



Suncorp Bank Volunteer Program

BRISBANE CHECK IN CENTRE – INFORMATION SHEET

Event Organisers	Events Management Queensland Address: Level 2, 105 Upton Street, Bundall Phone: 07 5668 9888
Registration Centre Opening Hours	Saturday 27 th June 10:00am – 4:00pm Training commences at 9:00am (If you are not catching the bus to Brisbane this is the time you will be required to arrive at the Courier Mail Piazza).
Location	The Courier Mail Piazza, Southbank Parklands, South Brisbane
Transport and Parking	<p>There will be a bus organised for volunteers from the Gold Coast to take them to and from the Brisbane Check In Centre.</p> <p>PLEASE LET ME KNOW IF YOU INTEND TO CATCH THE BUS! Please email volunteer@goldcoastevents.com.au or call 07 5668 9888 to notify us if you would like to catch the bus by the 10 June.</p> <p>Bus Details:</p> <ul style="list-style-type: none"> • 7:00am sharp - bus departs from Australia Fair (refer to map below) • 8:30am - arrival at Brisbane Check In Centre • 4:15pm - bus departs Brisbane Check In Centre for the Gold Coast • 5:45pm – approximate arrival at Australia Fair <p>If not catching the bus from the Gold Coast and you are meeting us at the Brisbane Check In Centre, it is highly recommended that you use a bus service or public transport as parking is expensive in the area.</p>
Volunteer Roles	<ul style="list-style-type: none"> • Registrations Check In Attendant • Kit Collection Attendant • Late Entry/ Help Desk Attendant • Usher/Meet and Greet • Teams Attendant • Information Booth Attendant • Timing Device Attendants
What to Wear	You will receive a Gold Coast Airport Marathon (GCAM) volunteer T-shirt at your

	first shift. Please wear your GCAM volunteer t-shirt at all shifts during the event and preferably black pants with closed in, comfortable shoes or sneakers. As the venue does get cold, dress appropriately. There will be no secure storage for personal items so please only bring what is necessary and that you can carry yourself.
Training	Training commences at 9am sharp in Brisbane. Location - The Courier Mail Piazza, Southbank Parklands, South Brisbane
Sign in/ sign out	When you arrive you will be required to sign in and to sign out at the end of the day.
Food and Breaks	<ul style="list-style-type: none"> • Your scheduled break times will be advised at sign in • If working in Registrations as a Check In Attendant or Kit Collection Attendant, there will be specific break times in order to regulate the number of check in counters open and closed.
Contacts	<p>Your first point of contact should you have any problems is the Volunteer Mobile Number on 0499 612 522.</p> <p>Staff available:</p> <ul style="list-style-type: none"> • Lauren Penny, Event Operations Coordinator - Volunteers • Shari Amory, Registrations Manager • Lisa Sealey, Registrations Coordinator
On the Day – Sick or Running Late	If you are sick or running late, please ensure you call rather than email so we know ASAP. Please note the bus will be leaving at 7:00am sharp.

AUSTRALIA FAIR MEETING POINT FOR TRANSPORT TO BRISBANE

Australia Fair,
Southport



PICK UP & DROP OFF LOCATION
(Please use grass as waiting area)

