

# 2020 CDPHP® Workforce Team Challenge

## Drop-Off Assistance Form



Company/Organization name: \_\_\_\_\_

Contact person: \_\_\_\_\_

Contact phone: \_\_\_\_\_

### Arrival Assistance

Tents are available at 2:30 p.m., and arrival assistance is available from 2:30 p.m. to 5:00 p.m. Arrive at the State Street side of the Plaza near the guard gate. We will have signs to assist in locating the correct spot.

- › Assistance must be scheduled in advance using this form, which should be emailed to [sponsorship@cdphpwtc.com](mailto:sponsorship@cdphpwtc.com)
- › To accommodate everyone who needs assistance and to ensure we can schedule the necessary resources (volunteers / golf carts) to properly assist you, it is important that you arrive at your scheduled time. Please enter your preferred time, as well as a second-choice time (scheduled in 15 minute shifts).

We would like assistance at: \_\_\_\_\_ or at: \_\_\_\_\_  
(preferred time) (second-choice time)

Arrival contact name: \_\_\_\_\_ Phone: \_\_\_\_\_

### Food Delivery Assistance

We can assist you with food delivered by an outside vendor. All food must also be delivered to the State Street side of the Plaza near the guard gate, where one of your employees will meet us at the scheduled time with the food money, if not prepaid. Then we will help cart the food to your tent. **Note: Outside vendors are not allowed to deliver food directly to your tent.**

- › Assistance must be scheduled in advance using this form, which should be emailed to [sponsorship@cdphpwtc.com](mailto:sponsorship@cdphpwtc.com) before scheduling a time with your food vendor. Again, to ensure that we can schedule the necessary resources (volunteers / golf carts) to properly assist you.
- › Food-delivery assistance begins at 6:15 p.m. and ends at 7:30 p.m.
- › Please enter your preferred time, as well as a second-choice time (scheduled in 15 minute shifts).

We would like assistance at: \_\_\_\_\_ or at: \_\_\_\_\_  
(preferred time) (second-choice time)

Food contact name: \_\_\_\_\_ Phone: \_\_\_\_\_

### Carry-out Assistance

We can assist you with bringing items back to your vehicle. This is on an as-ready, first-come, first-served basis. We will make every effort to assist you as quickly as possible. The Plaza closes at 9:00 p.m. Carry-out assistance will be provide through 9:20 p.m.