



## Instructions for Kayak Check-In and Inspection

Kayaks are unloaded roadside at the Kayak Drop Off area. A beach TRAFFIC MANAGER helps keep the kayaks organized as much as possible.

### Procedure:

1. Paddler brings vessel to **Inspection Area**. Vessel must be in from road as far as possible.
2. Then, Paddler gets in line at Vessel **Check-in Table**:
  - Check that **Emergency Contact** is accurate
  - Check that **Event Waiver** has been signed (if not, have them sign)
  - If in order, release **Vessel Bib** number (matches swimmer number) clipped to pre-filled **Inspection Sheet** to the next available Kayak Inspector
  - Reminds paddler that they are entitled to pick up a free event t-shirt at the Swimmer Tent at the Finish Line
4. Paddler then returns to his or her vessel to **wait for the inspector**.
5. Once available, the inspector:
  - Hands Paddler a copy of the laminated **Escort Instructions** to read.
  - **Inspects the vessel/paddleboard**, making sure it meets the requirements noted on the inspection form (seaworthy, 2 Personal Floatation Devices, whistle, paddle)
  - Asks Paddler if he or she has **any questions** regarding info on laminated card
  - **SIGNS AND DATES INSPECTION FORM**
  - **Affixes bib to the paddler's life vest** through the armholes so that it is legible on the paddler's **BACK**.
  - Makes sure Paddler has a **whistle** attached to life vest.
  - Hands **signed Inspection Form** to Paddler.
  - Reminds paddler that it is his/her responsibility to figure out with their swimmer how they will locate one another in the water.
  - Reminds paddler to **ALWAYS YIELD TO SWIMMERS**
6. Paddler then moves inspected vessel to the **Ready Area** – ACCORDING TO WAVE #  
**Wave 4 = Orange cap Wave 5 = Green cap**
7. Paddler MUST give signed Inspection Form to their swimmer immediately, as **THE SWIMMER CANNOT CHECK IN UNTIL HE/SHE HAS THE INSPECTION FORM IN HAND**.
8. Make sure all Paddlers know that **PADDLERS SHOULD NOT ENTER WATER UNTIL CALLED**. Paddlers should paddle out and let swimmers find them.