

Transurban BRIDGE TO BRISBANE

13.09.26

Presented by **BROOKS**

Finish Line Water Station Assistant Brief

Thank you for volunteering at The Transurban Bridge to Brisbane presented by Brooks 2026. 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	Sunday 13 September, 2026
VOLUNTEER ROLE	Finish Line Water Station – Showbag Pavilion, RNA Showgrounds
SHIFT TIME	6m – 12:30am Please ensure you sign on AND off with your one of our event staff in the Finish Village. After your shift, you are very welcome to join in the festivities at the finishers' village.
LOCATION	RNA Showgrounds - Showbag Pavilion, O'Connell Terrace, Bowen Hills  Best Transport Options (please check TansLinks Journey Planner for more details) Trains: Fortitude Valley or Bowen Hills Station (plus a short walk) Bus Station: Closest bus station is RBWH with a short walk under Bowen Bridge Road which will be the closest point to the Volunteer HQ sign in area.

	We do not recommend parking due to free public transport for all volunteers.
GETTING THERE	Please make sure you plan your route with TransLink Journey Planner to the event. There will be a number of road closures in place on event day. All volunteers will receive free public transport on event day until 3pm. The road closure document can be found HERE .
DUTIES	You have been assigned to the Finish Line Start Line Water Station. Duties include setting up the drink station, handing cups out to participants and cleaning up the drink station area after the event. Specific Instructions: • Ensure you have clean hands; wash them before you start • This year there will be Dr Hydrate available and should only be served in the Dr Hydrate branded cups. • Water to be served in plain white cups. • Wear latex gloves at all times whilst handling cups and water (these will be provided). If you have a team member allergic to latex please advise them to bring appropriate gloves or have them in a location where they are not handling cups or other items that require the use of gloves. • Set up trestle tables end to end • Put food grade bin liners into the water bins • Connect hoses to taps and use to fill water bins • Fill cups 2/3 fill cups with water and fill tables with the cups • Once table is full put a corflute on top (printed side down only white showing) and stack more water filled cups on top • Hand cups to participants if requested • Have table full of drinks before the participants arrive but make sure they are well spaced out so people can easily grab them without touching other cups or knocking other cups over. • Clean up after participants. Cups may be some 100m in and around the drink station area. Please pick them up (make sure gloves and rakes are used) and place in the rubbish bins provided. • Please make sure you keep all cups separate from other non-cup rubbish as all of our cups are recycled after the event Please refer to last page for instructions on how to set up a water station.
WHAT TO BRING/WEAR	Please wear your official Transurban Bridge to Brisbane Volunteer shirt and hat . This will be sent to your group leader or will be dropped off at your closest water station. Please also wear comfortable closed in shoes. If you are working outside, please dress to the conditions (e.g. hat, sunscreen, etc.)

	If you are volunteering for a longer shift, please bring a snack to eat throughout the day.
IMPORTANT CONTACTS	Volunteer Coordinator (07) 3139 0398 (Pre-Event Day) / 0447 176 314 (Event Weekend) Medical Command Centre 0421 003 720
EVENT SCHEDULE	10KM Race Start Times 6:00am – Elite Sporting Wheelies 6:10am – Elite Orange Zone 6:10am – Elite Red Zone 6:20am – Gold Zone 6:30am – Green Zone 6:50am – Yellow Zone 7:10am - Purple Zone 7:30am – Pink Zone 5KM Race Start Times 10:00am – Purple Elite Runners 10:00am – Orange Zone 10:05am – Gold VIP Charity Zone 10:10am – Green Zone 10:10am – Yellow Zone 10:15am – Purple Zone
MEDICAL	MEDICAL INCIDENTS - Report any incidents to your group leader immediately. - Refer participants to the First Aid Marquee which will be located at the starting point of both the 10km and 5km races, at the finish line and roving throughout the course. - For Medical Assistance, contact the Medical Command Centre on 0421 003 720 - Survey the scene & ensure there is no danger - Respond to the emergency i.e. minimise nearby hazards - Note the participants name, participant bib number and location

	d. Record the incident i.e. record time, location, complete an incident report SUSPICIOUS BEHAVIOUR 1. In the unlikely event of any suspicious behaviour please alert your team leader as soon as possible. 2. Suspicious behaviour can be from the participants, or the general public can be anything from a bag or backpack left unattended or wearing a large jacket in warm weather or even a person acting irritated. 3. If you find an unattended bag/backpack a. Ask if anyone owns it b. If no one does, don't touch it c. Alert others to keep away d. Contact Event Command 0417 741 468 and they will liaise with the appropriate authorities. NOTE: If you are ever in doubt call emergency services on "000"
EXTRA NOTES	1. No smoking is permitted within the food preparation and serving areas 2. All food preparation and serving staff are to regularly sanitize their hands and wear the gloves provided 3. There is to be no sitting on benches or other food preparation or storage surfaces 4. The event will continue in light and/or sporadic rain conditions. You will be contacted if the event doesn't go ahead due to weather or other unforeseeable event. 5. Please bring your mobile phone in order to stay in contact with organising staff, if required

For further questions please refer to the Volunteer Portal and for queries leading up to the event please call 1300 55 55 77.

**Thank you for your support of The Transurban Bridge to Brisbane presented by Brooks.
Without your time and effort, this event would not be possible!**

HOW TO SET UP A WATER STATION

STEP 1



Place a CLEAR bin liner in the bin and tie a knot (if needed) on the side to ensure it is fixed tightly. This is going to be used as your water bin!

STEP 2



Locate your closest tap and use the provided fittings to connect the hose to the tap.

STEP 3



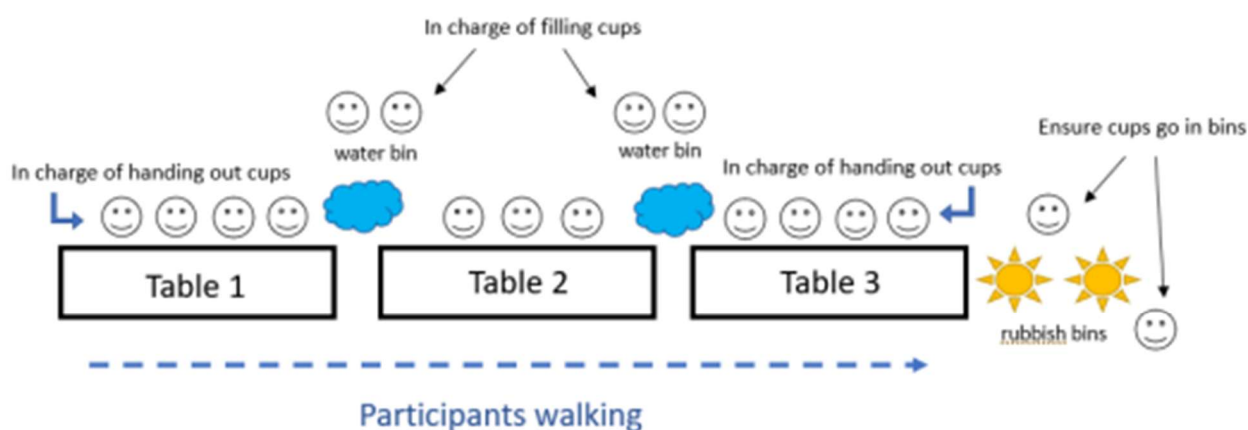
Place your hose into the bin that you lined with clear plastic and turn the tap on. Ensure that the water bin is placed in the correct position as it will be very hard to move once filled with water.

STEP 4



Place a black bin liner in another bin and tie a knot (if needed) on the side to ensure it is fixed tightly. This is going to be used as your rubbish bin (for cups only)!

STEP 5



STEP 6

