

BIKE **THE** DRIVE

ACTIVE TRANSPORTATION ALLIANCE

2024- 23rd Annual



EVENT SCHEDULE

8:00 am – 12:30 pm | FESTIVAL

6:30 am | OFFICIAL START

DuSable Lake Shore Drive will open to bicyclists upon police approval. We recommend you start by **8am** to make the most of your ride.

10:30 am | CLOSURES BEGIN

Bicyclists may no longer enter DuSable Lake Shore Drive at Jackson.

10:35 – 10:45 am | CHECKPOINTS REDIRECTED

At **10:35am**, riders must be north of Randolph Street or south of Roosevelt Road. At **10:45am**, riders will be redirected to the festival at Oakwood (south) or Fullerton (north) checkpoints.

10:45 – 11:15 am | ROLLING CLOSURES

Depending on your location on the route, riders will be guided off DuSable Lake Shore Drive onto the Lakefront Trail to return to the festival.

Shirts

- Managers will be wearing orange
- Volunteers will wear green tech tees

Whoa Whoa...

**I'm totally gonna forget this
information! Where can I
find it?**

Volunteer Resources Page

Information for each volunteer position Including infographics, videos and additional messaging

Website:

<https://activetrans.org/about-us/get-involved/volunteer-resources>

The screenshot shows the 'Volunteer Resources' page of the Active Transportation Alliance. The page has a green and white color scheme. At the top, there is a navigation menu with links for 'ABOUT US', 'OUR WORK', 'RESOURCES', 'EVENTS', 'BLOG', and 'MEDIA'. Below the navigation, there is a breadcrumb trail: 'Home / About Us / Get Involved / Volunteer Resources'. The main content area is titled 'Volunteer Resources' and is divided into several sections. On the left side, there is a vertical menu with links for 'DONATE TO THE ACTIVE TRANSPORTATION ALLIANCE', 'JOIN OR RENEW', 'VOLUNTEER', 'VOLUNTEER RESOURCES' (which is highlighted), 'BUSINESS MEMBERSHIPS', 'SPONSOR US', 'BECOME AN AMBASSADOR', 'CREATE YOUR HEALTHY TRANSPORTATION LEGACY', and 'SHARE'. The main content area starts with 'General Volunteer Information:' followed by a link to 'General Volunteer Event and Emergency Information- General event' and a download link for 'Volunteer Code of Conduct PDF'. Below this, there is a section for '2023 Volunteer Training Nights' with dates and a sign-up link. The next section is 'Information by Volunteer Position:' which includes 'Ride Marshal Volunteer' and 'Checkpoint Marshal Volunteer'. Each position has a 'Job Summary' and a download link for an infographic. At the bottom, there is a 'JOIN NOW' section with a link to 'Support better biking, walking and transit' and a 'DID YOU KNOW?' section with a link to 'Decades of research shows that expanding roads doesn't provide justice connection'.

ACTIVE TRANSPORTATION ALLIANCE

ABOUT US • OUR WORK • RESOURCES • EVENTS • BLOG • MEDIA

Home / About Us / Get Involved / Volunteer Resources

Volunteer Resources

General Volunteer Information:

General Volunteer Event and Emergency Information- General event information including timeline, information about Active Transportation Alliance and Emergency procedures. All volunteers should be familiar with this information before the ride: [General Volunteer INFOgraphic](#)

Download: [Volunteer Code of Conduct PDF](#)

Download: [Zello instructions](#)

2023 Volunteer Training Nights:

Monday August 21st and Wednesday August 23rd-Both sessions will be held in the evening, virtually. Volunteers must only attend one session Sign up will come soon.

Information by Volunteer Position:

Ride Marshal Volunteer

Job Summary: Cyclists experienced in bike repair and in first-aid are needed to patrol the route, assist in changing flats, make minor adjustments to bikes, and help Course Marshals direct the riders. A limited number of Ride Marshals will be chosen based on experience. Ride Marshals must wear helmets and attend an information session before the event.

Download: [Ride Marshal Volunteer Infographic](#)

Checkpoint Marshal Volunteer

Job Summary: Direct riders through the checkpoints to confirm all riders are registered for the event, adjust checkpoint infrastructure and barricades as necessary, provide checkpoint registration support, and offer encouragement. Bike to your volunteer check-in location if you can, so you can move around the checkpoint area, as needed. if biking, please wear a helmet.

Download: [Checkpoint Volunteer Infographic](#)

Download: [Key Messages for Checkpoint Volunteers](#)

Course Marshal Volunteer

JOIN NOW

[Support better biking, walking and transit](#)

DID YOU KNOW?

[Decades of research shows that expanding roads doesn't provide justice connection.](#)

Volunteer Infographics

Printed Infographic handout!

Nuanced info such as:

- *Where do I find a bathroom?*
- *What is this event?*
- *What should I be doing?*
- *Emergency Procedures?*
- *What should I say to the riders?*

VOLUNTEERS



Thank you for volunteering with the Active Transportation Alliance!

We work to improve conditions for people to walk, bike or use public transit. Bike the Drive is our annual fundraiser. The course is 30 miles in total running from Museum of Science and Industry in the south to Hollywood Blvd. in the north.



The Festival is held in Butler Field from **8:00am – 12:30pm**



Rest Stops are located at Bryn Mawr, Museum of Science & Industry and central at Jackson and Columbus / **all have water and snacks**

Managers are in Orange Polos. Any manager can help you!

If you are approached by media, don't make a comment. Direct them to our Media Director, Clare McDermott at 773.391.7709

RIDE SCHEDULE

6:30 am

OFFICIAL START

DuSable Lake Shore Drive will open to bicyclists upon police approval. We recommend you start by 8am to make the most of your ride.

10:30 am

CLOSURES BEGIN

Bicyclists may no longer enter DuSable Lake Shore Drive at Jackson.

10:35 – 10:45 am

CHECKPOINTS REDIRECTED

At **10:35am**, riders must be north of Randolph Street or south of Roosevelt Road. At **10:45am**, riders will be redirected to the festival at Oakwood (south) or Fullerton (north) checkpoints.

10:45 – 11:15 am

ROLLING CLOSURES

Depending on your location on the route, riders will be guided off DuSable Lake Shore Drive onto the Lakelront Trail to return to the festival.

Text **BIKETHEDRIVE VOLS** to **52886** to receive important info or emergency notices.



If YOU encounter an emergency, use Zello to communicate to your manager. Note your location.

If you witness an entrance or exit to DuSable Lake Shore Drive without police presence or have a non-emergency call **312.216.0464**

If you encounter a lost rider, stay with that rider and use Zello to communicate with your manager.

The Event Alert System's color coded flags communicates the status of conditions to participants, volunteers and vendors. Please familiarize yourself with the color indicators and remain alert for directions from event officials and volunteer leaders. Look for the flags at the Rest Stops, Festival and across the course.

| ALERT LEVEL | EVENT CONDITIONS | RECOMMENDED ACTIONS |
|-----------------|---|---|
| EXTREME | Event canceled / Extreme and dangerous conditions | Participation stopped / Follow event official instructions |
| HIGH | Potentially dangerous conditions | Slow down / Observe course changes / Follow event official instructions / Consider stopping |
| MODERATE | Less than ideal conditions | Slow down / Be prepared for worsening conditions |
| LOW | Good conditions | Enjoy the event / Stay alert |



Emergency weather shelter locations are:

South Side - Museum of Science & Industry – enter garage at the northwest corner of MSI, located at E. 57th Street and S. Cornell Ave.

South Side - Soldier Field North Garage - accessible via 18th St

Central/Festival - Millennium Park parking garage - accessible via the Northwest corner of Butler Field at the intersection of Columbus Dr. and Monroe St.

North Side - DuSable Lake Shore Drive underpasses on the North Side

We encourage volunteers to bring rain gear in case the weather changes!



ACCOMMODATIONS TEAM VOLUNTEER



Mobile volunteer support. Provide water replenishment and snacks to Course Marshals along the route. Volunteer Accommodations Team members are asked to provide their own bike trailer and must wear a helmet.

- Check-in at 5:30 am to receive volunteer fuel supplies, first aid kit, incident reports and your volunteer t-shirt
 - Assist unloading supply trucks, Replenish items, Keep the rest stop clean
 - Hand out single portion sizes to riders
 - Ask participants to show their Rider Numbers to receive water or snacks
 - Use plastic gloves when handling food
 - Ensure all participants ride in the same direction
 - Be aware of bike repair, first aid, and reunion locations to direct riders and help them find the location they are looking for. If a rider appears lost or is looking for someone they have lost, help that person find the Reunion Coordinator at your rest stop.
 - Pay attention to and cheer on riders
- If you see pedestrians trying to cross at Jackson or Monroe please tell them those crosswalks are closed and that they should use the Randolph or Roosevelt road crossing.
 - Potholes are also a safety concern for our riders. If you see a pothole, please mark with spray chalk and/or caution tape. If you are able to stay near the pot hole to warn riders, please do so.
 - If you see DuSable Lake Shore Drive exit or entrance unmanned (no police or Traffic Management personnel), please use Zello to immediately alert your Volunteer Manager.



Lost and Found is located in the Festival at the Information tent.



Need a Restroom? Each rest stop and check point has port-o-lets. Or request Volunteer accommodations or a SAG vehicle to come take your spot while you go to restroom.



Need additional help during your shift, contact your **Volunteer Manager.**



If you experience harassment or discrimination and would like to report it, scan this QR code. An Event Manager will reach out to you following the event.

Split up!

Festival will stay in the main room

Route will move into a breakout with Brittany

Festival!

Volunteer Managers

They'll be wearing orange polos.

All volunteers are required to check in and out.

- Volunteers will be sent the following info BEFORE volunteer shift:
 - Exact location
 - Check in time
 - Manager contact information/cell phone

Check in/out Location:

- Grant Park/Butler Field – Festival location

FESTIVAL SCHEDULE

6:30 am – Bike the Drive starts with Police “all clear” Cyclists start to the north and to the south

7:00am: Vendor and Exhibitor Set-up

8:00am: Festival Opens

11:30am: Festival Breakdown begins

12:00 pm – Car traffic fully restored to Lake Shore Drive

****11:30 - 12:30 pm** – Jackson remains closed to car traffic between Columbus and Lake Shore Drive for Bike the Drive Post-Ride Festival

12:30p-All streets returned to regular car traffic

Safety and Security

- **EAS (Event Alert System – color coded flags)** – used by the Marathon and other major events. 12 flag systems spread across event & festival. We are also implementing airhorns. 3 short blasts will alert all to tune into Zello/texts
- **Security Presence** – If you encounter a rowdy or unsafe participant you can alert nearby Security or ask your manager to call (via Zello) for security

| ALERT LEVEL | EVENT CONDITIONS | RECOMMENDED ACTIONS |
|-----------------|---|---|
| EXTREME | Event canceled / Extreme and dangerous conditions | Participation stopped / Follow event official instructions |
| HIGH | Potentially dangerous conditions | Slow down / Observe course changes / Follow event official instructions / Consider stopping |
| MODERATE | Less than ideal conditions | Slow down / Be prepared for worsening conditions |
| LOW | Good conditions | Enjoy the event / Stay alert |

Festival Facts and Changes

- We are excited to Welcome back **Cafe Tola and Chris Cakes Pancakes!**
 - Volunteers will receive a **orange** voucher from their manager for Pancakes. If you are GF please let us know and Cafe Tola will provide GF breakfast sandwiches
- DJ instead of live band
- Day of Registration and Shirt Tents are located in the bandshell.
- DAT Donuts will be donut vendor again this year! For the entire route and Festival!!

E-Tickets & T-shirt Pick Up

T-Shirts, Challenge medals & ride guides can be picked up at the following locations:

- North Rest Stop
- South Rest Stop
- Festival

BikeTheDrive.org Page of

REGISTRATION # _____

FIRST NAME _____ LAST NAME _____

ADDRESS 1 _____ ADDRESS 2 _____

CITY _____ STATE _____ ZIP CODE _____

BIKE THE DRIVE | **ACTIVE TRANSPORTATION ALLIANCE**

Sunday, September 1, 2024

ACTIVE TRANSPORTATION ALLIANCE

T-Shirt Voucher
SIZE _____


You can redeem this voucher at any t-shirt pick-up location.
If blank, you declined free tee shirt during reg.

PANCAKE VOUCHER
Participant has purchased during registration?
 YES NO

Forgot the pancakes?
You can purchase the day of the event!

How to affix your rider number

1. Use scissors to cut along dotted line.
2. Take the strip of paper that contains your rider number and emergency contact info and begin to create a loop.
3. Loop the strip of paper around your handlebars or top tube and staple (or tape) the loop closed so that it hangs on your bike.



30-Mile Challenge Participant YES / NO NO
Paid for Upgrade to VIP YES / NO NO

Emergency contact name _____

Emergency contact phone # _____

If participating, medals can be picked up at any 30-Mile Challenge Station.

Helmets are required by all riders
During Registration, all riders read, acknowledged and accepted the participation terms and conditions.



How can we have THIS much fun?



- We're a community! We're all here to make sure BTD is enjoyable
- If you aren't sure...ask
 - Rules/Guidelines (ask your manager)
 - Everyone's Pronouns (he/she/they)
- **Lead with kindness to riders.** If someone isn't registered encourage them to do so. But if they don't we will offer them grace & let them continue.

Questions?

Specific Questions: volunteer@activetrans.org

Route

Positions!

Volunteer Managers

*They'll be wearing **orange** polos.*

All volunteers are required to check in and out with their Volunteer Manager.

Volunteers will be sent the following info BEFORE volunteer shift:

1. Exact location
2. Check in time
3. Manager contact information/cell phone

Check in/out Locations:

Depending on your position, there are five check-in locations

- Grant Park/Butler Field- Ride Marshals and Course Marshals ONLY
- Bryn Mawr Rest Stop – Bryn Mawr and Dusable Lake Shore Drive
- Museum of Science and Industry – 57th Street and DLSD
- Oakwood Rider Check – East Side of Dusable Lake Shore Drive at Oakwood
- Fullerton Rider Check- East side of DLSD at Fullerton

ROUTE SCHEDULE

6:00 am – DuSable Lake Shore Drive cleared of car traffic by the Chicago Police

6:30 am – Bike the Drive start time with Police “all clear” (communicated by radio to our Event Manager, Brittany Gillespie). Cyclists start to the north and to the south

6:35 to 10:25 am – Riders pass through Fullerton and Oakwood checkpoints

10:25 am – Bicycle sweeps dispatched from Grant Park/Butler Field

10:25 am – No rider passes Grant Park/Butler Field after this time

10:30 am – Fullerton and Oakwood rider checkpoints dismantled

10:30 am – No rider passes Monroe/DuSable Lake Shore Drive after this time

ROUTE SCHEDULE CONT.

10:30 am – Bicycle sweeps dispatched from North & South

10:35 am - The last SB riders should pass Roosevelt, having headed south from Jackson at 10:35 am

10:35 am – The last NB riders should pass Randolph, having headed north from Jackson at 10:35 am

10:45 am – Riders are directed inbound at Fullerton and Oakwood

11:15 am – Riders will be directed off DuSable Lake Shore Drive all along the route

11:30 to 11:45 am – Car traffic fully restored to DuSable Lake Shore Drive

11:30 - 1:00 pm – Jackson remains closed to car traffic

Safety and Security

- EAS (Event Alert System – color coded flags) – used by the Marathon and other major events. 12 flag systems spread across event & festival. We are also implementing airhorns. 3 short blasts will alert all to tune into Zello/texts
- City (snow plows/garbage trucks, camera connectivity to DLSD surveillance,)
- Enhanced info about Lakefront Trail Usage & safety tips!
- Potholes are also a safety concern for our riders. Zello a Ride Marshal to mark with spray chalk. If you are able to stay near the pothole to warn riders, please do so.
- Barricades – after the event concludes, if you're directed to move a barricade, please move it from the public walkways or foot paths so it's not a tripping hazard.
- If you see DuSable Lakeshore Drive exit or entrance unmanned or without a vehicle (no police or Traffic Management personnel), please use Zello and/or CALL communications tent immediately

Safety and Security Enhancements

- **Blue Star Security** – we've contracted with Blue Star for 8 off-duty officers that can be used as our rapid response team and to help fill gaps.
- **Route Captain Lead & Captains** – Route Captain Lead will oversee a team of 6 Route Captains. Their primary job is route safety and oversight they will work closely with Ride Marshal and Course Marshals
- **Safety Shelters** – We've expanded our safety shelters to now include MSI and Soldier Field North Parking Garages in addition to Millennium Parking (north side is under DLSD underpasses)

Communication



We are continuing with Zello app!

- This allows seamless communication between route positions.
We recommend using headphones for better audio.

Text Messaging Platform

- We will more heavily rely on our mass text messaging system for participant communication such as pre-ride reminders and any important day of info!

5/3 Bike the Drive App!

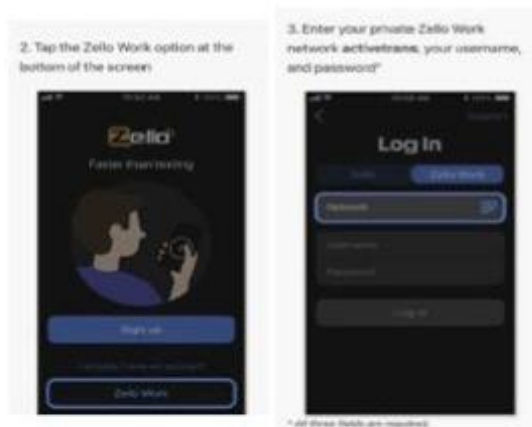
We have an app! All of the information for participants can be downloaded!

Thank you for volunteering for the Fifth Third Bike the Drive! We will be using an app called Zello to communicate with each other. Zello is a Push-to-Talk (PTT) app that enables your phone or smart device to work like a walkie-talkie. You can use it on an iPhone, iPad, Android phones or tablets, and on a PC. We will use it to communicate with live-voice, text messages (Call Alerts), and to send images.

SET UP

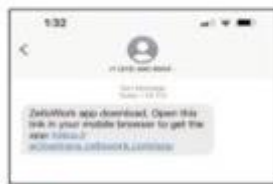
There are 2 options for signing in:

1. Download the app on your phone. You can download here: <https://activetrans.zellowork.com/app>
2. Tap the Zello Work option at the bottom of the screen
3. Enter your private Zello Work network activetrans, your username, and password

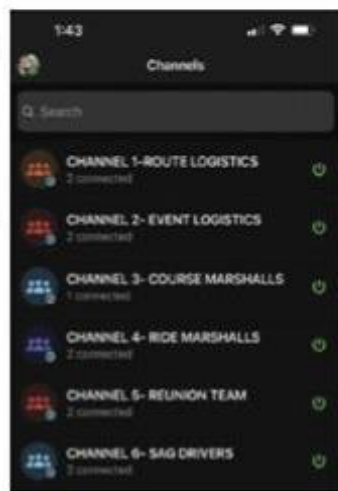


The Second Option:

1. You will receive a text with a link to download the app
2. Repeat steps 2 & 3 from above



After you finished the sign in process, you will be assigned to a channel where you can communicate with your team members. It will look like this:



USER TIPS

Once logged in the app, you can send photos, share your location, send a voicemail to everyone in your channel, and make one-on-one calls if needed. See visual guides below:

1. When on the talk screen press and hold the big PTT button (orange circle) until you hear the "chirp", then talk and continue holding the button until you are finished talking.
 - Contacts: for private one-to-one talking
 - Channels: chose a Channel to broadcast one-to-many in the group.
2. Other features:
 - Camera icon: send a picture to other staff
 - Message icon: send a Call Alert (text message) to other staff
 - Available, receive all communications, even if phone is locked. Busy, receive audio communications as voicemails that are stored in the chat. **PLEASE REMAIN IN AVAILABLE FOR THE DURATION OF THE EVENT.**

MAKE A CALL



SEND PHOTO

SEND TEXT

SEND YOUR LOCATION

The chat box will look like this:



TEXT

LOCATION

PHOTO

EQUIPMENT PREP

1. Test Zello to ensure it is working on your device.
2. Bring headphones to the event.
3. Ensure the battery is charged and the power is on.
4. Bring a backup power block for your device. We will also have some available.
5. Keep the volume high enough to be able to hear communications.
6. Periodically check to make sure everything is working.

EQUIPMENT PREP

1. **Clarity:** Your voice should be clear. Speak a little slower than normal. Speak in a normal tone, do not shout.
2. **Simplicity:** Keep your message simple enough for intended listeners to understand. Think before you speak. Decide what you are going say and to whom it is meant for.
3. **Brevity:** Be concise and precise and to the point.
4. **Location:** Include location and incident details.

Volunteers to note the Light Pole marking system in the event of an emergency. These are located up and down DLSD as well as around Grant Park. They can be used to help relay location in the event of an emergency.



ZELLO ISSUES

In case you run into any issues with Zello please refer to the attached Communication Flow Chart for Manager Cell Phone numbers.

If you cannot reach a manager by their cell phone number, you can call the non-emergency event hotline at 312-216-0464.

Your last option is to call Joe on his personal cell phone, 713-494-1490.

Please let Joe know if you are having trouble logging in or have any questions. She can be contacted by email, joe@activetrans.org, or personal cell phone, 713-494-1490.

Ride On!

BIKE THE DRIVE

ACTIVE TRANSPORTATION ALLIANCE

Event Manager

Brittany Gillespie – 901.786.3150

Communications Managers

Kevin Crowley - 773-251-2247

Jason Jenkins - 773-505-2657

Zello - CHANNEL 1 ROUTE LOGISTICS

Event Manager

Brittany Gillespie- 901.786.3160

S-Finish/Jackson/Monroe Mgr

Rubani Shaw - 773.710.3446

Roland Hayes - 312-860-2229

Fullerton Rider Checkpoint

Betty Vandenbosch –954-638-9324

Darrel Wood – 773-456-0279

Oakwood Rider Checkpoint

Alex Perez - 773-844-6052

Dan Evans - 847-722-5921

Route Captain Leader

Ardarius Blakely – 678.517.3985

Route Captains

1. Mark Penzien - 734-223-3490
2. Sandra Davila - 917-386-5344
3. Daniela Hernandez 312-774-0865
4. Hamzat Azeez – 773-263-0872
5. Jay Kelsaw – 317-496-4763
6. Joe Ignatius – 312-523-9980

Security Liaison

Rhonda Anderson - 773-919-1084

ATA Executive Director

Amy Rynell - 312-859-0232

DCASE & City Services

Zello - CHANNEL 2 EVENT LOGISTICS

Event Manager

Brittany Gillespie – 901.786.3150

Volunteer Manager/Tent

Christian Helem - 773-682-8951

Festival Manager

Cynthia Bedolla - 312-607-8829

Festival & Prod. Assistant

Rory Hayes – 847-431-0829

Event Interns

Aissa Avilla – 312-487-0782

Joe Barry – 713-494-1490

South Rest Stop Managers

Melody Geraci – 773-398-7898

Maggie Czerwinski 616-822-1389

Diamond Allen – 314-800-3918

Central Rest Stop Mgr

Bryce Sabin - 312-800-3175

North Rest Stop Mgr

Travis Cronkite – 773-964-9071

Suza Bar –530-307-0765

M&C/Media

Clare McDermott - 773-391-7709

T-shirt Manager

Tish Bailey – 773-865-2685

VIP Tent

Julie Strand - 815-263-7577

Pancake Tent

Luann Hamilton - 773-307-2396

Beer Tent

Melissa Gutierrez –773-706-7115

Zello - CHANNEL 3 COURSE MARSHALS

CENTRAL Mers

Elizabeth Adamczyk- (773) 370-2038

Lorenzo Grego – 773.322.7973

Sean Robinson - 425-281-8132

Dave Simmons - 847-254-0873

NORTH Mgrs

Ted Villaire - 312-563-1118

Frank Geilen - 773-294-8568

SOUTH Mgrs

Jim Merrell - 773-456-1345

Daphnay Sagaille – 847-997-5761

Use ZELLO to contact Managers,
use CELL Phone as back up and
non-emergency hotline as last
resort

312-216-0464

Volunteer Accommodations Mgr

Stephen Sanders

312-898-2526

Faraz Hussain

312-285-0370

Zello - CHANNEL 4 RIDE MARSHALS

Ride Marshal Mgrs

Roland Hayes

312-860-2229

Rubani Shaw

773-710-3446

Route Captain Leader

Ardarius Blakely

678.517.3985

Volunteer Accommodations Mgr

Stephen Sanders

312-898-2526

Faraz Hussain

312-285-0370

Use ZELLO to contact Managers
use CELL Phone as back up
and non-emergency hotline as
last resort

312-216-0464

Zello - CHANNEL 5 REUNION TEAM

Reunion Managers

CENTRAL

Eva Rowe

773-383-8129

NORTH

Travis Cronkite

773-964-9071

SOUTH

Melody Geraci

773-398-7898

Zello - CHANNEL 6 SAG

SAG Driver Manager

David Powe

312-530-3248

SAG Drivers

Martin Frank – 630-240-4790

Miranda Davis – 302-402-4845

Dave McDermott 312.388.8737

Sofia Garcia – 773-915-3860

Bob Rynell – 773-403-7795

Brandon Sheppard, 815-474-3815

Incident Report, Bike Tag and Reunion

- Incident Report- We've updated our incident reports to be more specific and reflective of what info is usually provided and what's needed! We have a digital version that will be available via Zello on the morning of the event. Make sure to get the **Rider Number** each time.
- Bike Tag- Only used in the event that a rider gets transported off the course without their bike. We need to get the bike back to the owner!
- Reunion- Separate PINK form. Used in the event that a rider gets separated from their group. This can happen to people of many ages! Please remember to be kind and remind them that we always unite folks back together! :)

Take a look at them!

Incident Report

| | |
|--------------|---|
| VOLUNTEER | VOLUNTEER _____ PHONE# _____ |
| | ROLE _____ |
| | DESCRIBE INCIDENT _____ |
| PARTICIPANTS | LOCATION _____ <input type="checkbox"/> REGISTERED PARTICIPANT? |
| | PARTICIPANT _____ PHONE# _____ RIDER# _____ |
| | WITNESS _____ PHONE# _____ RIDER# _____ |
| | EMERGENCY CONTACT _____ PHONE # _____ |
| | <i>PLEASE COMMUNICATE WITH YOUR VOLUNTEER MANAGER VIA ZELLO IN CASE OF POLICE OR AMBULANCE</i> |
| MEDICAL | DESCRIBE INJURIES _____ |
| | <input type="checkbox"/> MEDIC STAFF <input type="checkbox"/> EMT/AMBULANCE <input type="checkbox"/> POLICE |
| | HOSPITAL SENT TO _____ FIRST AID Y / N |
| | <input type="checkbox"/> DECLINED MEDICAL TREATMENT |
| RESOURCES | TIME _____ <input type="checkbox"/> SAG POLE # _____ |
| | NOTES _____ |

Bike ID

PLEASE GATHER THE FOLLOWING INFORMATION AND RADIO TO COMMUNICATIONS

BIKE COLOR _____

BIKE BRAND _____

IDENTIFYING CHARACTERISTICS:

(bell, basket, rack, mirror, etc.) _____

NOTES:



Missing Person / Reunion Team

PLEASE GATHER THE FOLLOWING INFORMATION AND RADIO TO COMMUNICATIONS

| | |
|---------|--|
| REUNION | REPORTED LOST <input type="text"/> DATE <input type="text"/> TIME <input type="text"/> NAME <input type="text"/> OF MISSING/FOUND PERSON |
| | GUARDIAN'S MOBILE# <input type="text"/> LAST SEEN <input type="text"/> LOCATION / LANDMARK |
| | AGE OF MISSING PERSON <input type="text"/> HELMET COLOR/STYLE <input type="text"/> GENDER <input type="text"/> |
| | ETHNICITY <input type="text"/> HEIGHT/WEIGHT <input type="text"/> HAIR COLOR <input type="text"/> |
| | HAIR STYLE <input type="text"/> EYE COLOR <input type="text"/> <input type="checkbox"/> GLASSES (YES) |
| | BIKE DESCRIPTION <input type="text"/> BRAND / COLOR / STYLE / OTHER DETAILS |
| | NOTES / RESOLUTION |



E-Tickets & T-shirt Pick Up

T-Shirts, Challenge medals & ride guides can be picked up at the following locations:

- North Rest Stop
- South Rest Stop
- Festival

BikeTheDrive.org Page of

REGISTRATION # _____

FIRST NAME _____ LAST NAME _____

ADDRESS 1 _____ ADDRESS 2 _____

CITY _____ STATE _____ ZIP CODE _____

BIKE THE DRIVE | **ACTIVE TRANSPORTATION ALLIANCE**

Sunday, September 1, 2024

ACTIVE TRANSPORTATION ALLIANCE

T-Shirt Voucher
SIZE _____


You can redeem this voucher at any t-shirt pick-up location.
If blank, you declined free tee shirt during reg.

PANCAKE VOUCHER
Participant has purchased during registration?
 YES NO

Forgot the pancakes?
You can purchase the day of the event!

How to affix your rider number

1. Use scissors to cut along dotted line.
2. Take the strip of paper that contains your rider number and emergency contact info and begin to create a loop.
3. Loop the strip of paper around your handlebars or top tube and staple (or tape) the loop closed so that it hangs on your bike.



30-Mile Challenge Participant YES / NO NO
Paid for Upgrade to VIP YES / NO NO

Emergency contact name _____

Emergency contact phone # _____

Helmets are required by all riders
During Registration, all riders read, acknowledged and accepted the participation terms and conditions.



How can we have THIS much fun?



- We're a community! We're all here to make sure BTD is enjoyable
- If you aren't sure...ask
 - Rules/Guidelines (ask your manager)
 - Everyone's Pronouns (he/she/they)
- **Lead with kindness to riders.** If someone isn't registered encourage them to do so. But if they don't we will offer them grace & let them continue.

What's Next?

Email from Volunteer Managers

You will receive a text message link to log into your channels

THANK YOU!!

- Make sure to have fun and ensure our participants have fun too!
- Stay safe! If you feel ill before the event, please alert your Manager ASAP! We'd rather have you home and safe!



Questions

Specific Questions: volunteer@activetrans.org