## THE AMAZING WELLNESS RACE

## SETUP INSTRUCTIONS

1. A total of ten 6 ' rectangle tables, one 60 " round tables, and 20 chairs.
a. Tables will need to be covered in black linen table coverings with skirting.
b. Will accept $8^{\prime}$ rectangle tables if $6^{\prime}$ is not available.
c. Will accept rectangle tables or different sized round tables if 60 " round table is not available.
d. If PURCHASER has contracted any optional Add-On Station(s) to the program (See Page 2).
2. An open, continuous space, either indoor or outdoor (indoor preferred), large enough to accommodate 10 tables with additional space for activities.
a. Tables and chairs are set up with the ability to move comfortably between each table without obstructions.
b. If the Purchaser has contracted any optional Add-On Stations, the minimum room size should be able to hold the appropriate number of added tables and/or chairs (See Page 2).
3. If PURCHASER has contracted any optional keynote(s) and/or Workshop(s) to the program, the following in addition to the above room setup is needed:
a. Theater Style OR Round Table Style room

i. Round Table Style preferred for Workshop(s)
b. Room size big enough to fit all participants
c. Audio Input or Bluetooth connectivity to work with MacBook Pro
d. Projector/Screen for PowerPoint
e. Sound system
f. Microphone (wireless preferred)
g. Number of round tables needed for the appropriate amount of participants
4. If PURCHASER has contracted any optional Add-On Station(s) to the program, the following in addition to the above room setup is needed:
a. One 48 " table is needed per Add-On Station
b. Stations: Wellness Kits, Inspiration Grids, Hydration, Snack, \& Pause 4 Paws
i. Refer to the yellow round table(s) on Setup Map(s) (See Page 2)


If PURCHASER has contracted any optional Add-On Station(s) to the program, the following are Room Setup Map examples depending on how many Add-On Station(s) were added.


