

Thu, 06/02/22

<b><u>When?</u></b>	<b><u>Who?</u></b>	<b><u>What?</u></b>
12:00PM	Logistics Manager	Meet at Warehouse to finalize and inventory equipment for delivery
1:00PM	Power Team	Inventory and load equipment into truck at SONC headquarters
1:00PM	Waste Industries	Dumpsters delivered to the venue
1:00PM	Holiday Ice, Inc	Delivers ice trailer and ice
1:00PM	DeeJay Event Rentals	Delivers generators
3:00PM	Cart Company	Delivers golf carts (6 club cars, 1 6-passenger, 1 4-passenger)
4:30PM	Power Team	Arrive at St. Augustine's and leave truck
8:00PM		Overnight security arrives

Fri, 06/03/22

<b><u>When?</u></b>	<b><u>Who?</u></b>	<b><u>What?</u></b>
6:00AM		Overnight security leaves
8:00AM	Venue Team	Venue team arrives to prepare for setup
9:30AM		Set up begins
9:30AM	Power Team	Arrives to assist with venue set up
9:30AM	Tar Heel Challenge	Group of 8 arrives to assist with set-up
10:00AM	Raleigh Parks and Recreat	Arrives to set up tables, tents, and chairs
12:00PM		Volunteer Training
12:00PM	BluSite Solutions - Raleigh	Port-a-jons delivered
1:00PM	Tar Heel Challenge	Group departs after eating lunch
1:30PM		Set up ends
8:00PM		Overnight security arrives
10:00PM	Venue Team	Transportation puts out directional signage

Sat, 06/04/22

<b><u>When?</u></b>	<b><u>Who?</u></b>	<b><u>What?</u></b>
6:00AM		Overnight security leaves

6:15AM		Venue director arrives
6:30AM	Sound Chemistry	Arrives to set up announcers booth
6:30AM		Venue Team arrives
6:35AM	Venue Team	Radios distributed
7:00AM	Rhodes Race Timing	Timing system delivered
7:30AM		Transportation volunteers arrive - check-in with Transportation Manager
7:45AM		Ensure volunteer check-in is ready for first volunteers
7:45AM		Volunteer check-in assistants arrive
8:00AM		Medical volunteer arrives
8:00AM		Facility (except for track) opens to the public
8:00AM		Competition volunteers check in
8:30AM		Announcer arrives and meets with Andrea
8:30AM		Track opens for warm-up and staging
8:30AM		Torch Run (Leslie Moyar) arrive to set up in their tent for guest awards presenters
9:00AM	Southland Dairy Farmers	Arrives with Mobile Dairy Classroom trailer and ice cream sandwich trailers to set up and hand out ice cream sandwiches
9:00AM		First track athletes should report to staging
9:00AM	Tar Heel Challenge	Group of 10 arrives at venue to assist with logistics/transportaiton
9:30AM		Competition begins
10:00AM		Souvenir sales begin
10:30AM		Lunches delivered
11:00AM		Lunches available for athletes, coaches, etc.
2:00PM	Southland Dairy Farmers	Departs venue
3:00PM		Souvenir sales end
3:00PM	Raleigh Parks and Recreat	Arrives to tear down tables, tents, and chairs
3:00PM		Begin breaking down venue
3:30PM	Sound Chemistry	Breaks down equipment
4:00PM		Competition and awards conclude
5:00PM	Tar Heel Challenge	Departs venue

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|---------------------------------|---------------------------------------------------------------------------|
| <input type="checkbox"/> 5:00PM | Expected finish time of teardown when truck returned to SONC headquarters |
| <input type="checkbox"/> 5:30PM | Truck arrives at SONC office and equipment is unloaded                    |
| <input type="checkbox"/> 6:00PM | Overnight security arrives                                                |
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Mon, 06/06/22

**When?**                      **Who?**                      **What?**

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|----------------------------------|-----------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> 11:00AM | DeeJay Event Rentals        | Arrives to pick up generators                                    |
| <input type="checkbox"/> 11:00AM |                             | Dumpsters are picked up                                          |
| <input type="checkbox"/> 11:00AM | Cart Company                | Golf carts picked up (6 club cars, 1 6-passenger, 1 4-passenger) |
| <input type="checkbox"/> 11:00AM | Holiday Ice, Inc            | Picks up ice trailer                                             |
| <input type="checkbox"/> 11:00AM | BluSite Solutions - Raleigh | Picks up port-a-jons                                             |
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