

Princeton A. C.

Institute Woods 6K

Crew arrival

Thank you for volunteering at the Institute Woods 6K on

The race director is

Race director cell phone:

Race director email:

**Please be sure the race director has your cell phone and email contact.** If you are not able to make it to the event, please contact the race director as soon as possible.

All crew should first check in at Friends School, 470 Quaker Road, Princeton, NJ 08540. Sign in, confirm your cell phone number, pick up your T-shirt, and receive further or detailed instructions. (Note: if you signed up within two weeks of the event, T-shirt is best efforts, not promised.)

Check in times, based on 10 AM run start

Set-up crew: 8 AM

Registration: 8:15 AM

- Registration captain should read registration instructions prior to event.

Parking marshals: 8:15 AM

Starter, Finish Line captain: 9 AM

- Starter should read starter instructions prior to event.
- Finish Line captain should read finish line instructions prior to event.

Finish line crew besides starter and captain: 9:15 AM

Course marshals: 9:15 AM

- In case of emergency on the course, marshals first contact 911.

Photographer: 9:15 AM

Scoring: 9:45 AM (Registration crew and scoring crew will often overlap.)

Break-down crew: 10:15 AM

We expect that the course will be cleared by 11 AM and nearly all break-down complete by 11:30 AM.

Thank you again. The volunteer crew makes this event possible. We strive to acknowledge that fact at key points throughout the event – at the start, at the awards, in post-event publicity.