



2023

EVENT GUIDE

EVENT DESCRIPTION / SCHEDULE

Join your co-workers and friends for Houston's 7th Annual "Largest Office Party" at Memorial Park, this October 17-19, 2023. This event promotes the health and wellness of our corporate community and provides a great opportunity to head outside for a fun happy hour after the work day ends. All levels of runners and walkers are encouraged to participate for their "Company Team."

The 5K course is on the main loop at Memorial Park and will take place over a three-day period, Tuesday-Thursday. Just select one of those event days to run or walk. You can then cross the start line anytime on that day from 4-6:30pm. Don't worry about being late in the Houston traffic or getting stuck in a meeting that runs long. Afterwards, enjoy complimentary food and a Saint Arnold beer/cider on us in our post-race hospitality village!

Daily Event Schedule:

3pm - Hospitality Village Opens

4pm - 5K Course Opens

6:30pm - 5K Course Start Line Closes, Finish Line remains open until last participant crosses

7:30pm - Hospitality Village Closes*

**Note: Schedule Subject To Change*

PARTICIPANT GIVEAWAYS / DEADLINES

Your Race Packet for in-person participants contains:

- Commemorative Running Tech Shirt
- Goody Bag including special offers/items from local partners
- Run Bib

All Bibs have an RFID tag located on the back of the bib for tracking on the course. **Please leave this tracking in place centered on the front of your shirt to accurately time/track your participation.**

The registration deadline for the event is **Friday, October 6th at 11:59pm**. No registrations are permitted after this date. No registrations can be altered after this date.

EVENT DAY COURSE MAP/PARKING

HESS HOUSTON CORPORATE 5K COURSE / PARKING



The Start and Finish Line, along with the hospitality village are **ALL** located together in the same staging area in the BEAUTIFUL Eastern Glades off E. Memorial Loop Drive

Start Line Location – LOOK FOR THE WHITE TENTS!

HOSPITALITY VILLAGE LAYOUT

- Not to scale. Spacing and tent location may differ slightly on event day.
- Colors indicate different size tents. Table/chair details are in the boxes above the map
- Your tent will be identified by a banner with your company name on it, not by number on this page. The numbers are just for the purpose of the team captain guide
- Please do not ask our volunteers “where is tent 4” as they will not know. Just look for your tent banner.
- The number associated with your tent is not a ranking in any way (i.e. tent 3 is not in a better location or a better tent than tent 27 etc).



	Tuesday 10/17	Wednesday 10/18	Thursday 10/19
1	Texas Pipe & Supply	Flowserve	Tenaris
2	Mays Business School	Macquarie	Carriage Services
3	ABB	Cadence Bank	DXP
4	Eco Services	Speedcast	HNTB
5	Pinnacle Midstream	Whitley Penn	Hess
6	20 Greenway	Osaka	Key Energy
7	Vallourec	Friedkin Group	BASF
8	Seatrax	Accenture	Nissan Chemical
9	CFG	Access Sciences	Solvay
10	RTI	Cotton Holdings	Via Renewables
11	TechnipFMC	United Airlines	Revenew

12	Legacy Community Health	United Airlines	S&B
13	Alaunos	Apache	Dow
14	PwC	Kayne Anderson	Vaughn Construction
15	Stream	Melton & Melton	Colliers
16	United Way	Chamberlain Hrdlicka	Black Stone Minerals
17	Port Houston	Percheron	Audubon
18	Skadden	W-Industries	Audubon
19	HISD	JPMorgan Chase	David Weekley Homes
20	Lennar	JPMorgan Chase	Sterling McCall
21	TPC Group	Kinder Morgan	Katoen Natie
22	Rockcliff Energy	Bristow Group	University of Houston
23	Spitzer Industries	Equinor	Freeport LNG
24	Brock Group	AECOM	DistributionNOW
25	Texas Heart	Ranger Energy	Sooner Pipe
26	HMH	Fayez Sarofim	Quantlab
27	Great Lakes Dock	Ikon Sciences	Quielflex
28	Crain Caton & James	Vinmar	TGS
29	Tidewater	Jackson Walker	Liskow & Lewis
30	St. Theresa Church	Talos Energy	KBR
31	EDP	Hunting	Tricon
32	RMH	Primary Services	PCL Construction
33	Champion X	Richdale Apartments	Immatics
34	Magnolia Oil & Gas	Fracht	Spur Energy
35	Koch Modular	Sasol	Archrock
36	CGG	Worley	LSPI
37	Hexagon	EDG	Mercuria Energy
38	Conexus	Hoover CS	SBM Offshore
39	CEVA Logistics	WM	CITGO
40	Sinopec	Tokio Marine	QuVa Pharma
41	MicroSeismic	Chord Energy	Fugro
PAV	Houston Airport	Shell/Helix Energy	Honeywell

*****Your tent will have a banner with your company name on it at the event. It will not be identified by a number you see here!*****

HOSPITALITY VILLAGE RULES – PRIVATE TENTS

- Area open each day between 3pm – 7:30pm (subject to change)
- Personal tents, tables and chairs are not allowed.
- Teams must have a tent to pre-purchase catering. No outside food or drinks (including water) are allowed inside the Hospitality Village.
- Teams may decorate their tents to enhance their space. Generators will not be allowed at tents so we recommend only battery-powered items.
- There will be NO: vehicles allowed in the tent area, open flames, barbecue/grilling, live or amplified entertainment at your tent.
- There will be NO promotions, giveaways or sampling of food or beverages of any kind, unless otherwise given written permission by the event management.
- These rules will be enforced by event staff throughout the pre-race and post-race festivities

PARKING

Three Ways to Enter Memorial Park

1. E. Memorial Loop Drive/Memorial Drive (6502 Memorial Drive). This entrance is the closest to the event. As you pull into this entrance you will drive past the hospitality village and park in the nearest lot you can find.
2. West Memorial Loop Dr/Memorial Drive - Drive all the way around the park until you get to one of our parking lots. You will go almost a whole lap around the park. Do not park on West Memorial Loop Drive!! If you haven't passed the tennis courts and driving range, you haven't gone far enough
3. Westcott St (off I-10) -If you are taking I-10 get off at the Wescott/Washington (exit 764) and then turn into the Park entrance (Memorial Loop Dr). Drive as far as you can go and then make a left turn and one of the lots close by.

Where is the closest place to park? We will have 3 reserved lots just for event participants within the park and one parking lot with a shuttle bus:

1. Pool Lot - The entire lot by the pool is free and reserved for just event participants. To prove you are an event participant you must show your bib upon approaching the lot.
2. Past the pool lot there is another lot reserved for participants by the baseball/softball fields near the Westcott St entrance. It is about a 10 minute walk to the start line from here. You must show your bib to gain access
3. St. Theresa's Church lot will be reserved for our participants as well. You must show your bib to gain access to the lot
4. Golf/Course- You may also park here but there will be a charge (just \$1 for 3 hours)
5. Picnic Loop Lot (located across Memorial Drive. You may park here and take one of our **free shuttle buses** right to the start line. This is the most hassle-free way to park and you do not need to show your bib. **Shuttles run from 3pm-8pm**
6. Tennis Courts - There is parking available next to and across the street from the tennis courts. However, please keep in mind it will be a 15-20 minute walk from there to the start line. If you do not want to walk that far, please consider option #5 if you can't find parking that is closer.

Where should you NOT park? **To avoid being towed, there is no parking allowed on Crestwood Street or that runs parallel to the Eastern Glades.** There is also no parking on any grass within the park.

Start / Finish Line - Follow the course map above to the start/finish line area (SF). 5K starts and ends under an inflatable. Course remains open between 4pm - 6:30pm. **Look for the white tents as your landmark** located in the Eastern Glades.

Hospitality Village - Identified on above map. Village will be open from 3pm-7:30pm (approximate closing time, subject to change based on foot traffic in the village area)

Registration / Late Packet Pick-Up Tent - There is no packet pickup on site at the event and there is no registration available on site. Everyone must be registered by Friday 10/6 to participate in the event and receive their packets prior to their event day.

Water Stops presented by Flowserve - Available at approximately the halfway point and at Finish Line. Water will be supplied throughout the hospitality village as well.

ADDITIONAL EVENT INFORMATION

WHO CAN PARTICIPATE?

Corporate company teams can consist of employees (full-time/part-time/contracted), vendors, family members and friends. Ages 18+ only. Each company must have a minimum of four (4) participants when registration closes on 10/6. Minors under the age of 18 are not permitted to attend the event.

Gear Check

There will be no event day gear check. Please securely store your belongings in your vehicle or at home.

Medical Assistance – Kelsey Seybold

Kelsey Seybold is our official medical partner for this event. If anyone needs medical attention during the event, an EMS will be on site with first aid in the village. If you're on the course and see a fellow runner in need, call 9-1-1!

Company T-Shirt Contest

Back by popular demand this year is the shirt contest! While not required, you may create your own company team shirt for your employees to wear at the event, and enter it into our contest. There will be a vote at the end of Corporate Run Week by our impartial panel of judges to determine a winner for the most creative/best designed company team shirt. The winner gets a great prize for their office. To enter the contest, email your company design directly to us at: coordinator@houstoncorporate5k.com

Results presented by Mays Business School

To see all 2023 run results, visit our results tent on site in the village. An email with a link to results will also be sent to be viewed on the Mays Business School website.

Race Photos

Your 2023 event photos will be posted to the Spring Action Photos website. You can search for your photos by your last name or your bib number post-event. You'll also be receiving an email from them directly! Be on the lookout for discounts that will be offered.

Tips for better race photos:

- Wear your bib on the front of your shirt.
- Pin all 4 corners of your bib.
- Pull your cap/hat away from your face.
- If running with a friend/family, run shoulder to shoulder while your photos are shot.
- Smile

Course Etiquette

Please keep "Rules of the Road" in mind when running. Stay to the far right of the walking trail at all times and pass on the left when possible. Memorial Park will remain open during the event hours which means people will be coming from the opposite direction you are running. If running in a group together, remain no more than two abreast to avoid collisions on the trail. Please be courteous of other patrons at the park. For competitive participants, please remember this is a 'friendly' competition. Safety first!

Due to insurance restrictions, baby joggers, strollers, animals, skates or other vehicular apparatus are not allowed by participants on the race course.

Headphones are not recommended during the race, but not prohibited. Please stay aware and in-tune with your surroundings.

Refund Policy

All registrations are non-refundable and non-transferable. If any entry from your team has to be deleted, please let us know ASAP. Please make sure to check your roster of employees. We can only delete entries prior to 10/6. However, after 10/6 all entries are final no matter what. We cannot change anything then. If someone cannot participate, they may not give or sell their bib to anyone else and entry fees cannot be transferred from year to year.

CHARITABLE BENEFICIARY - MEMORIAL PARK CONSERVANCY

A portion of all registration and sponsorship proceeds will directly benefit the Memorial Park Conservancy, which is committed to restoring, preserving and enhancing Memorial Park for the enjoyment of all Houstonians, today and tomorrow. This event raised \$85,000 in 2022 and has raised hundreds of thousands of dollars for the Conservancy over the 7 years it's been in existence.

Volunteers

Our volunteers are presented this year by **JPMorgan Chase**. Volunteers will be scattered around the event in the village, at water stops etc and identified by their shirts. Please feel free to ask them questions you may have. If they can't answer they will direct you to someone who can help.

CORPORATE TEAM AWARDS

This event is a friendly competition across multiple categories, including:

The #Hess5K will have an award event within a few weeks after the event to officially announce all the winners. All team captains will be invited to attend along with individual award winners. This year features the following awards:

1. Top Overall Participating Company Award presented by lululemon (most employees overall)
2. Industry Category Top Participation Awards (most employees from a company in an industry)
3. High Participation Percentage Award (highest percentage of employees from one company's total employee base - minimum 50 employees)
3. Individual Award Winners:
M/F Over & Under 40, M/F Age Groups,
4. Top Overall Average Team Time – “The Fastest Company In Houston”
5. Most Creative Shirt Design (voted on by our panel of impartial judges who do not represent any companies participating in the event).

Disclaimer Regarding Awards

In order to be eligible for awards, all runners must be 18 or over and must be employed full-time, part-time or contracted by the company to qualify. If upon verification the Race Directors find discrepancies, the team/individual will not be eligible for an award. All awards will be distributed to the winners following the conclusion of the event at the awards ceremony.