



Secret Families Christmas Charity

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<http://www.secretfamilies.org>

SCHEDULE FOR THE EVENT DAY

	(Shift Detail)	(Time)
(SHOPPING) * MEIJER		
60 teams x 5.3 Families/340 Fams	Captains Meeting	5:30am
• 30 Min/Family	All Teams Meeting & Pic	6:00am
	120 Families	7:00am
	240 Families	8:00am
	300 Families	9:00am
	340 Families	10:00am
(WRAPPING) * TOYOTA		
26 Teams/Shift x 4-5 Families		
• 20-25 Min/ Family	Shift 1 Meeting & Pic	7:30am
	Shift 2 Meeting & Pic	9:30am
	Shift 3 Meeting & Pic	11:30am
(DELIVERY) * TOYOTA		
26 Teams x 12 Families		
A-D *20 min Family	Captains Meeting 1-13	9:00am
E = 28 Families	Loading A (78)	10:00am
	Captains Meeting 14-26	10:00am
	Loading B (78)	11:15am
	Loading C (78)	12:30pm
	Loading D (78)	2:00pm
	Loading E (28)	3:30pm

	340 Families Setup	
(IN-KIND BAGS) * Dalton & Co./1901 W Kilgore Ave		
	Meeting & Pic	7:15am
	125 Bags to Toyota	9:30am
	Balance of Bags to Toyota	11:00am
(TREES DELIVERY) * MEIJER?/MENARDS? Westside Parking Lot		
20 Teams x 12 Families		
• 30 Min/Family	Captains Meeting & Pic	8:00am
	Start Loading	8:30am
(DINNER) * Toyota		
		5:00 approx.



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AL SCHEDULE – 2016 DAY OF SECRET FAMILIES

(Friday)

5:00pm Setup (MCS Swim Team) & Signage
Parking Lot Rope Off (Derick)

(Saturday)

3:30am Meijer Setup
5:30 Meijer Shopping Capt's Meeting
6:00 Meijer Shopping Team Meeting & Pic
7:15 Toyota Wrapping Shift 1 Meeting & Pic
8:00 Meijer?/Menards? - Tree Team Meeting & Pic
9:00 Delivery Team 1 Meeting Teams 1-13
9:15 Toyota Wrapping Shift 2 Meeting & Pic
9:30 In-Kind Bags & Pet Items dropped off
10:00 Tent/Loading Bags & In-Kind
10:30 Delivery Team 2 Meeting Teams 14-26
11:15 Toyota Wrapping Shift 3 Meeting & Pic
5:00pm Toyota Dinner
7:00 Cleanup
Food to Mission