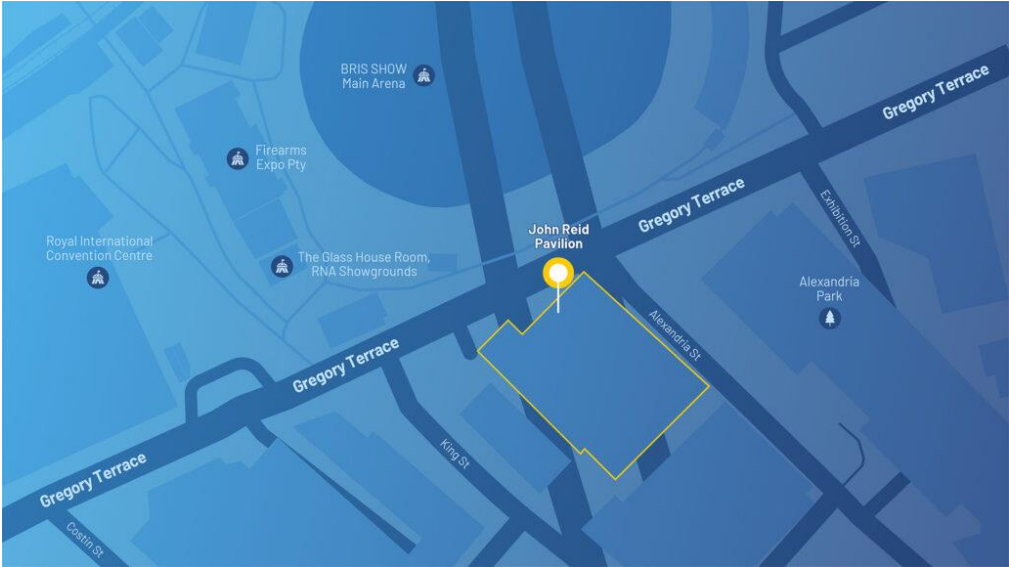




Race Office Extraordinaire's - Lets Get Down to Brisbane

Thank you for joining us at The Sunday Mail Transurban Bridge to Brisbane 2025. It is of the utmost importance that you, our participants and all spectators enjoy a safe and fun event. With this in mind, we ask that you take a few minutes to read over the following information.

DATE	THURSDAY, 11 September – 8:00AM TO 6:00PM FRIDAY, 12 September – 8:00AM TO 6:00PM SATURDAY, 13 September – 8:00AM TO 2:00PM
VOLUNTEER ROLE	Race office Extraordinaire's
LOCATION	<p>RNA Showgrounds John Reid Pavilion, Corner of Gregory Terrace and Alexandria Street Bowen Hills</p>  <p>How to get to John Reid Pavilion options can be found here: https://www.brisbaneshowgrounds.com.au/home/visit/getting-here-public-transport/</p>
HYGIENE	<ul style="list-style-type: none"> • Regularly clean your hands with fresh water and with the Sanitizer • If you are feeling unwell, please do not attend and stay at home. Please call-in advance if you are unwell so we can replace you. • Wipe down your work areas often with the disinfectant wipes available. • Practice good hand hygiene.

ROLE DESCRIPTION	<ul style="list-style-type: none"> • Distribute participant race kits • Facilitate changes to participant registration • Answer participant questions and queries where possible • Re-stock and sort race shirts and bibs
WHAT WE NEED TO GIVE TO THE PARTICIPANTS	<ul style="list-style-type: none"> • Race number (bibs) • T-shirt • Bagged newspaper (limited) • Offer participants safety pins for their bibs

STEP BY STEP ... make sure you don't get this [song stuck in your head](#)

1. Before a participant walks up to your counter, please ensure the following screen is opened on your laptop and logged in.

Bridge to Brisbane Check-In System
121.210.83.96

Find Entrant

Surname:

(Optional) First Name:

Race Number:

Date of Birth: Day Month Year

2. Once they arrive at your counter, please give them a warm welcome and ask for their 'Entry Certificate'. Most people should have this on their phone. If they don't that is fine you can search them by SURNAME & FIRST.
Please encourage the participant to find their entry certificate as it encourages them to check all of their information is correct and up to date. But if they can't find it then we can search for them manually. Keeping in mind there could be people with the same name so Its really important to click on the right person.
3. This is the Entry Certificate and how it looks for this year. You will see the important information of PARTICIPANTS Name which will help you search if you must do it manually. However, you should be able to scan their QR CODE if they display it on their phone (or when they are super-efficient and they have printed them out)



Confirmation Code **565XYZ**

Participant Name: **Kylie Davis**
Race Number
Race Date: **Sunday September 8th, 2024**
Event Entered: **Bridge To Brisbane 10km**
Start Zone: **Yellow Zone - Jogger - 10km**
DOB: **11 October 1987**
Gender: **Female**
T-Shirt Size **S**
Post or Collection: **Collect**
Address: **56 Dunmore Terrace**
 Unit 18, Auchenflower, Queensland 4066

Email Address: **kylie.l.davis@gmail.com**
Phone: **0431162717**



Thank you for entering the Sunday Mail Transurban Bridge to Brisbane!

If you have opted to have your race kit posted to you, this will commence in late July/August.

**If you have selected to collect your race kit from the Race Office,
please bring this entry certificate for proof of identity.**

**If you need someone else to collect your race pack on your behalf, please give them a copy of
this confirmation to bring along which will give them permission to collect on your behalf.**

Race Pack

It is a health and safety requirement for this event that all participants wear the official 2024 race number when entering the start venue and participating on course. This will include a timing device and can be used as your ticket to FREE public transport on Brisbane Buses and Old Rail

3. If they don't have their entry certificate you can search their Surname in the respective box.

Bridge to Brisbane Check-In System

121.210.83.96

Find Entrant

Surname:

(Optional) First Name:

Race Number:

Date of Birth: Day Month Year

4. If you manually have to search for the participant please cross reference their date of birth as sometimes we have a number of different participants with the same first and last name!

The Race number box should be blank and you will have to allocate a new number from the draws. To allocate the correct number you need to look at the information in colour to the Right.

Bridge to Brisbane Check-In System

110.143.73.107

Check-In Entrant

Race Number: Runner 10km U60 [Change](#)

Surname: Harwood

First Name: Rebecca

Date of Birth: 20-Mar-2000

Gender/Shirt: Female / XS

Check-in Notes:

[Edit](#)

[Cancel](#)

When allocating a NEW NUMBER please ensure you grab the correct colour match are highlighted in the same colour (eg. The above bib colour is green) and grab the race number that is on the top. Colours are categorised as seen below.

10kilometer Event Participants

- Blue Elite Runners – Must see specific Elite lanes for this number
- Red Elite Runners
- Green Runners
- Yellow Joggers
- White Walkers



5km Participants

- Purple Elite Runners
- Orange Runners
- Pink Joggers/Walkers



- Place the cursor of the mouse in the Race Number and Scan the **QR CODE** on the race number on the bottom right-hand side.

Bridge to Brisbane Check-In System
110.143.73.107

Check-In Entrant

Race Number: Allocate **Runner - 10km - U60** [Change](#)

Surname: Harwood

First Name: Rebecca

Date of Birth: 20-Mar-2000

Gender/Shirt: Female / XS

Check-in Notes:

[Edit](#)

[Cancel](#)

- Click 'ALLOCATE'

7. Collect the relevant t-shirt size and place into the bagged newspaper.
 - a. We can change sizes if they would like
8. Complete the Entry by clicking ticking the box and clicking 'CHECK IN'

Bridge to Brisbane Check-In System
118.143.73.187

Check-In Entrant

Race Number: 27214 **Walker - 10km**

Surname:

First Name:

Date of Birth:

Gender/Shirt: **Female / L**

Check-in Notes:
[Edit](#)

[Cancel](#)

Page loaded on: Wednesday, 24 August 2016 at 6:46:57 PM

9. Suggest the participants to grab some safety pins and have a great race.

WHAT IF THEY DON'T HAVE AN ENTRY CERTIFICATE?

If the participant doesn't have an entry certificate – ask for Identification (if they don't have ID) ask for their **Surname and Date of Birth** and enter this into the check in System click **SEARCH**

WHAT IF THEY HAVE A RACE NUMBER ALLOCATED? If the participant has a race number allocated. They may have already had their race packed mailed to them but has not arrived send them to the **HELP DESK**.

Bridge to Brisbane Check-In System
110.143.73.107

Matching Entrants

[Back](#)

	Race #	First Name	Surname	DoB
View	3746	Andre	Van Der Westhuizen	1983-12-01
View		Arlou	van der Westhuizen	2001-05-31
View		Erica	van der Westhuizen	1923-01-23
View		Erik	van der Westhuizen	1999-01-08
View		Rastie	van der Westhuizen	1957-10-02
View	623	Rudolf	Van der Westhuizen	1973-05-21
View	31896	Sarah	Van der westhuizen	1982-06-13

Marathon Check-In System. Created by [Syntax Software Pty Ltd](#). Copyright 2013-2016.

WHAT IF A PERSON IS COLLECTING FOR MULTIPLE PEOPLE?

If the person is collecting for a number of people, please request they write each person's name on the back of the race number as you allocate them, so they don't get them mixed up. If they would like a printed list they can log onto their team page and check out the team list or head to the help desk and have the team print one out for them.

WHAT IF SOMEONE IS COLLECTING FOR A TEAM?

Please send them to the **Help Desk**. If the team is only for 3 or 4 people, please action this at your computer and have the team leader write the name of each runner on the back of the race number you have scanned for each runner.

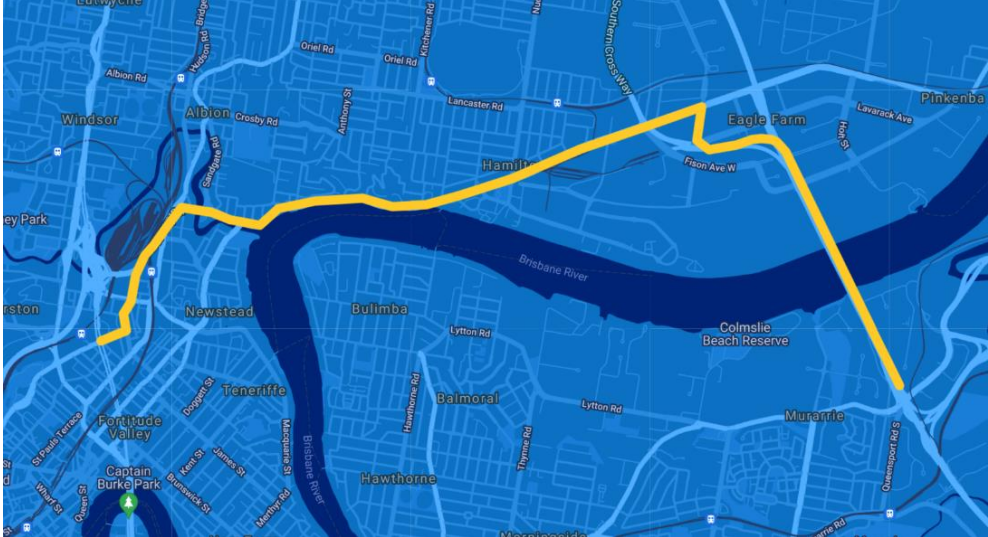
HOW DO I GET TO THE START LINE?

Suggest they jump onto TransLink's Journey Planner and the start line destination are

10km

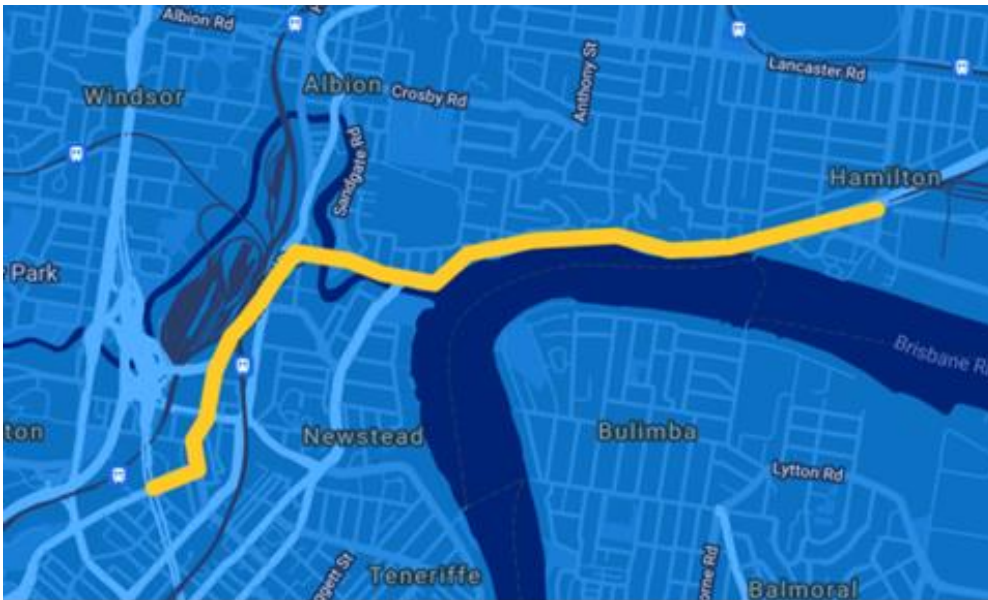
Bus: Murarrie Metroplex (shuttles from Ann St, Chermside, Carindale, Eight Mile Plains)

Train: Murarrie Station Lytton Road, Murarrie



5km

Bus: Curtain Avenue (shuttles from Ann St, Chermside, Carindale, Eight Mile Plains) Hercules Park, Portside



Most of the questions that people ask can be found in the FAQ section on the website. Encourage the participant to have a look on the website or you can search the FAQ's for them.

To learn more details about the event please feel free to read the details. www.bridgetobrisbane.com.au