

# CORPORATE 5KM BUSINESS RUN CHALLENGE

## EVENT GUIDE

Corporate Challenge Wellington  
Waitangi Park - Wednesday, November 11<sup>th</sup>  
Race Start: 6:30pm

Hi everyone and welcome to the 2020 Corporate Challenge Wellington. This event guide is distributed in electronic form to all team managers. The information in this guide will help make the most of the event and answer any tricky last-minute questions you might have. Please feel free to share it with your team mates.

OK, let's get down to business ...

### RACE PACKS

Provided your team has at least 4 members, we will courier your race packs and all other materials directly to your business address (note: we cannot ship to PO Box numbers). We aim to send these 10 days out from the event and you should receive them by the Friday prior to the event. Look out for a confirmation email with your courier tracking number on it.

### What's Inside?

Inside your parcel, you'll find the following items:

- Team List: Please check all your team members are included and check that anyone eligible for the CEO challenge has been noted as a CEO (eligibility is CEO, CFO, MD or Senior Partner)
- Race Number: one for each competitor
- Timing Tag: Affixed to the back of your race number
- Cap or Visor
- Sports Towel

### RACE NUMBERS

Each person taking part in the event is allocated a specific race number which must be worn on the front of their shirt. Use safety pins to attach the number to your shirt. We have included some safety pins in your race pack, but we will have plenty at the event on the night just in case anyone needs them (let's do!).

For each competitor registered prior to the close of team entries (14 days prior to the event), your team name and first name will be printed on the race number. This is just for fun and part of the team spirit of the event. Last minute entries will have space to write in their name and team if they wish – get busy with a sharpie!

**Important!** Keep your race number safe! All race numbers include your integrated timing tag on the back. We charge \$10 for replacement numbers so do not lose or forget them!

### TEAM MEMBER CHANGES

With the best will in the world, there is always a chance that someone in your team will not be able to make it on the night. Although we are not able to offer refunds after the team closing date, you are welcome to find someone else to take their place. However, it is very important that you let us know the details of this change as it can affect the overall results.

**Important!** Even the most insignificant change to your team can affect the overall team results and cause the wrong awards to be announced. Please, please, please – tell us of any changes so we can get things right on the night. There is nothing worse than the boss getting called up as “the fittest CEO in the city” when they spent the whole night manning the BBQ with a busted knee.

**Important!** We do not issue new race numbers for replacement team members so the race number might have the wrong name on it. It's just for fun so they can keep it as is or put tape over the name and write in their own.

## LATE ENTRY

It's not too late to give those last few hold outs a kick up the behind and get them involved! We can process late entries right up until 6pm on race night, but we do require that the team manager submits them. Register with the online registration entry form or login to the team manager's my.runningevents account to upload a new spreadsheet if you have a few to enter.

**Important!** We will do our best to find an event cap/visor and sports towel for all late entrants, but we cannot guarantee this.

## EVENT CAP / VISOR & SPORTS TOWEL

Your entry fee includes a cool, breathable run cap....or a speedy, stealthy visor!

All teams have been given both styles for you to divide between your team members. Both are awesome!

Also included in the entry is a free Sports Towels. Colours may differ to that shown.

*Each team member will receive a free cap or visor with their registration (we'll send you an equal number of each with your team race packs).*



## TENT/BBQ SITES

It has long been a tradition for teams to bring along a pop up tent and BBQ for their team to gather around before and after the event and we thank Wellington City Council for continuing to allow this.

**Important!** All teams should be aware that the race venue falls within the Wellington inner-city liquor ban area and the event does not have an alcohol license.

There is no charge for tent sites and they are not pre-allocated prior to the event. Don't worry, there is space enough for everyone. Tent sites are allocated on a first-come, best-dressed basis. Our team will complete the initial set out of the race venue on race morning, so feel free to rock up with your tent and BBQ any time from 12 noon onwards. Our crew will be on site at all times during the day so feel free to leave your stuff (on an “all care, no responsibility” basis) early and take off back to work. We'll keep an eye on things through the afternoon.

- **Drop Off Times: Noon – 5:30pm**
- **Collection Times: 8pm – 9pm**

**Important!** There are strictly no vehicles allowed to remain on the playing fields during the event. This is a requirement of our council permit and we cannot offer any flexibility on this whatsoever. Therefore, every single vehicle must be off the grass by 5:30pm at the latest and not return until after the awards ceremony concludes at 8pm.

**Important!** It is a stipulation of our council permit that a protective tray (cardboard or tarp is OK) is placed under all BBQs.

For those who like a bit of weightlifting to go with their running, you are more than welcome to carry or wheel your tent and BBQ onto and off the race site at any time.

**Important!** Fancy a bit of help to take the stress out of

organising? Rent one of our 3m x 3m tents for \$195 and we'll put it up for you in a prime spot. We'll even throw in a table and some chairs. You just need to turn up with eskie and you're good to go. Rental tents are in strictly limited numbers so use the Contact Form on the web site quick-smart if you fancy one.

## GETTING TO THE EVENT & PARKING

The event base is stunning Waitangi Park, right on Wellington's wonderful waterfront. For most teams, it will be a short 5-10 minute walk/jog to get to the venue – the perfect warm up! For those further afield, we strongly encourage you to car pool to ease congestion around the site.

### Parking

There are several public car parks within easy reach of the event venue. Car pool with your team mates and the parking will cost you less than a half decent cup of coffee each ... and, oh so much less stress. If you want to try for street parking, expect to have a bit of a walk.

## EVENT SCHEDULE

Race start is 6:30pm and we wind up the event with an awards ceremony and a few spot prizes. This normally concludes around 8pm although many teams wait around afterwards for a drink and to trade war stories.

The full schedule for the day looks like this:

- **Noon** – Venue open for tent/bbq drop off
- **Noon** – Late registration and pack pick up open
- **5:00pm** – Teams start to arrive
- **5:30pm** – Team photos begin at finish line
- **5:30pm** – All vehicle removed from race site
- **6:10pm** – Last chance for team photos
- **6:20pm** – Safety briefing
- **6:25pm** – Warm up
- **6:30pm** – Race Start
- **7:25pm** (approx.) – Final finisher
- **7:30pm** – Awards Ceremony begins
- **8:00pm** (approx.) – Awards Ceremony ends
- **8:00pm** – Site open for tent/bbq collection
- **8:30 pm** – Event concludes
- **9:00 pm** – Site cleared

## TOILETS

A number of portaloos will be located on one corner of Waitangi Park. They are hard to miss. This is also approximately half way of the 5km course so it provides an

additional opportunity for relief mid-event!

Around the site you will also find public facilities at the skateboard park and also on the northern side of the park between the park and the water. For those unfamiliar with running events, it is a long and dearly held tradition of runners to wait until the last possible moment to “take care of business” - and then moan loudly about the queues because everyone else in the event decided to do the exact same thing. Don't make this rookie mistake, get your business concluded nice and early and you'll be hammering the star jumps during the warm up whilst others are cross-legged in the loo queue.

## GEAR DROP

The vast majority of teams bring a tent with them and this is the best place to leave your gear during the event. Remember to pack a jacket or hoody as it can get cold quite quickly after you finish – especially if you are staying for the awards ceremony.

For those who don't have a team tent, an unmonitored gear tent will be available on race site. Please do not leave any valuables here. All items are left at your own discretion.

## TIMING TAG

When you receive your race number, your electronic timing tag will be attached to the back. We are using disposable stick-on timing tags and are sure you will appreciate the convenience of not having to attach a plastic tag to your shoes and then return it at the finish. All you have to remember is to secure your race number to the front of your shirt and you're all set.

**Important!** There is no need to return your timing tag.

## COURSE NOTES

The Corporate Challenge Wellington hugs the wonderful Wellington waterfront throughout. It is made of two 2.5km sections, one to the east of Waitangi Park and one to the west. The race begins in the centre of the park and after a brief run around two sides of the park, you will head east along Oriental Parade for 1.25km. As we will have runners in both directions, it's important to keep left throughout. You should also take care as you pass in front of the Freyberg Pool facility and car park. On the way back, you will be directed onto the gravel path around the south side of Waitangi Park to commence the second half of the route.

The final 2.5km are a tour of Wellington's waterfront highlights. Te Papa, pedestrian footbridges, The Lagoon,

Frank Kitts Park – it's all here as you wind your way to the turnaround point at Queens Wharf. You can even check up on your share price as you run in front of the NZX building!

As you complete your 5km lap, fences and flags will direct you down the final glorious 50 metres to the finish line. Put your hands in the air and say “yeah! I did it”. Grab a well earned drink from our table or head over to your team tent to hit the BBQ!

**Important!** Please be mindful of other users of the waterfront who are fully entitled to use the footpaths. Share with care and do not yell at them to get out the way. It will not affect your world record time to deviate slightly to get around any isolated group of pedestrians. The vast majority of pedestrians will happily move off the edge of the footpath as soon as they are aware of the event.

## REFUELLING STATION

Once you have exited the finish area, look out for the blue “REFUELLING” tents, marking the refuelling station. Water, bananas and R-Line sport drink are available for everyone. Please help us - and the planet - by **only taking one cup** and refilling it if you need more. We will also have banana boxes next to our rubbish bins for your food waste.

## AWARDS CEREMONY & PRIZES

The Awards Ceremony will take place in front of the main stage at 7:30pm sharp. The team at Running Events believe a good game is a fast game and we will be working hard to have it wrapped up within 30 minutes. At the same time, we want to properly acknowledge the amazing efforts of those at the sharp end so please bear with us.

Beautiful glass trophies will be awarded to:

- top male and female individual
- top male and female CEO
- top male and female teams across seven industry divisions
- overall top male and female teams will be crowned Corporate Challenge Wellington Champions for 2020

Not one of the show ponies? Don't worry, you may still be going home with a great prize. We have three Samsung Galaxy tablets to give away and one lucky competitor will go home with the amazing Garmin Forerunner GPS watch.

**Remember - you must be present at the awards ceremony to claim your prize.**







**RESULTS**

Preliminary results will be available via our Facebook page

by 9pm on the evening of the event. Like our page now for immediate notifications and early access:

<http://facebook.com/corp5k>

Results will be posted to the event web site on Thursday morning. If you see any issues with your results or believe there may be an error, please use the web site contact form and we'll get into it.

**THANKS TO OUR SPONSORS**

Without their help and support, the Corporate Challenge would be a shadow of the event it is now. Please support those who support you and our sport ...

**Associate Sponsors**

- Garmin
- R-Line Sport Drink