

# Rest Stop Supply List/Responsibility



# Supply Requirements

*(will cover up to 150 Riders):*

- (1) First Aid Kit
- (1) Folding Table
- (1) Plastic Tablecloth
- Utensil's for Spreading Peanut Butter
- (1) Bottle Hand Sanitizer
- (4) 30gal. Drawstring Trash Bags
- (2) Rolls Paper Towels or (100) Napkins
- (2) Rolls Toilet Tissue *(1 roll supplied with portajohns)*
- (20-30) Rider Returns Bags
- (1) Black Permanent Marker
- (1) Gatorade Cooler Dispenser
- Cooler *(for storing extra ice)* & Ice
- (12) Gallons Water
- (2) 51oz. Cans Gatorade
- (1) 40oz. Jar Peanut Butter
- (1) 32oz. Jar Apple or Grape Jelly
- (2) Loaves of Bread *(for sandwich making)*
- (2) Bags Fig Newton Cookies
- (12) Oranges *(cut into quarters)*
- (5 lbs.) Bananas
- (12) Packs Cheese & Peanut Butter Crackers
- (12) Packs Toasty Peanut Butter Crackers
- (18-24) Bags Mini Pretzels
- (24) Packs Peanuts *(small individual packs)*
- (3 lbs.) Candy Mix *(must be individually wrapped)*
- (2) Boxes Nutrigrain Bars
- (2) Boxes Motts Fruit Chews
- (1) Box Chewy Granola Bars
- (1) Box Graham Crackers



# Rest Stop Captain/Worker Responsibilities:

- Captain

- Make sure you have 4-6 workers per your Rest Stop and they (or their replacement) remain at your Rest Stop until advised to breakdown and cleanup. Provide a list first and last names of all workers and your cell phone number to the Rest Stop Coordinator.
- Make sure Rest Stop Workers know to arrive and be setup prior to arrival of the riders on your leg of the event
- Ensure your workers are aware as to their responsibilities: for setup, hospitality, fun and cleanup.
- Make sure all "Supply Requirements" have been met and notify the Rest Stop Coordinator 48 Hrs. prior to start of ride event. If you do not have any supply, table, cooler, gatorade dispenser, first aid kit, Homemade Goodies – notify the Rest Stop Coordinator as soon as possible and we will assist you in getting these items.
- Make sure the Rest Stop is visible to riders (*use balloons, posters, bells, whistles, have someone assigned to watch for approaching riders and wave them in, etc.*)
- Notify the Rest Stop Coordinator as soon as possible of snack, water, ice or gatorade shortages and they will be brought to you.
- Keep in contact with the SAG Vehicle to know when all riders for your ride area have passed through, once SAG Vehicle advises all riders have cleared then contact the Rest Stop Coordinator for okay to breakdown and cleanup.
- Make sure that the Rest Stop your responsible for is as clean or cleaner than when you setup – nothing is to be left behind. Any items supplied to your Rest Stop by the Rest Stop Coordinator must be returned and checked in to the start/finish Registration area.

- Workers

- Setup table, canopy, posters, balloons 30 minutes prior to start of ride in your designated location.
- Mix up and ice 5 gallons of Gatorade for incoming riders.
- Cut up and setup fruits, snack bars, cookies and Homemade Goodies.
- Setup Peanut Butter, Breads and Jelly – go ahead and make up 5-6 PBJ sandwiches and cut into halves – have ready prior to rider arrival.
- Setup a trash receptacle and keep the Rest Stop clean at all times.
- Wave in, welcome and greet riders as they approach your Rest Stop – *make them want to pull in to your Rest Stop . . . Be irresistible!*
- Offer to refill rider drink bottles, offer water, hold a bike and/or direct riders as they come in to the refueling table or portajohns.
- Riders may want to send items back to the start/finish area – workers are to provide them with a rider return bag and marker. Have the rider or you write the rider's name and a phone number on the bag. Then give the bag to the next SAG Vehicle that comes thru and they will return it to the start/finish area.
- Breakdown and cleanup your Rest Stop after receiving the go ahead from the Rest Stop Captain – everything must be removed including trash.

