

## 2025 Volunteer Assignments for: Bike Race

Thank you for participating in the 2025 Kansas City Corporate Challenge. The success of these games hinges on our volunteers' unwavering support. To ensure an organized and cost-effective season, we require each company to provide a set number of volunteers, depending on their division (see below):

Division	Number of Volunteers
A	14
B	12
C	10
D	8
E	6
F	4
G	4
H	2

We greatly appreciate your volunteered event preferences and have strived to accommodate them. If we didn't receive a preference, we assigned you a role based on the needs of the KCCC. Your assigned role is as follows:

**Company: Hallmark Cards, Inc.**

**Number of Volunteers Needed: 12**

**Event: Bike Race**

**Date: 4/15/2025**

**Time: 4:00pm-9:30pm**

**Location: Kansas Speedway**

**Address: 400 Speedway Boulevard, Kansas City, KS 66111**

***YOUR VOLUNTEERS ARE CRITICAL TO THE SUCCESS OF THE GAMES!***

**PLEASE ENSURE THAT YOUR VOLUNTEERS ARE PRESENT AT THE ABOVE ASSIGNMENT.**

**Each volunteer's participation earns a point for their respective company.** To claim this point, volunteers must check-in with the Games Captain and sign a waiver form at the event. Look for the designated check-in area, marked by a green 'Volunteer' Check-in Feather Flag or at the event check-in area. After fulfilling this, you'll be gifted a KCCC volunteer t-shirt. **However, please be aware that a no-show will result in a point deduction.** We'll tally and award/deduct points at the end of the Games.

**Volunteer roles can be filled by family members, as long as they are 19 or older by December 31, 2025.** All volunteers need to be punctual and at their assigned venues at the scheduled times. Volunteers are tasked with a variety of jobs such as check-ins, timekeeping, scorekeeping, aiding at water stations, or giving directions to participants. Even without sports experience, anyone can be an effective KCCC volunteer as Games Captains give comprehensive instructions upon check-in. Please make copies of this letter to distribute among your volunteers to ensure they have the right information. In case of unfavorable weather, volunteers should call the KCCC Rainout Line at 913-686-6030 x 15; assume events will continue if no changes are declared. For outdoor events, we recommend sun protection, a lawn chair, and snacks or beverages for comfort during and after events.

If you have any questions about your company's volunteer requirements, please feel free to email [kcccvolunteers@gmail.com](mailto:kcccvolunteers@gmail.com)

See you at the 2025 KCCC...Bring it!

Andie Burnidge

Director of Volunteers