Washington University in St. Louis allows student organizations and University departments to host Charity 5K Runs on the Danforth Campus. Sponsoring student organizations or departments should complete the attached checklist confirming all of the necessary campus partners are aware of the event. Issues to keep in mind include the following.

- An advisor to the student organization or appropriate staff from the sponsoring department must be in attendance.
- Races should start/end in either the Brookings Quad or at the Athletic Complex.
- Race routes approved by the University must be used.
- The sponsoring organization/department will provide adequate volunteers to ensure participant safety. The number of volunteers will be determined as the planning process unfolds, taking into consideration the number of runners, construction along the route, and other events on campus, etc.
On Campus Charity 5K Run Checklist

Name of Student Organization/Department: __________________________________________________

Contact Name: ___________________________ Phone: ___________________________

E-mail address: ________________________________________________________________

Organization Advisor present the day of event: ______________________________________

Phone: ___________________________ E-mail address: _________________________________

Proposed Date of the Event: _______________________ Proposed Start Time: ________________

Preferred Start Location: _______Athletic Complex or _______ Brookings Quad (Note: Route is determined by start location.)

Proposed Location of Awards: _______________________________________________________

Estimated number of attendees: ____________________________________________________

This event is for Washington University community only. Yes ________ No _________

NOTE: If the event is open to other than those in the University community, please attach a roster of invitees, along with a copy of the proposed liability waiver they will sign.

Charity Supported by the Run: ______________________________________________________

Contact Name: ___________________________ Phone: ___________________________
POINTS OF CONTACT (Initials signifying they discussed the event with you.)

1. Mike Hayes, Executive Director of Campus Life. Campus Box 1059. 935-5994.
2. Phyllis Jackson, Event Management. Campus Box 1155. 935-5234.
3. Andrew Koch, Washington University Athletics. Campus Box 1067. 935-4703
4. Lt. Jim Roth or Chief Don Strom or Sergeant Mark Glenn, Washington University Police
   Department. Campus Box 1038. 935-7697 (Patrol Bureau Commander) or 935-5514
   (Police Chief).
5. Nick Stoff, Transportation/Parking. Campus Box 1200. 935-7783
   Campus Box 1010. 935-9264 or 362-6816.
7. Mary Ann Dill, Facilities Planning & Management. Campus Box 1036. 935-6121
ROUTE 1: Take Steps for Kids 5k 2010 and 2011
(Two counterclockwise laps)
ROUTE 2: Take Steps for Kids 5k 2009
(First counter clockwise lap includes the South 40)
ROUTE 3: One Mile from Brookings quad

Alternate finish in Red
ROUTE 4: 5k Starting and Ending on Track

One Perimeter loop of campus plus one loop of the South 40. I put a red dot where you would need volunteers.
ROUTE 5: 5k Starting behind the tennis courts
One Perimeter loop of campus plus one loop of the South 40. The only downside is the course passes in front of Graham Chapel.
ROUTE 6: One Mile around the Library

This is an out and back loop of the library, starting and finishing at the track.