

Race Day Opening and Closing Schedule

Scales	Located in tech shed Hook up wire from scales to display Plug in display to a/c outlet Move table for clipboard and radio
Fire Extinguishers	Located in tech shed Put on at each track corner Put one at the flag stand Put one in the hot chute
Safety Vests	Located in tech shed Place one at each corner of track
Race Flags	Located in tech shed Mount flags at the flagstand
American Flag	Located in the tower Raise and lower the American Flag Feel free to enlist the help of a boy scout, they would be honored.
Numbers	Located in tech shed Place board on line up bar Refill with numbers as needed Restock located in tech shed If restock is low, check with the tower
Bathrooms	Lock/Unlock Cleaning supplies/restock located in gray shed Clean toilets and sinks Restock paper supplies Refill hand soap Empty trash Mop floors
Paved Concrete Areas	Sweep Rocks off Broom located in tech shed
Transponders	Located in tower Move from charging station to carriers Put on white table in the hot chute White table stored in tech shed After racing put back into charging station
Radios	Locate in tower in charging station 2 radios and 2 headphones at Flagstand 1 radio in hot chute for pit steward 1 radio at scales after racing, place readios back into chargers
Clip Boards	placed after line-ups are printed 1 at flag stand 1 in hot chute 1 at scales