



# Company Captain Checklist

Thanks for signing on as Company Captain for our Corporate 5K on May 5, 2016. Below you will find a checklist of items that need to be completed for your team to have you all ready for a great time on race day!

- Create your team online**
- Sign yourself up as a participant online**
- Pick your payment option**
- Decide to have team members pay individually**
- Pay upfront fixed number of team members, receive Bulk Registration codes**
- Invite Co-workers to join your team and have them register online**
- Order your Official Corporate Team Technical Athletic Shirt with your company logo.**
- Rent a tent for your team from our tent rental**
- Rent a Keg for your team tent from our keg rental**
- Order food for your tent from our caterer**
- Purchase Tides Tickets**