

# Sunrise Adventure 2021 Participant Handbook



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## Welcome to Sunrise Adventure 2021!

LMB welcomes you to the beauty, cultures and peoples that make Michigan a unique place. Your registration fee and purchases provide the funds to power our work in Michigan advocating, educating and promoting the power of the bicycle in communities around the state while acting as a voice for bicyclists in Michigan government.

Before we get into the details, a few quick reminders on how to make the most of this weekend:

- Be a bicycling ambassador, pay it forward. Help represent bicycling in a safe, positive way by being polite, signaling, staying right and yielding. Remember, our actions create the perceptions towards the next bicyclist.
- Rough it this week. Don't bring the good stuff. Bring fewer clothes. You will get dirty 5 minutes after taking a shower. You will drop mustard on the fresh shirt you just put on. It's ok, we are all in the same place. Relax, ride your bike, breathe deep, and enjoy the ride. Besides if you run out of clothes you can always buy a new LMB t-shirt!
- Embrace simplicity. Keep the delicate and fragile things, including most electronics, at home. Bring a phone, a camera and the curiosity and wonder of a child.

Our bike tours are made possible by the experience, dedication, hard work and generosity of our Volunteers. When you see a person loading gear, driving a SAG wagon, helping a rider on the side of the road, sanitizing a table, pouring your water, and handing you a snack, thank them for volunteering. They make it possible for you to experience a well-organized tour, easily find your way, enjoy an ice cold beverage, and even go through the ritual of sanitizing your hands before entering a food area. Volunteers are the backbone of LMB tours and we are grateful for them. They ask only that you be kind and enjoy your time on the tour.

If you find yourself having a great time and wishing your friends and family could come with you, then please find a Volunteer and thank them with all your heart. If you find something lacking, find the tour manager and let them know.

If after reading this handbook you still have questions, reach out to us at [tours@lmb.org](mailto:tours@lmb.org).

On behalf of everyone, thank you for riding with us on Sunrise Adventure.

Sincerely,  
Terry Barnes  
LMB Director of Tours

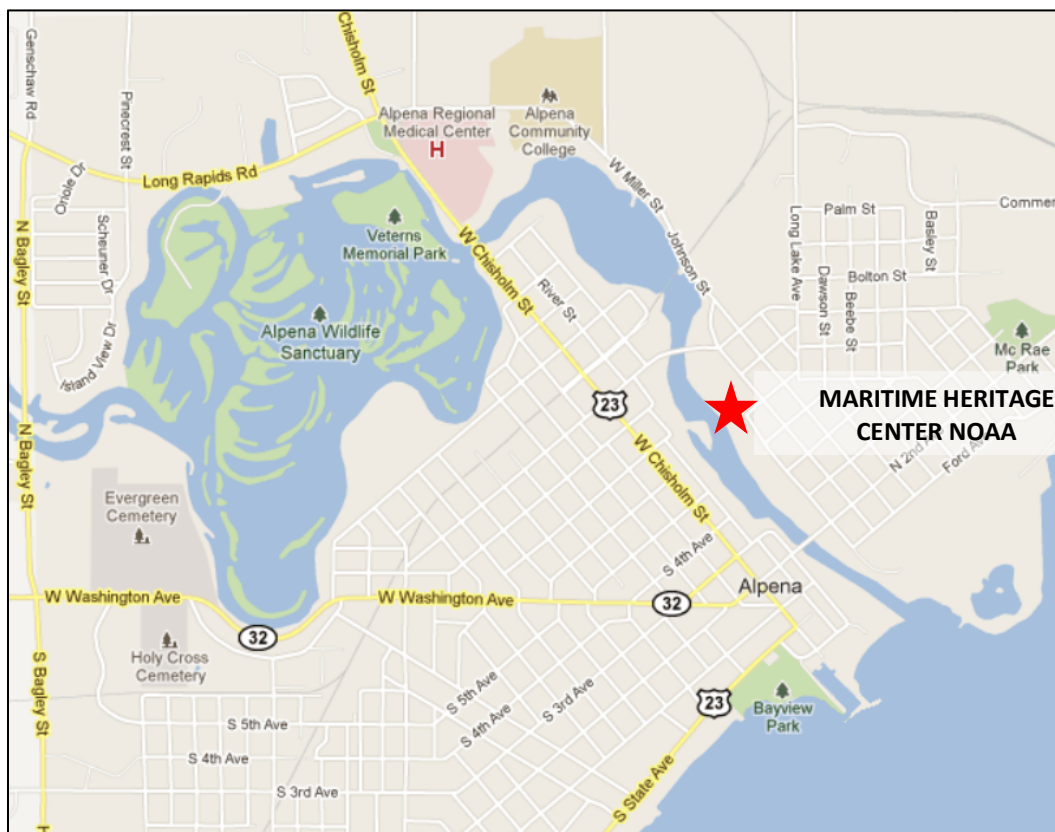
## CHECK-IN

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Upon arrival follow the directional signs to our Registration Table. Present your picture ID and our volunteers will provide you with your packet, bike plate, wrist band, and swag!

Please attach the wrist band to your LEFT wrist at the registration table. **Your wristband** is your meal ticket and admission to SAG stops, SAG wagons, reception, and other facilities. Your bike plate identifies you on the road as part of the tour and is your bike's link to you when separated for SAG or other reasons. Please make sure to attach your bike plate to your handlebars or behind your seat/bike bag. If you lose your wrist or bike or tags during the week, the service desk can provide a replacement. You can find schedules, messages and cue sheets at the service desk.

**Inside your packet** will be any beer/wine tickets, pre-purchased VIP excursions, tastings, and punch cards. Please treat these like cash as we won't be able to replace any lost tickets or punch cards.



Check-in is **Thursday, June 17th from 2:00 to 8:00pm** at the **Great Lakes Maritime Heritage Center** (500 W Fletcher St, Alpena 49707), and **Friday, June 18<sup>th</sup> 7:30 to 9:00 am** at the starting line **outside Harborside Cycle & Sport** (119 N. Second Ave, Alpena, 49707).

Thursday evening, 6:30 to 9:00 PM, in the Heritage Center, we'll enjoy a private reception with complimentary beer, wine, and cheese. Make sure to wear your wristband as it's your admission ticket and don't forget your Thursday drink tickets!

**Great Lakes Maritime Heritage Center** (500 W Fletcher St, Alpena 49707), and **Harborside Cycle & Sport** (119 N. Second Ave, Alpena, 49707). will serve as our starting lines during the ride. All routes will depart from one of these locations and the service desk will be located at the starting line.

## WEEKEND SCHEDULE

*please note that the schedule is subject to change.*

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### THURSDAY

- |                       |  |
|-----------------------|--|
| <b>2:00 – 8:00 pm</b> | Check-in at the Great Lakes Maritime Heritage Center.                |
| <b>6:30 – 9:00 pm</b> | LMB Wine & Cheese Reception at Great Lakes Maritime Heritage Center. |
| <b>5:30 - 6:00 pm</b> | Orientation in auditorium of Great Lakes Maritime Heritage Center.   |

### FRIDAY

- |                          |  |
|--------------------------|--|
| <b>5:46 am</b>           | <b>SUNRISE!!</b>   |
| <b>7:30 – 9:00 am</b>    | <b>Packet pick-up at Harborside Cycle &amp; Sport</b> (119 N. Second Ave). |
| <b>8:30 am</b>           | Mass start all routes - Harborside Cycle & Sport (service desk location).  |
| <b>8:30 am – 4:30 pm</b> | SAG service and route support.   |
| <b>5:00 pm – 6:30 pm</b> | <b>Riders Alley Reception</b> just outside Harborside Cycle & Sport.       |
| <b>6:30 pm</b>           | Daily Route Briefing at Harborside Cycle & Sport.                          |

### SATURDAY

- |   |   |
|---|---|
| <b>5:46 AM</b>  | <b>SUNRISE!!</b>  |
| Various start locations today, see route maps for details on 56 mile, 39 mile and 21 mile routes. Service desk located at <b>Great Lakes Maritime Heritage Center</b> (500 W Fletcher St, Alpena 49707) |   |
| <b>8:00 am – 1 pm</b>   | Alpena Farmers Market downtown.   |
| <b>8:30 am – 4:30 pm</b>  | SAG service and route support.  |
| <b>10:00 am – 4:00 pm</b>   | Presque Isle Harbor Wooden Boat Show.                                       |
| <b>2:00 – 4:00 pm</b>   | VIP Shipwreck Tour for ticket holders. Please be ready to board by 1:45 pm! |
| <b>6:00 – 8:00 pm</b>   | BBQ dinner for all participants, Great Lakes Maritime Heritage Center.      |
| <b>6:00 pm</b>  | Daily Route Briefing at Great Lakes Maritime Heritage Center.               |

### SUNDAY

- |                       |   |
|-----------------------|---|
| <b>5:47 AM</b>        | <b>SUNRISE!!</b>  |
| <b>8:30 am</b>        | <b>Mass Start – Great Lakes Maritime Heritage Center.</b> |
| <b>8:30 - 2:00 pm</b> | SAG service and route support.                            |
| <b>2:00 pm</b>        | Sunrise Adventure ends.                                   |

## ROUTE DETAILS

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On Friday and Saturday, riders will be able to choose from a variety of routes. Each route is a loop, but some are longer than others. The maps you receive at check-in will contain additional details. The options are outlined below:

<b>Friday – Hubbard Lake</b>	<b>35, 49, or 65 miles</b> – All start and end downtown at Harborside Cycle & Sport where the service desk will be located.
<b>Saturday – Presque Isle</b>	<b>21 miles</b> – starts and ends at Presque Isle Township Hall. You will have to provide your own transportation to this start/finish. <b>39 miles</b> – starts and ends at the Maplewood Tavern. You will have to provide your own transportation to this start/finish. <b>56 miles</b> – starts and ends at Great Lakes Maritime Heritage Center, where the service desk will be located. All routes go to the Presque Isle harbor and lighthouses.
<b>Sunday – Thunder Bay River or North Eastern State Trail.</b>	<b>35 mile road route; 18.5 and 38.5 rail trail routes</b> – All start and end at Great Lakes Maritime Heritage Center, where the service desk will be located.

## LODGING INFORMATION

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Riders are responsible for making their own arrangements for lodging.

Please book early, as accommodations have filled up in years past! LMB does not provide shuttles to lodging, although many motels and B&Bs are within easy biking distance of Harborside Cycle & Sport and the Great Lakes Maritime Heritage Center.

## RIDER MEETINGS

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**Orientation Meeting** - All riders are required to attend an orientation meeting on Thursday at the Maritime Heritage Center. The meeting will begin at 6:30 pm. Please attend, as important route and safety topics will be discussed.

**Daily Route Briefings** - There will be brief rider meetings on Friday and Saturday, please see the schedule for details. We will review the next day's itinerary and point out any changes and/or additions.

## MEALS

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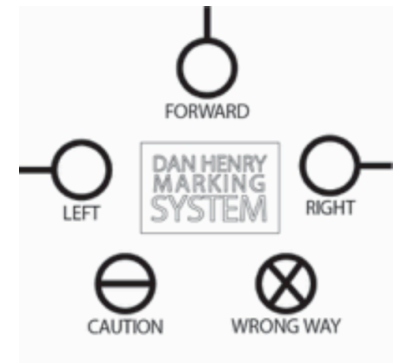
Riders are responsible for their own meals each day with the exception of the Saturday BBQ. We encourage participants to enjoy the great variety of Alpena's restaurants.

## ROUTE MARKINGS

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Detailed map booklets with cue sheets will be provided at check-in. The recommended routes for each day will be marked with “Dan Henry” arrows on the pavement. Any deviation will be posted, marked, and discussed at the nightly rider meetings.

Optional routes will not be marked on the pavement, but the maps should make them easy to follow.



## SAG SUPPORT

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LMB thinks of SAG as the "Support Assistance Group." The route opens and SAG service begins at 8:30 am and ends at 4:30 pm unless stated otherwise in the itinerary or at the Rider Meeting. When the route closes, all riders remaining on the route will be offered the opportunity to SAG into the finish. Riders who refuse SAG and remain on the route acknowledge they are riding after-hours and without tour support.

SAG service includes mobile SAG wagons, stationary SAG stops, SAG shuttles, and Sweep. SAG vehicles are marked with LMB flags and magnetic LMB signs. If a friend or family member is interested in volunteering as a SAG, please contact the LMB office at (517) 334-9100. This is a great way for non-cycling family and friends to provide a valuable service during the day and joining you in the evening.

**The SAG Coordinator is the beneficial monarch on the tour route and SAG staff act as their lieutenants. These individuals work to provide riders a safe and well supported route. If you are given directions by the SAG Coordinator or SAG Staff, please follow them. SAG Coordinators have the capacity to remove any participant from the route for health and safety reasons.**

### CONTACTING THE SAG COORDINATOR:

At orientation, participants are provided with the SAG Coordinator’s phone number. **IF AT ANY TIME ON THE ROUTE YOU ARE CONCERNED FOR YOUR HEALTH OR SAFETY, CALL THE SAG COORDINATOR IMMEDIATELY.** Call the SAG Coordinator In the event of a medical or safety emergency. Where cell phone coverage is weak, text messages may be more successful than calls. If you cannot call or text, ask a local business to use their phone for an emergency.

In a non-emergency situation like a flat tire or other mechanical issue, flag down a passing SAG wagon. If a SAG wagon has just recently passed, call the SAG Coordinator to request a SAG wagon.

## SAG STOPS:

Thank you for supporting the many towns, farmer stands and shops along the route that can provide food and beverages. SAG Stops are rest stops located on route and identified with LMB signage. They are stocked with water, electrolytes, light snacks, basic tools, floor pumps, and close to restrooms or porta potties. Our daily Super SAG Stop will also have a generator to provide e-bike charging.

- All Participants entering a SAG Stop must remove gloves and sanitize their hands. SAG staff will serve riders cafeteria style and pass out requested snacks and fill water bottles. Please do not touch anything at the SAG table.
- Distance between SAG stops is determined by the route and average 15-18 miles.
- SAG Stops have staggered operating times to provide service to the majority of participants. LMB understands that most riders are enjoying their vacation and may often deviate from the route and take considerable time to complete the day. Hours are based on an average speed of 10 miles an hour. Any changes to SAG Stop hours will be announced in the Rider Meeting.
  - SAG Stop 1 8:30 am – Noon
  - SAG Stop 2 9:00 am – 1:30 pm
  - SAG Stop 3 10:30 am – 4:30 pm
  - SAG Stop 4 11:00 am – 4:30 pm
  - SAG service ends at 4:30 pm
- PLEASE BE RESPECTFUL, DO NOT LEAN YOUR BICYCLE ON SAG VEHICLES!

## SAG WAGONS

Provide aid to all riders on the tour who are experiencing physical or mechanical issues and cannot reach a SAG stop. They also transport riders who have non-emergency medical issues. Thank you for not asking SAG Wagons to transport you for personal needs.

### All SAG Wagons

- Only operate on the marked route. They may be moving along the route or stationed on the side of the road to provide rapid response.
- Carry water, basic tools, floor pump and some first aid supplies, but do not carry food.
- Transport bikes and riders to mechanics, SAG stops, or to a medical facility. They do not go to the finish until the route closes.
- Bike racks may not accommodate some cycles. In this situation the cycle will be transported by the SAG shuttle. Riders can choose to wait for the shuttle if they prefer.
- Will not transport minors unless accompanied by their parent or legal guardian.

To stop a SAG wagon, tap the top your helmet vigorously. The driver will move ahead and pull over to assist. At orientation, riders will be provided with the SAG Coordinator phone number to call in the event of getting lost, mechanical or physical breakdown, or emergency. To call for

a SAG wagon, call the number provided during orientation. PLEASE DO NOT LEAN YOUR BICYCLE ON SAG VEHICLES!

## SAG SHUTTLE

The SAG shuttle tows an open utility trailer equipped to transport cycles. It exclusively operates to pick up riders and cycles along the route or from SAG stops and deliver them to the overnight location. Since the shuttle is active on the route supporting riders, please do not ask the driver to transport you to another location.

## LMB/LCI ENVOY

LMB Envoys are volunteers who ride each day to educate and help riders ride safely while also assisting those who need pacing, moral support, or help contacting SAG. These individuals are certified by LMB and the League of American Bicyclists, have strong riding skills, and are able to provide help. Envoys are identified by their bike plate and vest. They also provide safety training at Rider Meetings and conduct a skills test to our scholarship riders.

**If a friend or family member is interested in volunteering as a SAG, please contact the LMB office at (517) 334-9100.** This is a great way for friends and family to join you at camp, while providing a valuable service during the day. Please note that they will be required to complete LCI training if not already certified.

## PRIVATE SAGS:

Riders may choose to be supported by a private SAG - a friend/family member who exclusively assists them as needed. Private SAGs are considered participants and should register for the tour as a **non-rider**. At check-in private SAGs will be given a non-rider packet, wrist band, tour t-shirt, additional instructions, a vehicle pass, route maps, safety information, vehicle routes, and access points to safely enter or exit the bicycle route. Private SAG is also a great way for friends and family to join you while not being obligated all day to support the entire tour.

**For safety reasons, private SAGs should not drive on the bicycle route if possible.**

## OTHER TOUR ESSENTIALS

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### PREPARING FOR THE TOUR:

- **Prepare your body** – RIDE! The tour is much more enjoyable if you have been practicing and your body is adapted to spending 6 hours on the saddle. Body contact points need hours on the bike to adapt.
- Riders must be able to ride 50-80 miles a day, for 7 days. The terrain can be hilly. Your average speed INCLUDING stops should be greater than 10 mph.



- Riders must carry a tire repair kit (spare tube, patches, tire levers, pump or CO2 cartridge) and be able to change a flat tire. SAG will not conduct repairs.
- Riders must have at least one water bottle (preferably two).
- **Prepare your bike** – Have your bike serviced by an experienced mechanic prior to arriving. The most common repairs are loose bolts, worn or broken pads and cables, dirty or worn chain, and mis-aligned derailleurs. Make sure that you have “broken in” any new bike or parts.

### PACKING LIST

A list of required and recommended items can be found at the LMB website. Follow this link.

<https://www.lmb.org/packing-list/>

### SERVICE DESK

The service desk is the closest thing we have to a tour oracle. It’s where you can find answers to tour questions, leave or get a message, see the daily itinerary, buy snacks and ice cold drinks, replace lost wristbands, get cue sheets, buy merchandise, make next day SAG shuttle reservations, find lost and found items and general info on so much more.

### LOST AND FOUND:

We will maintain a lost and found box throughout the tour, which is kept at the service desk. If you believe you left something behind after the tour, contact the LMB office at (517) 334-9100.

### JERSEYS, T-SHIRTS AND OTHER MERCHANDISE:

LMB merchandise including classic and current t-shirts, jerseys and other LMB merchandise will be on sale at the service desk throughout the tour. Only merchandise authorized by LMB may be sold on tour. You can also find a full assortment of jerseys, t-shirts, stickers and other LMB swag at the LMB Store.

A standard cotton tour T-shirt is included with all registrations. Upgrade to a moisture management performance fabric T-shirt for \$20. You can also purchase them before and after Shoreline West through the LMB Store.

## **SAFETY**

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### **LMB ADVOCATES FOR BICYCLE SAFETY**

LMB works every day in Michigan to increase bicyclist safety. We accomplish this through Advocacy, Education and Community. Legislation takes years to accomplish. Some of our recent success include:

- Currently we are working on several initiatives including distracted driving legislation and “Idaho Stops”. Every year we produce and distribute the “Michigan Ride Calendar”, “What Every Michigan Bicyclist Should Know” and “What Every Young Michigan Bicyclist Must Know”.
- 2020 Bikes May Use Full Lane. While Michigan Law allows bicyclists the equal right to use the road, the “Share the Road” sign was confusing.
- 2019 Drivers education courses must include information concerning bicycles and other vulnerable roadway users. Grants to community organizations Norte, Carver Camp, Armory Bike Union, Portland Raider Riders.
- 2018 Obstructed license law clarified to exclude bicycle racks. Grants to Bike Dearborn, Common Cycle, Upshift Detroit, MiSCA, Lansing Bike Cooperative.
- 2017 Passage of Safe Passing Law requiring drivers to give a minimum of 3-feet of room while passing a bicyclist.
- Grants to community organizations working to make their communities safer for bicyclists including Youth Ride Club, Greater Grand Rapids Bicycle Coalition, Lansing Bike Co-Op, PEAC, Tart Trails Bicycle Recycle, Pedal Holland.

### **CONTACTING THE SAG COORDINATOR:**

At the orientation meeting, participants are provided with a phone number to call in the event of a breakdown or other emergency.

### **MICHIGAN VEHICLE CODE**

All participants are responsible for knowing and obeying Michigan Vehicle Code traffic laws. Every participant is provided a copy of LMB’s “*What Every Michigan Bicyclist Must Know*” handbook which includes information about obeying Michigan traffic laws, it is not a substitute for the complete Michigan Vehicle Code.

### **HELMETS:**

**Helmets are required for all riders.** You must wear your helmet whenever you are riding your bicycle. Repeated violation will result in your ejection from the tour.

### **MINORS:**

Minors are welcome on the tour. A legally responsible parent or adult guardian must accompany a minor at all times during the tour, including campsites and transport in SAG wagons. The legal parents or guardian must complete the LMB waiver form and identify the

responsible adult if not themselves and the minor. Like all participants, minors must be able to complete the daily course.

Under Michigan Vehicle Code, children must be properly buckled in a car seat or booster seat until they are 8 years old or 4-feet-9-inches tall. Children must ride in a seat until they reach the age requirement or the height requirement, whichever comes first. If you are bringing a child that fits these criteria, please contact our office. We will make additional arrangements for a car seat should you and your child need to be transported by SAG drivers.

### **BIKE PLATE:**

Bike Plates will be provided at check-in. It is required that you attach it to either the front or the back of your bicycle. The bike plate must be plainly visible at all times. Plates are your bikes ticket for LMB provided transportation and help us identify our riders and facilitate communication among riders and volunteers. They are also highly visible, making it easier for drivers to spot you.

### **HEADPHONES & CELL PHONES:**

Headphones are prohibited while riding. Safety is our primary concern.

The use of cell phones while cycling is illegal according to the Michigan Vehicle Code. Please stop your bike and pull off the road before using your cell phone. You will find that cell coverage is often spotty or absent on tour.

### **CRASHES:**

Unfortunately, crashes do occur. Should you witness or be involved in a crash, and experience a medical emergency, call 911 immediately. Witnesses should stay with the crash victims until help arrives!

It is important that you fill out an incident report with tour staff as soon as appropriate. If a car is involved, get the driver's license and license plate numbers.

Most crashes occur as a result of bicyclists crossing wheels, running off the road, or encountering a road hazard. Follow these rules to minimize the risk:

- Read and follow the Safety Pledge
- Read "What Every Michigan Bicyclist Must Know".
- Remember that bicyclists must stop for all red lights and stop signs.
- If you stop for any reason, move completely off the road.
- Be constantly alert for road hazards.
- Communicate to other riders, pedestrians and motorists.
- Drink before you get thirsty. Eat before you get hungry. Rest before you get tired.
- Get yourself and your bike tuned up before the ride.
- If the weather is bad, or there is traffic around you, ride cautiously.
- Don't follow those in front of you too closely.

## **EMERGENCIES**

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### **MEDICAL EMERGENCIES**

- Unconsciousness, Seizures, Headaches
- Sudden severe pain anywhere in the body
- Unusual behavior, Confusion, Hard to wake up
- Difficulty breathing, Shortness of breath
- Sudden dizziness, weakness, or change in vision
- Chest pain which radiates to another part of the body such as arm, shoulder, or neck
- Coughing up or Vomiting Blood
- Head or Spine Injury, Neck or Back pain
- Bleeding that will not stop, deep punctures or cuts, visible bone
- Severe Vomiting, Abdominal pain or pressure
- Choking
- Allergic reaction or Poisoning

**IF YOU OR SOMEONE YOU'RE WITH IS EXPERIENCING A MEDICAL EMERGENCY CALL 911 FIRST.** Then follow their directions. Have another person call the SAG Coordinator and Tour Director.

### **ON ROUTE EMERGENCIES**

#### **CRASHES:**

Should you witness or be involved in a crash, and experience a medical emergency, call 911 immediately. Witnesses should stay with the crash victims until help arrives!

- Do not move the injured person unless they are in danger
- **IN A MEDICAL EMERGENCY CALL 911 FIRST**
- Call the SAG Coordinator
- If a car is involved, get the driver's license and license plate numbers
- Do not step into the path of vehicle traffic
- Stay with the injured person and keep them calm
- Once an LMB SAG person is on the scene and you have filled out an incident report please continue on the route. Do not leave the scene until SAG staff releases you

Should you come upon a crash already being managed by SAG staff or first responders please do not loiter and as safe as possible continue along the route. If you feel unable to continue then dismount and walk to a safe place off the road. Call SAG if required.

#### **SEVERE WEATHER:**

Weather in Michigan can change quickly. The following guidelines may help in the event of severe weather, but circumstances may dictate otherwise. The tour staff will make every effort

to inform riders of the recommended course of action via the text alert system and if possible, in person.

- Lightning or Thunder Storms
  - Take immediate shelter at a house or any available structure.
  - If no shelter is available, find a low point clearing away from trees and metal. Lightning usually strikes the tallest objects and, sometimes, whatever is hiding underneath them.
  - Once you find a clearing, squat on your toes. Have as little of your body touching the ground as possible.
  - You can choose to stay on your bike. It's not the safest place to be, but sometimes it's the safest place at the time. Rubber tires won't protect you from lightning.
- Tornado Watch - conditions are favorable for funnel cloud formation. Be aware and prepared to take action to find suitable indoor shelter. Monitor local weather until the Tornado Watch has expired.
- **Tornado Warning - rotation has been spotted or a funnel has touched down. Seek shelter immediately.**
  - Avoid auditoriums, upper floors of buildings, trailers and parked vehicles
  - Move to an underground shelter, basement, interior corridor, tunnel, underground parking lot or subway. If none is available, a small, windowless interior room or hallway on the lowest level of a sturdy building is the safest alternative.
  - Stay away from windows and cover yourself with a rug for protection against flying glass and debris
  - If you're out in the open, lie flat in a ditch or other low-lying area and protect your head; stay away from trees, poles or overhead lines
  - If you're driving, drive at right angles to the tornado's path; if you can't escape it, get out of the vehicle and seek a low-lying area
  - **Do not** take shelter under highway overpasses. Tornadoes can create a vacuum effect and suck you out.

## CRIMINAL ACTIVITY

**IF YOU OR SOMEONE YOU ARE WITH WITNESS OR ARE VICTIMS OF A CRIME, SEEK SAFETY FIRST, THEN CALL 911.**

Then, call the SAG Coordinator and if possible the Tour Manager. Witnesses should stay with the victims until help arrives! It is important that you fill out an incident report with tour staff as soon as appropriate. If a car is involved, get a vehicle description and license plate numbers.

## **CAMPSITE EMERGENCIES:**

**IF YOU OR SOMEONE YOU'RE WITH IS EXPERIENCING A MEDICAL EMERGENCY CALL 911.** Then contact the Medic or Tour Manager.

### **EVACUATION**

PA announcements and text alerts will alert participants to prepare for evacuation. Please follow these directions or go immediately to the Service Desk for instructions.

### **SEVERE WEATHER**

PA announcements and text alerts will direct participants to enter the emergency shelter if available. Details will be announced from the Service Desk. In the event of lightning, move indoors and wait for the storm to pass.

### **CRIMINAL ACTIVITY**

**IF YOU OR SOMEONE YOU ARE WITH WITNESS OR ARE VICTIMS OF A CRIME, SEEK SAFETY FIRST, THEN CALL 911.**

Then, call the Tour Manager. Witnesses should stay with the victims until help arrives! It is important that you fill out an incident report with tour staff as soon as appropriate. If a car is involved, get a vehicle description and license plate numbers.

## **ISSUES & ILLNESS**

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FOR NON-EMERGENCIES Participants are encouraged to speak with the tour staff in the event of any personal or medical issues.

### **PERSONAL**

Any participant who has a personal concern on any issue should bring these concerns to the attention of an LMB staff member. If the concern continues, resolve the matter with the tour director.

### **BEHAVIORAL**

Any participant who has a concern about inappropriate behavior of any participant or LMB staff should bring their concerns to the attention of the tour director.

### **MEDICAL**

If you are experiencing a non-emergency medical issue or feeling ill notify the tour staff immediately. Participants may be referred to local medical facilities if treatment is needed.

## INFECTIOUS DISEASE

LMB has worked for decades on controlling the spread of contagious food borne infectious disease. The Covid-19 pandemic reminded everyone of how disruptive an infectious disease can be to a population. LMB tours are conducted outdoors but also in close personal quarters, especially where participants are showering, using the bathroom, and accessing food and water. In addition, our tours occur in a community environment with a large group of individuals from across the globe. To protect our participants, the communities we visit, our volunteers and employees, and everyone's families, we've adopted procedures set forth by the Michigan Department of Natural Resources in state parks. Please take a moment to review and implement the information below and help us protect you and those around you with a few simple hygiene requirements:

- Wash your hands with soap frequently.
- Always wash before eating and after using the toilet.
- Remove cycling gloves and use hand sanitizer prior to entering any SAG stop or food service area.
- Allow our staff to fill your water bottles and serve your selected food items at SAG stops and food service areas.
- Use hand sanitizer upon exiting a SAG stop or using any tour provided items such as floor pumps, bike tools, etc.
- Don't share water bottles, food, dining utensils or drinking cups.
- Wear a mask indoors and outdoors when social distancing is not possible.
- Get a flu vaccine and if available, the COVID-19 vaccine.

Some infectious diseases can be passed from person to person. Some are transmitted by insects or animals. Others are transmitted by consuming contaminated food or water. Signs and symptoms vary depending on the disease but often include fever, muscle aches, fatigue, coughing and diarrhea. Because of the physical nature of bicycling, an infected person may not realize that the cause of their symptoms is from an organism and not over-exertion or change of locale. Most infectious diseases are spread by having contact with an infected person, consuming contaminated food or water, touching contaminated surfaces and then touching your mouth, nose or eyes with unwashed hands.

### **Food Contamination**

While other tours have had outbreaks caused by food contamination, LMB has never had a reported incidence of food-borne illness. LMB works hard to prevent food contamination by working with professional caterers and requiring riders to practice personal hygiene. Frequent

hand washing and sanitizing is essential. Riders are required to use hand sanitizer at all SAG stops and before entering each meal service area. Those who refuse to do so will not be served.

If you begin exhibiting symptoms of food-borne illness (abdominal cramps, vomiting, diarrhea, severe headache etc.), notify the tour staff immediately. If you do become sick, try to isolate away from other participants to prevent passing it to them.

### **Direct/Indirect Contact**

Direct contact occurs when a disease-causing organism is passed from one person directly to another by contact. Examples are contacting infected bodily fluids, feces, and skin to skin contact. The common cold, chicken pox, hepatitis, measles, and previously discussed food borne disease can be transmitted in this manner.

Disease causing organisms can also be passed by indirect contact or respiratory droplets. They may linger in the air or on objects like a tabletop, light switch, dispensers, faucet or toilet handles and door knobs. Inhaling droplets or touching a contaminated item and then touching your mouth, nose or eyes with unwashed hands may transmit the disease to you. Diseases like flus, meningitis, and Covid-19 can be transmitted in this manner.

If you begin exhibiting symptoms (severe headache, sore throat, fever, fatigue, body ache, runny nose, etc.), notify the tour staff immediately. If you do become sick, try to isolate away from other participants to prevent passing it to them.

### **Priority Text Alerts**

At Orientation all participants will be asked to join our text alert system. LMB uses this system to transmit alerts on weather, route changes or closures, road conditions and other urgent safety issues. This is a free service but standard text messaging rates may apply. Sign up by texting WestLMB to 84483 during or after orientation.



This will be used exclusively for the Shoreline West tour and will not add you to any other mailing lists. To learn more please visit [www.LMB.org/alerts](http://www.LMB.org/alerts)



## LMB SAFETY PLEDGE

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### I WILL RIDE SAFELY

- Wearing a helmet every time I ride.
- Obeying all Michigan traffic laws.
- Riding predictably by maintaining my line, avoiding sudden stops and direction change.
- Riding as far to the right as is safely practicable.
- **Never riding more than two abreast.**
- Riding single-file whenever there is vehicle traffic behind me.
- Announcing myself as I pass other riders, and yielding to those who pass me.
- Staying well off the road whenever I stop.
- Being vigilant at all intersections.
- Using caution when riding over gravel, sand, rough roads, in rain/fog, or down steep hills.
- Eating and drinking frequently.
- Signaling other riders of dangerous road conditions.

### I WILL RIDE DEFENSIVELY

- Being 360 degrees aware of riders, vehicles, pedestrians, and road hazards.
- Using common sense and courtesy towards motorists and other cyclists.
- Communicating my intentions to drivers by signaling and maintaining eye contact.
- Communicating with other riders. Riding predictably by maintaining my line, avoiding sudden stops and direction change, and maintaining a comfortable follow distance at all times.
- Wearing bright clothing so that I am visible.
- Riding with proper lighting from 30 minutes before sunset to 30 minutes after sunrise.
- Being alert for opening car doors.
- Controlling speed and being extra vigilant during downhills.
- Using caution around aggressive dogs: Some suggestions are to stop pedaling and coast, yell "no" in a commanding voice, or squirt them with your water bottle. If forced off your bike, keep the bike between you and the dog. Report the incident to authorities.

### I WILL FOLLOW THE TOUR CODE

LMB works to make every tour fun, interesting and memorable. How each individual defines those qualities varies. The Tour Code will help make the tour live up to your expectations.

I WILL -

- Come ready to ride the miles. Be able to ride 65 hilly miles for 7 days in the middle of summer.

- Experience bike-joy. That feeling of freedom, independence and exploration that all bicyclists share.
- Bring the curiosity of a child and the wisdom of a Sage.
- Respect the privacy, space, property and beliefs of everyone.
- Uphold the law.
- Help others.
- Enjoy myself, but not at the expense of others.
- Be Kind.

## **REMOVAL FROM PARTICIPATION**

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**The Tour Manager may eject any participant if they believe that persons continued participation in the tour may endanger or be detrimental to themselves, others or LMB.**

Participants who are ejected from the tour must immediately leave the campsite and route. Ejected participants forfeit all paid fees and are responsible for their own transportation and accommodations from the moment they are removed from the tour. The Tour Manager may at their discretion provide additional assistance to assure the safety of the ejected participant.

A few examples of why participants have been removed from the tour:

- Violation of the rules set forth in this document.
- Violation of local, state or federal laws and ordinances.
- Repeated inability or unwillingness to complete the daily mileage within route hours for any reason.
- Harassment or disruption of participants or staff.
- Failure to obey directions of tour staff.

**By signing the LMB Release and Waiver, you agree to obey the Safety Pledge and follow the Tour Code.**

## CANCELLATION AND REFUND POLICY

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### PERSONAL CANCELLATION:

We understand things happen in life and sometimes you have to cancel your registration. We want to make it as easy as possible to do so. Please note we do not make individual exceptions in our cancellation policy (including family, medical, or employment situations). To protect your investment, we recommend discussing insurance with your trusted provider THAT SPECIFICALLY PROVIDES REFUNDS FOR PERSONAL AND TOUR CANCELLATIONS

### Single Day Events

**A 100% transferrable credit is available** for anyone who wishes to defer their participation to a future LMB event or transfer the credit to another person provided the request is made at least 15 days before the event. This includes the price of any add on items including bus, ferry, and extra baggage fees. This does not include any merchandise, credit card or banking fees.

**Cancellation requested within 30 days of registering** for the event will be granted a full refund. This includes the price of any add on items including bus, ferry, and extra baggage fees. This does not include merchandise, credit card or banking fees.

**Cancellation requested after 30 days of registration** and at least 15 days before the event will be issued a refund less a \$25 cancellation fee for each registration. This includes the price of any add on items including bus, ferry, and extra baggage fees. This does not include merchandise, credit card or banking fees.

**There are no refunds or transferrable credits for cancellation requests made less than 15 days prior to the event.** This includes the price of any add on items including bus, ferry, and extra baggage fees, merchandise, credit card or banking fees.

There are no refunds for any ordered merchandise, credit card or banking fees. Any ordered merchandise will be shipped directly to the participant as soon as possible after the merchandise arrives at LMB offices.

**No refunds or credits will be issued during the event for any reason, including:**

- Participant arrived late to the event.
- Participant departed early from the event.
- Participant was asked to leave the event by LMB.
- Participant paid for food, lodging, transportation, tickets or any other items which they did not use.

We do not make individual exceptions to our cancellation policy for any reason (including family, medical or employment situations and emergencies). To protect your investment, we strongly recommend insurance. Please consult with your trusted insurance provider.

Cancellation requests must be made in writing or via email to [tours@LMB.org](mailto:tours@LMB.org). Please make sure any request made by traditional postal service are postmarked as this is the date used to determine the refund. Otherwise, the date will be determined by the date of receipt at the LMB office.

Please allow 30 days for processing. Due to limited staffing, refund requests made within 30 days of the tour may be held for processing until the conclusion of the tour.

### **Multi-Day Tours**

**A 100% transferrable credit is available** for anyone who wishes to defer their participation to a future LMB event or transfer the credit to another person provided the request is made at least 15 days before the event. This includes the price of any add on items including bus, ferry, and extra baggage fees. This does not include any merchandise, credit card or banking fees.

**Cancellation requests made within 30 days of registering for the event will be granted a full refund** as long as the request occurs 15 or more days before the start of the tour. This includes the price of any add on items including bus, ferry, and extra baggage fees. This does not include merchandise, credit card or banking fees

**Cancellation requests made more than 30 days after registering and more than 30 days before the start of the tour**, will receive a 70% refund as long as the request occurs 15 or more days before the start of the tour. This includes the price of any add on items including bus, ferry, and extra baggage fees. This does not include merchandise, credit card or banking fees.

**Cancellation requests made more than 30 days after registering and less than 30 days before the start of the tour**, will receive a 50% refund as long as the request occurs 15 or more days before the start of the tour. This includes the price of any add on items including bus, ferry, and extra baggage fees. This does not include merchandise, credit card or banking fees.

**There are no refunds or transferrable credits for cancellation requests made less than 15 days prior to the event.** This includes the price of any add on items including bus, ferry, and extra baggage fees, merchandise, credit card or banking fees.

There are no refunds for any ordered merchandise, credit card or banking fees. Any ordered merchandise will be shipped directly to the participant as soon as possible after the merchandise arrives at LMB offices.

**No refunds or credits will be issued during the event for any reason, including:**

- Participant arrived late to the tour.
- Participant departed early from the tour.
- Participant was asked to leave the tour by LMB.
- Participant paid for food, transportation, tickets or any items which they did not use.

We do not make individual exceptions to our cancellation policy for any reason (including family, medical or employment situations and emergencies). To protect your investment, we strongly recommend insurance. Please consult with your trusted insurance provider.

Cancellation requests must be made in writing or via email to [tours@LMB.org](mailto:tours@LMB.org). Please make sure any request made by traditional postal service are postmarked as this is the date used to determine the refund. Otherwise, the date will be determined by the date of receipt at the LMB office.

Please allow 30 days for processing. Due to limited staffing, refund requests made within 30 days of the tour may be held for processing until the conclusion of the tour.

### Credits

A 100% transferrable credit is available for anyone who wishes to defer their participation to a future LMB event or transfer the credit to another person provided the request is made at least 15 days before the event. This includes the price of any add on items including bus, ferry, and extra baggage fees. This does not include any merchandise, credit card or banking fees. Requests must be made in writing or via email to [tours@LMB.org](mailto:tours@LMB.org). Please make sure any request made by traditional postal service are postmarked as this is the date used to determine transfer eligibility. Otherwise, the date will be determined by the date of receipt at the LMB office.

### Transfers:

Riders who are unable to participate in Shoreline West may transfer their registration to another rider until 14 days prior to the start of the tour. Transfers may be made for any reason. **LMB will not act as an agent in any financial transactions between riders. Riders assume all risks in these transactions.**

Transfer requests must be made in writing or via email to [tours@LMB.org](mailto:tours@LMB.org). Please make sure any request made by traditional postal service are postmarked. This is the date used to determine the refund. Otherwise the date will be determined by the date of receipt at the LMB office. LMB will not act as an agent in any financial transactions between riders. Riders assume all financial risks in these transactions.

Both riders must notify LMB of the transfer in writing via email to [tours@LMB.org](mailto:tours@LMB.org). Make sure to include the following details:

- The original rider must include their name, valid email address, phone number and complete mailing address.
- The new rider must include their name, valid email address, phone number, complete mailing address, an emergency contact including name, email, mailing address and phone number.

Any add on purchase, transportation, or upgrade options desired by the new rider which was not included in the original rider's registration, may be purchased by visiting LMB.org and navigating to the store page.

LMB cannot guarantee the correct t-shirt size for the transferee.

**In the event that a ride is full and a wait list is being maintained, no transfers will be permitted.**

## **TOUR CANCELLATIONS**

**The League of Michigan Bicyclists (LMB) reserves the right** to cancel ANY tour due to low enrollment in which case the participant's fees will be refunded in full less credit card and banking fees. You release and hold LMB harmless for any costs or damages incurred as result of cancellation or rerouting of a LMB Event due to low enrollment.

**The League of Michigan Bicyclists (LMB) may cancel or reroute any and all events or tours due to the occurrence of any force majeure event or credible threat thereof**, including but not limited to any Act of God, government action or inaction, fire, earthquake, acts of civil or military authority, casualty, flood, war, terrorist attack, epidemic, insurrection, civil unrest, strikes or other labor activities or any other similar cause beyond the reasonable control of LMB, including environmental conditions that might threaten the health and safety of Event participants, volunteers or staff. You understand and agree that your registration fees and other costs will not be refunded by LMB if all or any portion of an LMB Event is cancelled or rerouted due to a force majeure event. You release and hold LMB harmless for any costs or damages incurred as result of cancellation or rerouting of an LMB Event due to a force majeure event.

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