



Trail Run Tasks and Planning

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EARLY PLANNING

Public Notice

- Gem Newsletter
- Chamber website
- CL Crier
 - Monthly till two weeks before than every post
- Email list
- Social Media
 - Facebook
- Physical Flyers
 - Post Office
 - Library
 - CL Businesses
 - Wildman's
 - Grizzly Ridge
 - AWA
 - Princess
 - Two Bros
 - Gwins
 - Sunrise
 - Brewery
 - Other Locations
 - Trail Lake Lodge
 - USFS
 - KNWR
 - Seward shops
 - ANC shops
 - Soldotna shops
 - KSRM Radio Community Event Calendar
- Website
- Alaska Runners Calendar

Prizes

- Awards
 - Medals

- K. Feichtinger burned art wood cookies for 1st place in each age category
 - 16 - 34
 - 35 - 54
 - 55 - 64
 - 65 - 74
 - 75 and up

Supplies

Aid Stations

- Water
 - 2 or more 5 Gal dispensers
- Fruit
- Bars
- Candy
- Cookies
 - Bake sale style fundraising?
- Trash cans
- Paper towels
- Hand sanitizer

Registration and Start Area

- Donation Jar
 - Preprinted donation slips for donor credit
- Registration Forms
 - Clipboards
 - Pens
 - Waivers
- Speakers and music
- CLT Info
 - Tabletop Poster
 - Handouts
 - QR Codes
- Awards for 10K finishers
- **Refreshments and Snacks**
 - Water
 - Fruit
 - Bars
 - Candy
 - Cookies
 - Bake sale style fundraising?
 - Trash cans

- Paper towels
- Hand sanitizer

5K Finish Area

- Donation Jar
- Pop up shelter
- Table for refreshments
- **Refreshments and Snacks**
 - Water
 - Fruit
 - Bars
 - Candy
 - Cookies
 - Bake sale style fundraising?
- Trash and recycling cans
- Paper towels
- Hand sanitizer

Traffic Control

- CLT Sign at registration
- Marker paint
- Flagging
- Traffic cones
- Flagger flags x 6
 - CLCC entrance gate
 - Bean Creek curve – east end
 - Bean Creek junction with Sterling Highway
 - Across from Kingfisher/Loon
 - Freeman Bridge area
- Sandwich boards
 - Bean Creek Rd and Sterling Hwy
 - Bean Creek Rd and Helen Rhode Park
 - Entrance to CLCC Hall
- DOT barricades (sawhorses) for either end of Old Sterling Highway
- Race in Progress signs
 - Freeman Bridge area
 - Cliff segments
 - Along with sandwich boards
- Starting Line – marking paint?
- Finishing Line – marking paint?

Volunteers Needed

12 people or more

- Registrars / 10K Finish Line
 - Two or more
 - Starter
 - Time and record 10K finish
 - Remain at CLCC for duration of event
- Flaggers/Trail Guides
 - Some can do both tasks
 - Six or more is best
- First Responders
- Shuttle Drivers
 - 1-2 Vans
 - Typically AWA staff and vans
- 5K Finish Line
 - Two officials
 - Timer
 - Recorder
 - First Responder
- Photography
 - Trail guides
 - Dedicated
- Cleanup
 - Finish line greeters
 - Pavilion clean up

Race Day Prep

Registration and Start Area

- Set up Registration table with
 - CLT Sign
 - Waivers, pens, clipboards
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- First Aid Supplies
 - CLES Volunteer?
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5K Finish Area

- CLT Sign
- First Aid Supplies
 - CLES Volunteer?
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- Flagging
- Traffic cones