

# 2026 SUMMER

## COMPANY COORDINATOR HANDBOOK



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**\*All Dates & Info are Subject to Change**  
As of 3.13.2026

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## What is Corporate Games?

Connecting over 95 companies with an estimated 10,000 employee participants with the opportunity for everyone in your company to contribute to the team's success. From the Wellness Walk to a soccer team, involving as many employees as possible to bring teamwork, morale, camaraderie, and company pride to the forefront. Corporate Games brings together companies of all sizes to compete in a collection of 40+ events with the goal of winning the Corporate Cup.

### Companies will compete in various events for Gold, Silver, or Bronze!

- Participate in the following for more points toward the Corporate Cup:
  - Company Festival/Opening Ceremonies.
  - Food and Blood Drive.
  - Contribute minimum requirements to the Utah Food Bank and American Red Cross.
  - Register the minimum Walkers in the Wellness Walk.
  - Provide volunteers at various events.
  - Get your Executives involved with the Executive Challenge.
- Win the Corporate Cup!
  - Company with the highest medal counts at the end of the games will win the Corporate Cup!
  - *Medal Points + Bonus Points + Volunteers = CUP WINNER*
    - *Gold Medals are worth 12 points.*
    - *Silver Medals are worth 10 points.*
    - *Bronze Medals are worth 8 points.*

### Companies will also compete for Team and Individual Awards!

Awards will be handed out during Opening Ceremonies and Closing Ceremonies.

- Heart & Soul Award (By Division) (pg. 12)
- Top 2 Volunteer of the Games (pg. 13)
- Volunteer Company of the Games (pg. 13)
- Super Steppers Walk Award (Opening Ceremonies) - the company with the most “walkers” at opening ceremonies!
- **Company T Shirt Parade - 1st, 2nd, 3rd Place (Opening Ceremonies)**
- Company Festival Awards (Opening Ceremonies)
  - *Best Overall Booth*
  - *Best Swag*
  - *Best Entertainment*
  - *Best Decoration*

## Important Dates to Know

<b>April 15th</b>	<b>Registration Opens for Summer 2026 Corporate Games</b>
<b>May 22<sup>nd</sup></b>	<b>Early Registration &amp; Event Selection Deadline - <u>Earn 5 pts</u> if registration is paid and all events are finalized and not changed after May 22<sup>nd</sup></b>
<b>June 5th</b>	Event Registration & Selection Deadline - Events <u>cannot</u> be changed <b>NO EXCEPTIONS</b>
<b>June 17<sup>th</sup></b>	Company Manager Meeting details will be emailed out
<b>June 23rd</b>	<b>Mandatory Company Manager Meeting @ 6:30pm at Wheeler Farm</b>
<b>July 1st</b>	Schedules available online at <a href="https://quickscores.com/sportsoffice">quickscores.com/sportsoffice</a>
<b>July 7th</b>	Volunteer shifts available and emailed out to Company Coordinators
<b>July 10th</b>	Executive Challenge Rosters Due - Update rosters on Quickscores.com
<b>July 31<sup>st</sup></b>	Opening Ceremonies!
<b>Aug14<sup>th</sup></b>	Scavenger Hunt will be emailed out
<b>August 28th</b>	Blood & Food Drive Proof & Executive Challenge Pictures Due - email to <a href="mailto:corporategames@saltlakecounty.gov">corporategames@saltlakecounty.gov</a> by 5pm
<b>September 4<sup>th</sup></b>	Scavenger Hunt due <hr/>
<b>September 9<sup>th</sup></b>	Closing Ceremonies @ 6:30pm – Location: TBD

## Corporate Games Event Selection Process

- **Franchise:** A certain number of events that each company gets for a base fee. The first franchise purchased is considered the Cup Franchise. Franchise size (A, B, C, D) is determined by the number of local employees.
  - **Cup Franchise:** Companies that would like to compete for the Corporate Cup.
    - **Choose your Events:**
      - **Division A - 20 Events**
      - **Division B - 18 Events**
      - **Division C - 14 Events**
      - **Division D - 10 Events**
- **Recreation/Non-Cup (Single Events):** If a company does not want to purchase an entire franchise or wants a few more events, picking and choosing single events is the way to go. Single event participants still have the opportunity to receive medals but will not be in the point running for the cup.
- **What Division Are We In?**
  - When registering for the Games, please determine the division in which your company will participate.
  - In order to provide a common playing ground, companies are divided into divisions based on their **total local company size**, (including full and part-time local employees, not just those participating in the games).
  - Corporate Games office may ask to verify total company size to keep competition fair.
    - **Division A:** 500+ Employees
    - **Division B:** 250-499 Employees
    - **Division C:** 101-249 Employees
    - **Division D:** 0-100 Employees
- **What events do your employees want to play?**
  - a. Ask your employees what events **they** want to play! Many companies do this through surveys, mass email, or google doc where the employees can select what events they are interested in. If you need help with this - our office is happy to assist.
- **Do we have enough to play?**
  - a. Each event has its own requirements in relation to number of players on the field. (For example how many females must be on the field, and if substitutes are allowed during the course of play). The Event Roster Breakdown shows each event and the requirements of each. Be sure you have enough employees to fulfill the requirements before selecting to participate in the event.
    - i. *Note: Multiple cancellations, no-shows, or forfeits may result in disqualification from the games.*

## Fees

- **Fees for Corporate Games:**
  - **Franchise Fees:** This is the base fee. Certain events have additional costs. (1 event equals 1 team)
    - Division A (500+ Employees); 20 Cup Events; **Franchise Fee: \$2100**
    - Division B (250-499 Employees); 18 Cup Events; **Franchise Fee: \$1890**
    - Division C (101-249 Employees); 14 Cup Events; **Franchise Fee: \$1470**
    - Division D (1-100 Employees); 10 Cup Events; **Franchise Fee: \$1050**
      - **Extra Fees:** Events below have an additional associated fee per team.
        - **Archery:** \$75
        - **Golf:** \$240
        - **Go-Kart:** \$265
        - **Ninja Warrior:** \$60
        - **Pistol Shoot:** \$35
        - **Trap Shoot:** \$45
        - **Rifle Shoot:** \$35
    - When a company purchases a franchise, that fee includes the option to add 1 team for each bonus event (pg. 16) and automatically secures a spot for our opening ceremonies (including 1 booth spot and 1 chalk art spot).
  - **Recreation/Non-Cup (Single Events):** If your company does not want to purchase a franchise, you can still participate in Corporate Games by recreation/non-cup (single events).
    - Companies that want to purchase more events can choose any tier based on how many more events are needed.
      - Tier 1: 1 - 5 events: **\$315**
      - Tier 2: 6 - 10 events: **\$630**
      - Tier 3: 11 - 15 events: **\$945**
      - Tier 4: 16 - 20 events: **\$1260**
    - If recreation/non-cup events (single events) companies want to participate in a bonus event (pg. 16), each event is \$105.

## Events

- 3 on 3 Basketball - COED
- 3 on 3 Basketball - Men's
- 5 on 5 Basketball - Open
- 5K Race - COED
- Archery - Open
- Billiards - 9 Ball - Open
- Bowling - COED
- Bowling - Men's
- Bowling - Women's
- **Chess - Open - Bonus Event**
- Cornhole - COED
- Cornhole - Men's
- Cornhole - Women's
- Darts - Cricket - Open
- Disc Golf - Open
- Fishing - Open
- Go-Kart - Open
- Golf - COED
- Golf - Men's
- Kickball - COED
- Mini Golf - Open
- **Mystery Event - Open - Bonus Event**
- Ninja Warrior - Open
- Pickleball - Mixed
- Pickleball - Men's
- Pickleball - Women's
- Pistol Shoot - Open
- Rifle Shoot - Open
- **Scrabble - Open - Bonus Event**
- **Scavenger Hunt - Bonus Event**
- Soccer - COED
- Softball - Men's
- Softball - COED
- **Tennis - Open (NEW)**
- Texas Hold'Em - Open
- Trap Shoot - Open
- **Trivia Mania - Open - Bonus Event**
- Ultimate Frisbee - Open
- Volleyball - COED

- **Bonus events:** Extra events that your company can participate in for no extra cost if you purchase a franchise. If you are purchasing recreation/non-cup events (single events) and want to participate in a bonus event, each event is \$105.
  - **Bonus events do not count in your CUP Event Selections**
- Companies can have up to 3 teams per event in the CUP division.
- Companies can have up to 4 teams per event in the Recreation/Non-Cup. **Depending on availability**
  - Excluding Events (Companies may only have up to 2 teams):
    - 5 on 5 Basketball, Kickball, Soccer, Softball (Men's & COED), Ultimate Frisbee, Volleyball and Pickleball.
- Events may be capped due to availability.

## Player/Employee Eligibility

- **PLAYER/EMPLOYEE ELIGIBILITY:**
  - Each participant must be an employee who resides in the state of Utah, has been on payroll for at least 30 days, and works no less than 20 hours per week.
  - A participant must be at least 18 years old and cannot attend high school.
  - Company volunteers, company retirees, and unpaid board members are not eligible.
  
- **PLAYER/ EMPLOYEE VERIFICATION:**
  - Players will be verified prior to competition each night. The following are approved forms of verification: **THIS WILL BE ENFORCED!**
    - Company Photo ID
    - Photo ID w/Business Card
    - Photo ID w/Paystub
    - Photo ID w/Electronic Email
  
- **MULTIPLE TEAMS/ROSTERS:**
  - If a company has a franchise in the CUP division and teams in the Non-Cup/Rec division, players can play on both teams.
  - If companies have more than one team in an event, players cannot move to the other roster once the event has begun.

## Event Roster Breakdown

- **3 ON 3 BASKETBALL - COED & MEN'S EVENT:**
  - Each team must have 3 players on their roster, with 1 woman required for COED. Teams are allowed to have up to 6 players on their roster. Games must start and end with 3 players, 1 woman required (COED). **Subs are allowed.**
- **5 ON 5 BASKETBALL - OPEN EVENT:**
  - Each team must have a minimum of 5 players with a maximum of 10 players on their roster. Teams must have 4 players to start the game. **Subs are allowed.**
- **5K RACE - COED EVENT:**
  - **Subs are not allowed.**
    - Division A: Five runners, any two/three combination.
      - *Minimum: 4 runners at least 1 woman.*
    - Division B: Four runners, 2 men/2 women combination.
      - *Minimum: 3 runners at least 1 woman.*
    - Divisions C & D: Three runners, one woman minimum.
      - *Minimum: 2 runners at least 1 woman.*
    - Rec: Four runners, 2 men/2 women combination.
      - *Minimum: 3 runners at least 1 woman.*
- **ARCHERY - OPEN EVENT:**
  - Each team must have and compete with 3 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **BILLIARDS - 9 BALL - OPEN EVENT:**
  - Each team must have and compete with 2 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **BOWLING - COED, MEN'S & WOMEN'S EVENT:**
  - For all events, each team must have and compete with 4 players on their roster, with 2 women required for COED. **Subs are not allowed.**
- **CHESS (BONUS EVENT) - OPEN EVENT:**
  - Each team must have and compete with 2 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **CORNHOLE - COED, MEN'S & WOMEN'S EVENT:**
  - For all events, each team must have and compete with 2 players on their roster, with 1 women required for COED. **Subs are not allowed.**
- **DARTS - CRICKET - OPEN EVENT:**
  - Each team must have and compete with 3 players on their roster. No minimum women requirement. Players must be at least 21 years of age to play. **Subs are not allowed.**
- **DISC GOLF - OPEN EVENT:**
  - Each team must have and compete with 4 players on their roster. No minimum women requirement. **Subs are not allowed.**
  - **\*Each company enters two, 2-person teams, a total of 4 players\***
- **FISHING - OPEN EVENT:**
  - A team will consist of two to four people. No minimum women requirement. **Subs are not allowed.**

- **GO-KART - OPEN EVENT:**
  - Each team must have and compete with 4 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **GOLF - COED & MEN'S EVENT:**
  - For all events, each team must have and compete with 4 players on their roster, with 2 women required for COED. **Subs are not allowed.**
  - **\*Each company enters two, 2-person teams, a total of 4 players\***
- **KICKBALL - COED EVENT:**
  - Each team must have at least 8 players on their roster with at least 4 women. Teams are allowed to have up to 14 players on their roster. 11 players can take the field at one time with at least 4 women on defense. **Subs are allowed.**
- **MINIATURE GOLF - OPEN EVENT:**
  - Each team must have and compete with 4 players on their roster. No minimum women requirement. **Subs are not allowed.**
  - **\*Each company enters two, 2-person teams, a total of 4 golfers\***
- **MYSTERY EVENT (BONUS EVENT) - OPEN EVENT:**
  - Each team must have and compete with 4 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **NINJA WARRIOR - OPEN EVENT:**
  - Each team must have and compete with 4 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **PICKLEBALL - MIXED, MEN'S & WOMEN'S EVENT:**
  - For all events, each team must have and compete with 2 players on their roster, with 1 women required for Mixed. **Subs are not allowed.**
- **PISTOL SHOOT - OPEN EVENT:**
  - Each team must have and compete with 2 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **RIFLE SHOOT - OPEN EVENT:**
  - Each team must have and compete with 3 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **SCRABBLE (BONUS EVENT) - OPEN EVENT:**
  - Each team must have and compete with 2 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **SCAVENGER HUNT (BONUS EVENT) - OPEN EVENT:**
  - The event does not require any number of people.
- **SOCCER - COED EVENT:**
  - Each team must have at least 7 players on their roster with at least 3 women. Teams are allowed to have up to 20 players on their roster. Team's must have at least 6 players with at least 3 women to start. **Subs are allowed.**
- **SOFTBALL - COED & MEN'S EVENT:**
  - Each team must have 10 players on their roster, with 3 woman required for COED. Teams are allowed to have up to 20 players on their roster. Games must start and end with 8 players, 3 woman required (COED). **Subs are allowed.**

- **TENNIS - *Open EVENT*:**
  - Each team must have and compete with 4 players (minimum on roster). 2 Men and 2 Women for Men's/Women's Doubles, singles and Mixed. Teams can have up to 8 players on their roster.
- **TEXAS HOLD'EM - *OPEN EVENT*:**
  - Each team must have and compete with 4 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **TRAP SHOOT - *OPEN EVENT*:**
  - Each team must have and compete with 3 players on their roster. No minimum women requirement. **Subs are not allowed.**
- **TRIVIA (BONUS EVENT) - *OPEN EVENT*:**
  - Teams are allowed to have up to 4 players on their roster. A minimum of 3 players are required at the start of the event. No minimum women requirement. **Subs are not allowed.**
- **ULTIMATE FRISBEE - *OPEN EVENT*:**
  - Each team must have a minimum of 7 players with a maximum of 14 players on their roster. Team's must have at least 5 players to start. **Subs are allowed.**
- **VOLLEYBALL - *COED EVENT*:**
  - Each team must have 6 players on their roster, with 3 women required for COED. Teams are allowed to have up to 15 players on their roster. Games must start and end with 5 players, 3 women required (COED). **Subs are allowed.**

#### **CATEROGIES:**

- **COED:**
  - Events listed as COED have a specific number of women required to be participating. This number is listed in the Female Requirement column. Please see rules for the specific on-field gender ratios.
- **OPEN:**
  - Events listed as OPEN do not require a specific female to male player ratio. All that is required is the minimum number of players on the playing field to compete.
- **SUBSTITUTES:**
  - If substitutes are allowed during the actual course of play it is listed under each event. Some events allow additional players to be listed on rosters as "back up players" just in case to help alleviate forfeits.

## Executive Challenge

### ATTEND EVENTS. EARN POINTS. SUPPORT YOUR TEAMS.

1. Each company must put together a roster of up to **4 EXECUTIVES**. Executive is defined as: the boss, the one who makes the decisions, or the one who has the power to fire someone. Titles can include President, Vice President, Manager, Regional Manager, Director, Associate Director, Regional Director, CEO, CFO, COO, etc.
  2. This roster will be locked, and absolutely no changes will be allowed after **Friday, July 10<sup>th</sup>, at 5:00pm.**
  3. One executive will show up to a designated event and **must sign the ROSTER with accompanying ID** at the check-in table in order to receive a pin and claim points for the Corporate Cup. Only **ONE** executive may sign the roster for that event.
  4. **Executive will receive one pin at the event and the Executive's company will receive ½ (.50) point per Cup Event and Bonus Event for which they are registered to participate.** You may not receive extra pins or points for attending the same event on multiple nights. For instance, Volleyball is played on several nights during the games, but only one executive can check in a total of one day of volleyball. It doesn't matter which day the executive checks in.
    - a. *NOTE: Points will be tallied and applied towards the Cup based on signatures received. Therefore, **do not forget to sign the roster** when you arrive at the event.*
  5. **Companies may receive an additional ½ (.50) point per Cup Event and Bonus Event that the company is participating in,** by getting a picture with their team at the event with the Executive Challenge sign. Signs are at each event check-in.
    - a. *NOTE: The Executive must send the pictures to their Company Manager in one file (all events attended.)*
    - b. *The Company Manager will submit the pictures to [corporategames@saltlakecounty.gov](mailto:corporategames@saltlakecounty.gov) by Friday, August 28<sup>th</sup>, 2024.*
  6. Recreational events do not qualify for the Executive Challenge.
- **CUP POINT EXAMPLES (varies per division):**
    - Division A
      - Participates in 20 events:
        - Executive goes to all 20 events AND signs the form = 10 Cup Points (½ (.50) point per event)
        - Executive takes a picture at all 20 events, submits pictures to Company Manager, and Manager submits all pictures in one file to Corporate Games on time = 10 Cup Points (½ (.50) point per event)

**TOTAL POINTS FOR CUP EVENTS = 20 Cup Points**

## Heart & Soul

Salt Lake County Corporate Games is proud to encourage the improvement of our communities. Through Corporate Games each company has the opportunity to compete for the Heart and Soul Award. This award is given to the company in each division who cumulatively donates the most food and blood. (June 30th - August 28th)

**Evidence of donations must be submitted no later than 5:00pm on Friday, August 28<sup>th</sup>** Email to [corporategames@saltlakecounty.gov](mailto:corporategames@saltlakecounty.gov)

### **Blood & Food Drive and Cup Points -**

- Food Drive
  - Earn 6 cup points by donating a minimum of 200 (any combination of money or pounds of food equal to 200).
  - Donations will be donated directly to the Utah Food Bank.
- Blood Drive
  - A company is able to earn up to 15 cup points for donating blood.
  - Each “regular blood donation” that is given, in full, will give the company 1.5 pts.
  - To receive the full 15 cup points, companies must donate 10 units of blood.
  - Company employees and their family members may participate.
  - Proof of Donation details: Participant must have their Blood Donation paperwork Signed and dated by their phlebotomist in order for credit to be given.

### **Heart & Soul Points and Awards -**

- The Company that donates the most food and blood in each division will receive the Heart & Soul Award. How we determine the winner of the Heart & Soul Award: (Highest total combined points)
  - For food donation, whether its money or pounds, you will receive heart & soul points as follows:
    - 1:1 Ratio = 1lbs of food = \$1 donation
  - For each unit of blood that is donated, we will multiply that number by 13 and that total will be added to your heart & soul points.
    - i.e., 7 units of donated blood will result in 91 Heart & Soul points.

Example:

	Pounds (Lbs.)	Dollars (\$)	Total Points	# of Units	Points	Total Points	Total Combined
Company A	464	3230	3694	48	13	624	4318
Company B	0	200	200	29	13	377	577
Company C	0	0	0	14	13	182	182
Company D	214	0	214	10	13	130	344

## Volunteers

### **VOLUNTEERS ARE ESSENTIAL TO CORPORATE GAMES!**

Each company is encouraged to provide volunteers for a number of assignments, duties, and tasks throughout the games. This may include scorekeeping, linesman, set-up/take down equipment, player check-in and other duties as assigned. Some volunteers may be needed for the entire event, others for check-in purposes only.

#### **Follow these steps to sign up for volunteering:**

1. Volunteer Sign-ups will be available on [signup.com](https://signup.com). **A link to sign up for volunteer opportunities will be emailed out by 12:00pm on Monday, July 7<sup>th</sup>.**
2. Forward your employees the link to [Signup.com](https://signup.com).
3. Each employee will need to create their own username and password.
4. Once logged in, find the date and event to volunteer for.
5. Fill out all required information (name, company, email, etc.)
6. Add to your calendar/record all shifts registered for.
7. An email reminder will be sent out 24-48 hours before the volunteer shift.

#### **CUP Points and AWARDS**

- 10 volunteer cup points per company
- Cup points vary based on volunteer duty.
- Award given to the company with most volunteers points.
- Awards are given to the top 2 individuals who have the most points.