

2012 PREVEA TRAINING RUNS

INSTRUCTIONS FOR WATER STATION DELIVERY/PICK UP TEAMS

SET UP DIRECTIONS

1. Meet the organizers at the start/finish to pick up the rental truck.
2. Drive to the stations in the order described each week.
3. Unload the items listed on the delivery sheets.
4. Set up the folding table.
5. Set the coolers on the “back side” of the table.
6. Pour the Gatorade concentrate into 2 of the coolers (if not done already).
7. Set up the garbage container approximately 5 feet past the table according to the flow of runners. Open one bag and place it inside the container. Place a spare garbage bag in the handle or on the side of the container.
8. Place a few reams of cups on top of the table with pitchers on each side and leave the other reams of cups beneath the table.
9. Depart the station.
10. Continue this process until you arrive at your assigned station. Staff your assigned station according to the station instructions.

PICK UP INSTRUCTIONS FOR EACH STATION

1. Dump any cups remaining on the table onto the ground and discard them.
2. Pick up any cups left on the ground and throw them in the garbage.
3. Tie up the garbage bags.

*****IMPORTANT! Follow steps 4 and 5 in the order described!*****

4. Dump any leftover GATORADE in the coolers onto the ground.
5. Dump any leftover WATER into the Gatorade coolers to flush them out and/or onto the folding table to clean it. Then dump that water onto the ground.
6. Place any full or partial reams of leftover cups into the cup bin.
7. Place the plastic folding table, mixing wand, pitchers, and garbage container back into the rental truck.
8. Leave nothing behind and depart.
9. Close the remaining stations by order of which ones are done earliest. This schedule is provided on the weekly instruction sheets.
10. Return to the start/finish area.