

Event Information

FAQs to support patrons

Prior to the event we'll email you the Minute x Minute and some other useful guides to download to your phone.

The documents are searchable in **Adobe Reader** and downloading and using them is the best way to ensure you can answer any patron's question.

It's important that if an event patron asks you a question and you don't know the answer, you help them find the information they need, either by using the guides documents or asking a colleague.

Post event team lunch

All staff are invited to a celebratory lunch on circuit. Our post event team lunch will be at the Red Bull Energy Station on Monday 17th March at 12.30PM - 1.30PM.

At the lunch we will take an all-staff photo.

For event staff who have finished work on Sunday, please come back and join us for lunch on Monday!



Event Information

Staff Photo

A group photo will be taken of all staff on the track, the time and location will be shared shortly.

Please ensure you wear your red shell jacket (it's the one without the hood, pictured below), black pants/skirt and black shoes for the photo.

Please remove accreditation and lanyards, radios and sunglasses.



Staff Parking Entry Location

Staff are required to park in the **Golf Course Car Park (G)**.
Entrance is located via **Gate 5 off Albert Road** (Please see below map).

Note: F2, F3, International Media & other contractors will also be parking on the Golf Course so please look out for AGPC dedicated signage. Only park in this area.

Accreditation must be affixed to left hand lower windscreen only.

Event Information



Staff Parking



- **Security Escorts:** MSS Security will have an escort system in place for staff to have a guard collect them from the EMO & Villas and walk them to their vehicle
MSS Contact Number: 0401 776 038
- **Roaming Security:** throughout the car park for vehicle safety
- **Buddy System:** We recommend that staff leave in groups to walk to the golf course
- **REMINDER:** Accreditation will be scanned & vehicle passes must be displayed from midnight Tuesday 11th March

Event Information

DRINKS/REFRESHMENTS

- Keep hydrated & look after yourself.
- Please utilise refillable water bottles; water dispensers will be in all offices.
- No glass bottles in public areas.

RUNNING LOW ON STOCK IN YOUR FRIDGE?

- Text Claudio on 0439 499 233
- Please message before you run out of stock

Staff Lunch Vouchers

VOUCHERS

- For those that have selected vouchers, these can be redeemed at any food outlet or food truck.
- These are redeemable on event days only
- Vouchers will be distributed at the staff dinner on Monday of event week.

HANDY HINT

- Go outside of peak times, so you won't be waiting as long for your food.
- Don't waste voucher on beverages! There are stocked fridges in each office area.

Staff Dinners

Dinner will be held in the Pit Exit hospitality facility.

Dietary requirements will be catered for separately – please notify an Atlantic team member.

Dinner time is after Gates Close – due to personnel working all the way up to gate closing time and beyond.

- Staff dinners are not compulsory, but they are a great way to connect with colleagues and find out what's on for the following day.
- For casual staff who finish work earlier, please log the time you've finished into Bundy Plus but stay for dinner to catch up with colleagues if that works best for you.
- We ask two things of you all to ensure important information is received by all, and to make the non-compulsory dinner system work:
 - Those attending dinner please distribute any key messages to your team via Teams/WhatsApp/text.
 - Those not attending dinner, please check in with a teammate who has attended if you don't receive any update.
- The timings of the staff dinners can be found below however will also be circulated closer to the event (subject to change).

Event Information



DAY	TIME
Monday	6.30PM
Tuesday	6.30PM
Wednesday	7.30PM
Thursday	7.30PM
Friday	8.00PM
Saturday	8.00PM
Sunday	8.00PM

Event Information

Reminder for Casual Employees

Don't forget to clock in and out at the start/end of your shift each day using the BundyPlus app. You don't need to clock regular lunch breaks as a 20-minute break will automatically be deducted every 5.5 hours.

Please download the app below, you will receive an activation email closer to your start date that will allow you to access BundyPlus and set up your account in preparation for your first day.



Fortnightly pay periods for casual staff end on:	Deadlines for managers to approve hours in BundyPlus:	Pay day:
Monday 03 March	5pm Monday 03 March	Friday 07 March
Monday 17 March	5pm Monday 17 March	Friday 21 March