prizegiving. However they **MUST** be in possession of an official Regatta Badge (either Competitors', Regatta Enclosure or Boat Tent Area). They can gain admission only through the Bandstand Entrance from 4.20 p.m.

36. CHURCH SERVICE

The Regatta Service will be held in the Parish Church on Sunday, 1st July at 9.30 a.m. Competitors and supporters are very welcome.



THE COURSE

