



VOLUNTEER/VENDOR GUIDELINES

Hello,

Thank you for working with us as a vendor and/or volunteer for the 19th Annual Baron P. "Deuce" Braswell II Run/Walk Against Teen Violence and the 4th Annual Mascot Run. We know the true energy on race day stems from the volunteers and vendors who show up to make this day happen.

The morning of the event is usually a busy time. Our volunteers support a multitude of roles on race day. We begin setting up at 05:00 am or earlier. On-site race day registration for the youth 1-mile run and 5K run/walk starts at 06:30 am. So, members of the race committee and volunteers need to be on-site and ready to meet our guests.

Courtland High School is located at 6701 Smith Station Road, Spotsylvania, VA 22553.

RACE DAY -VOLUNTEERS We are asking volunteers to arrive no later than 5:00am.

- Once you arrive at Courtland High School, please proceed to your designated volunteer group. If you cannot find your group, offer assistance where it is needed.

RACE DAY - VENDORS

- **We are asking vendors to arrive no later than 6:45am and have their spaces set up no later than 7:30am.** You can always arrive earlier if you need extra time for set up. Arriving early will hopefully get you into the staging area before too much congestion and traffic builds up. Once you arrive at Courtland High School, please report to the **Vendor Check-in** tent, which is in front of the football stadium entrance. Volunteers will be there by 6:00 am to assist with any questions you may have and to take you to your assigned location.



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- If you choose to arrive after the recommended time listed above, you will not have access to the main road leading to Courtland High School. You will have to carry your supplies and equipment from the parking lot, because you will not have car access to the primary staging area.
- There is no cost to non-profit organizations to participate. “For-profit” organizations must either donate \$50 or 10% of their proceeds for the day, whichever is higher, to [The Baron P. “Deuce” Braswell II Memorial Scholarship Fund.](#)

You will need to provide your own table, chairs and a canopy tent if you desire. The remodeled Football Field is artificial turf, we have been given special guidelines from Rusty Davis, Spotsylvania County Schools, the Onsite Product Manager.

- **We are not allowed to place tents, tables or chairs on the football field.**
- **We are not allowed to drink colored beverages, especially with red dye on the football field, because it could stain the artificial turf.**
- **We can walk, run and play on the field without stipulation.**

We will have some primary vendors or race-affiliated canopy tents and tables stationed on the track in front of the stadium bleachers. The canopy tents will be weighted down with tent weights and plywood placed under each tent leg. These stipulations will not apply to most vendors because you will be positioned outside of the track/football area. If you are positioned within the track/football area as a vendor, you will be notified so you can plan accordingly. We will assist you as much as we can.

ADDITIONAL INFORMATION FOR RACE DAY:

All vehicles and vehicles used to unload supplies/equipment must be removed from the staging area by 07:15 am. Smith Station Road will be closed completely at 08:20 and portions of Smith Station Road will be closed prior to that. There will be traffic/detour signs posted. So please plan accordingly.



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The Mascot run starts at 07:45 am. The Youth 1 Mile Starts at 8:00 am and the 5k starts at 8:30. So please arrive early.

- Parking for volunteer and vendor vehicles will be available in a designated area. ***A parking pass is required to enter the park during check-in hours.*** All volunteers and vendors must have their parking passes displayed on the windshield of their vehicles. ***Parking passes will be provided closer to the event date.***

If you have any questions, please do not hesitate to call me at (cell) 915-491-6868, Dina Vales, Assistant Race Director, at (cell) 540-755-1261, or contact us by e-mail at braswellrun@gmail.com.

My contact number on race day will be my cell phone: 915-491-6868 or contact Dina Vales at 540-755-1261. If you cannot reach either of us please report to the volunteer or vendor table for assistance. Please take time to visit our website, www.braswellrun.com, and Like us on Facebook.

Take care. I look forward to seeing you.

Thank You.

Blessings~~~

Gwen

Gwendolyn S. Martinez, Race Director
LTC (ret) USA, CRNA, MHS, RN, BSN
Baron "Deuce" P. Braswell II Run / Walk Against Teen Violence
Baron P. Braswell II Memorial Fund