Montana Law Enforcement Torch Run
Leg Leader Quick Guide

1. RECRUIT RUNNERS

1. Each Torch Runner **must** complete the Intent to **Participate and sign the Waiver & Release of Liability** found below and the Runner Packet and return to the Leg Leader prior to participating

2. Before your scheduled date, you will need to order **long-sleeve Guardian Shirts** through the for those Torch Runners who raise $100 and above. Order shirts Online at **https://go.somt.org/2023LETRShirts.** Please give at least **2 weeks** pre-run date for delivery. Let **Amy Bliss** (abliss@somt.org) know if you have any questions.

3. Using the **Pledge Form** to track each donation, Torch Runners can raise funds by…
    - Collecting pledges
    - Selling the short-sleeve LETR T-Shirts for $20
    - Online Fundraising **https://go.somt.org/2023TorchRun**

4. Torch Runners must turn in Pledge Form and money to Leg Leader on the day of the Run.

5. Leg Leaders will turn in Pledge Forms, money and the Intent to Participate / Waiver & Release of Liability to Special Olympics Montana before **June 1st**.

6. Each Torch Runner and Leg Leader will need to visit **https://go.somt.org/2023TorchRunIncentives** to order their additional **incentive items** by **June 15th**. Total amount raised by each Torch Runner will determine incentive level. Total amount raised by Leg will determine incentive level for Leg Leader. Incentives will be mailed directly to each Runner or Leg Leader.
    - All checks must be made out to Special Olympics Montana or SOMT.
    - All Pledge Forms, Intent to Participate Waivers and T-shirt Reconciliation forms must accompany funds.

Law Enforcement Torch Run for Special Olympics Montana
710 1st Ave N Great Falls, MT 59401 **Tel** (406) 315 4212
www.somt.org **Email** abliss@somt.org **Facebook** MTLETR
Special Olympics Montana, Inc is a non-profit 501c3 organization. Tax ID # 81-0367064
Created by the Joseph P. Kennedy Jr. Foundation for the benefit of persons with intellectual disabilities

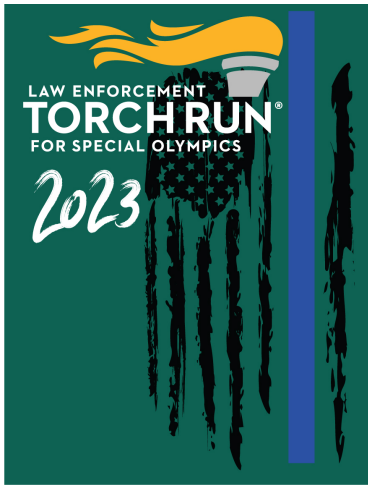
2. **ORGANIZE ROUTE**
   a. Safety First!
   b. Have Law Enforcement escorts available.
   c. Provide support vehicles for water, high energy drinks, rest for runners. So legs use RVs for this.
   d. Organize media coverage. The SOMT state office can help with this, if needed.
   e. Contact local Special Olympics programs/teams and schools to support Torch Run.
      i. Let **Amy Bliss** at the state office know if you need help with this (Abliss@somt.org).
   f. Coordinate with neighboring leg leaders on torch and banner pass off details. See the Master Torch Run schedule for contact information.
   g. Schedule an end of leg BBQ gather for community. the Special Olympics Area can help with this (Optional)

3. **T-SHIRT SALES**

   NEW: To help reduce t-shirt expenses, you must pre-sell the MT LETR T-Shirts **BEFORE** placing your order

- Place order for **Pre-Sold** short-sleeve t-shirts at https://go.somt.org/2023LETRShirts
- Shirts will be shipped directly to you. Please allow at least **2 weeks** for delivery.
- Sends t-shirt funds to Special Olympics Montana as soon as possible using the T-Shirt Reconciliation Form **and** include the Pledge Form

Special Olympics Montana
Attn: LETR – T-Shirt Sales
710 1st Ave N
Great Falls, MT 59401



Short Sleeve T-Shirt Order Form Tracker

LAW ENFORCEMENT TORCH RUN® FOR SPECIAL OLYMPICS MONTANA

Name	S	M	L	XL	2X	3X	4X	Total # of Shirts	Amount Due	Amount Paid	Rec Shirt (Y/N)
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
									$	$	
QUANTITY NEEDED									$	$	

Make checks payable to Special Olympics Montana

INSTRUCTIONS

1. Pre-sell the MT LETR Short-Sleeve T-Shirts for $20 each.
2. Place order for sold shirts at https://go.somt.org/2023LETRShirts
3. Shirts will be shipped to you.
4. Send funds to Special Olympics Montana with Pledge form & T-shirt Reconciliation form

SHIP TO:

Name: _____

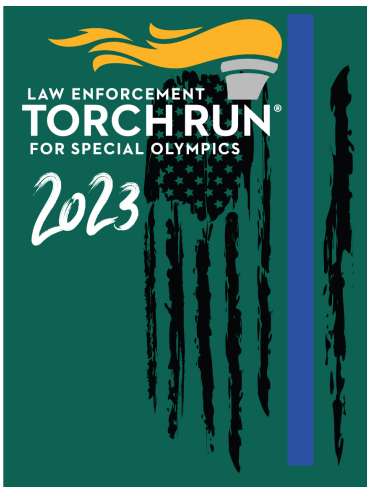
Agency: _____

Address: _____

_____

Phone: _____

Email: _____



LAW ENFORCEMENT TORCH RUN®
WAIVER & RELEASE FORM

Plungers under 18 must have a parent or guardian sign this waiver and return it to the SOMT State Office using one of the methods below:

Mail: PO Box 3507 Great Falls, MT 59403 -or- Email: abliss@somt.org -or- Text image of form: 406-564-2072

Participant's Name _____ **Phone** _____

Mailing Address _____ **Email** _____

City _____ **State** _____ **Zip** _____ **Birthday:** _____

Torch Run Leg_____

Waiver & Release of Liability, Assumption of Risk and Indemnification Agreement.

In consideration of participation in the Law Enforcement Torch Run® ("Event") to benefit Special Olympics Montana, I represent that I understand the nature of the Event and that I and/or my minor child am qualified, in good health, and in proper physical condition to participate in such Event. I acknowledge that if I and/or my minor child believe Event conditions are unsafe, I and/or my minor child will immediately discontinue participation in the Event.

I fully understand that Event involves risk of serious bodily injury, including permanent disability, paralysis and death, which may be caused by my own actions, or inactions, those of others participating in the Event, the conditions in which the Event takes place, or the negligence of the "releasees" named below; and that there may be other risks either not known to me or not readily foreseeable at this time; and I fully accept and assume all such risks and all responsibility for losses, costs, and damages I and/or my minor child incur as a result of my and/or my minor child's participation in the Event.

I hereby release, discharge, and covenant not to sue Special Olympics Montana, Law Enforcement Torch Run®, Special Olympics, Inc., host city and their respective administrators, directors, agents, officers, volunteers, and employees, other participants, any sponsors, advertisers, and if applicable, owners and lessors of premises on which the Activity takes place, (each considered one of the "RELEASES" herein) from all liability, claims, demands, losses, or damages on my account caused or alleged to be caused in whole or in part by the negligence of the "releasees" or otherwise, including negligent rescue operations; and I further agree that if, despite this release, waiver of liability, and assumption of risk, I, or anyone on my and/or my minor child's behalf, makes a claim against any of the Releasees, I will indemnify, save, and hold harmless each of the Releasees from any loss, liability, damage, or cost which any may incur as the result of such claim.

I have read this RELEASE AND WAIVER OF LIABLITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT, AND PARENTAL CONSENT AGREEMENT, understand that I have given up substantial rights by signing it and have signed it freely and without any inducement or assurance of any nature and intend it be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

_____ _____

Signature of Participant Date

_____ _____

Printed Name of Parent or Legal Guardian
if participant is under 18 years of age

Signature of Parent or Legal Guardian
if participant is under 18 years of age