



2018 CHINO CORPORATE CHALLENGE RULES AND GUIDELINES HANDBOOK



GETTING STARTED

To ensure a successful Corporate Challenge, it is suggested that organizations appoint a Team Coordinator who will serve as a liaison between Corporate Challenge staff and the participating organization. As a liaison, you will be responsible for ensuring that your team submits entry forms, rosters, fees, and waivers in a timely manner. Additionally, you will encourage sportsmanship among your team and ensure all team members receive the Corporate Challenge activity rules and guidelines.

EVENTS/ACTIVITIES

Corporate Challenge offers a wide variety of games and sport activities for all skill levels. This year's competition will include the following activities:

Opening Day Games (Relay Run, Tug-of-War, and Cornhole)		
Golf	Darts	Horseshoes
Game Night (Scrabble, Dominoes, Yahtzee, Bingo, Bunco, and Shuffleboard)		
Boat Races	Bowling	Trivia Night
Coed Softball	Billiards	Basketball
Casino Night (Roulette, Blackjack, Craps, and Money Wheel)		
Texas Hold'em		Volleyball

AWARDS

Individual Medals: Medals will be awarded to the first, second, and third place finishers in each category within an activity.

Event Plaques: Teams with the most points accumulated for each event will be given the event plaque at the Closing Ceremony on **Friday, May 11**.

Overall Award Winners: Awards will be given to the teams finishing first, second, third, and fourth place in the overall competition at the Closing Ceremony on **Friday, May 11**.

Sportsmanship Award: Award will be given to the team that represents the following characteristics throughout the two-week competition:

Team Spirit	Participation in Events	Sportsmanlike Conduct	Enthusiasm
Team Conduct	Volunteerism	Administrative Support	Having Fun!

FEES

Teams may compete in all Corporate Challenge activities for an entry fee of \$700, except golf. To participate in golf, additional fees are required.

- Golf fees of \$36 per golfer.
- Golf fees are due to the Corporate Challenge Coordinators by **Wednesday, April 25.**

A forfeit fee of \$25 per team for Basketball, Softball, and Volleyball must be paid to Corporate Challenge. If team does not forfeit their games, forfeit fees will be returned to the Team Coordinator.

SCORING SYSTEM

First Place	10 Points	EVERY POINT COUNTS! As in the past, every point earned will be added to your organization's overall point total for the entire competition.
Second Place	8 Points	
Third Place	6 Points	
Fourth Place	3 Points	
Fifth Place	1 Point (0.5 pt in the event of a tie)	

TIE BREAKERS

If a game should result in a tie, specific game appropriate tie breaker rules have been established. See individual tie breaker rules on each rule sheet.

In the event that there is a tie in the final standings, the final tie breaker will be the overall number of gold medals won throughout the entire competition. If counting gold medals still results in a tie, next tie breaker will be overall silver medals; then bronze medals.

FORFEITS

Forfeit time for events is the printed competition time. Unless a team makes arrangements otherwise, teams that forfeit their first game in a double elimination forfeit will automatically forfeit their second game from the losers bracket.

ROSTERS

Team Coordinators are required to submit team rosters and waivers to Corporate Challenge staff. Rosters and waivers will not formally be official until reviewed and approved by Corporate Challenge staff.

Rosters are due Monday, April 23, 2018. All deadlines will be enforced; no exceptions!

A person whose name is not on the team roster by the established deadline may not compete. Waivers may be completed at the event sites, should one not be submitted before the deadline. **However, if they are not on the roster, they will not be permitted to participate.**

All rosters need to be **TYPED** and list participants' names (last, first) in alphabetical order. Companies are encouraged to produce a computer generated roster.

ELIGIBILITY

If the Corporate Challenge participation level exceed limits, priority will be given to Chino-based organizations. However, an emphasis on registration dates will also be considered.

All employees are eligible to participate in Corporate Challenge if they are a minimum of 18 years of age, **present a picture ID** at each event check-in station, and meet one or more of the following:

- **Full-time Employee:** Individual who works between 35-40 hours a week and has been on the payroll 30 days prior to the start of Corporate Challenge.
- **Part-time Employee:** Individual who works a minimum of 10 hours a week and has been on the payroll 30 days prior to Corporate Challenge.
- **Spouse/Partner:** Individual who is legally married to, a registered domestic partner of, or a cohabitant with an employee of the company/organization. Spouses, Domestic Partners, and Cohabitants are limited to participating in the team events, that include Volleyball, Basketball, Softball, Tug-of-War, or 5K Relay Run. Team sports are limited to three spouses per event.
- **Retirees:** Must be receiving retirement benefits from their company in order to be eligible.
- **Recognized Officer:** An individual who was elected by or officially appointed by the public or appointed to hold office for a private company.
- **Contracted Employees:** Contractor must provide a service directly to the participating company. The service must be for a minimum period of six months of which April and May must be included. Only persons who personally provide the service are eligible.
- **Small Companies:** Small companies may combine as one team as long as neither company has 30 or more qualified employees. Combined team total may not exceed 50 participants. A Team Coordinator should be designated to represent the combined team.

Individuals may compete on only one company team throughout Corporate Challenge.

WAIVERS/HOLD HARMLESS AGREEMENTS

All participants listed on team rosters are required to complete a ***Hold Harmless Waiver***. Team members will not be cleared to participate until the completed waiver is submitted and on file with Corporate Challenge staff.

All Team Coordinators are required to submit waivers by the established deadline. Waivers should be organized alphabetically. Waivers will be allowed to be filled out the day of the events, but names will not be added to the roster.

GAME EQUIPMENT/SUPPLIES

Teams are required to supply their own equipment and uniforms, unless otherwise noted in specific activity rules. Same color shirts are required for some team events. Personal equipment is not allowed in Boat Races or Horseshoes.

ACTIVITY RULES

Each Team Coordinator will receive rules for each Corporate Challenge event. However, Corporate Challenge rules are subject to change with notice and officials' decisions made at activity sites are final.

PROTESTS

All activity protests will be reviewed by the site supervisor and ruled on immediately. Judgment calls made by game officials are final.

ALCOHOLIC USAGE

As a reminder, alcoholic beverages are **NOT PERMITTED** on any Chino Valley Unified School District or City of Chino property. Individuals or teams breaking this rule will be disqualified.

DISQUALIFICATION

The City of Chino has the right to disqualify any team or participant from any or all events. Unsportsmanlike conduct, profanity, delay of game, aggression, excessive arguing, and/or threats to any opponent or any Corporate Challenge Official may result in disqualification with or without warning.

SPORTSMANSHIP AWARD GUIDLINES

At the Closing Ceremony, the Sportsmanship Award will be given to the team that has shown exceptional spirit and sportsmanship.

Some areas evaluated for the Sportsmanship Award include:

Administrative Support

- Registration turned in on time
- Rosters and waivers turned in on time
- Attendance at Team Coordinator meetings
- Paying fees on time

Event Support

- Opening Ceremony participation
- Volunteers
- In-kind services
- Big Cheese involvement
- Closing Ceremony participation

Sportsmanship

- Spectators
- Good sportsmanship toward teams, spectators, and officials
- Participation in individual events
- Participation in team events
- Abiding by rules and guidelines
- Uniform/team t-shirts