**THUNDER NOVICE TOURNAMENT PARENT SIGN UP SHEET**

**DECEMEBER 8-10th 2017**

**INITIAL SET UP DONE BY THE MANAGER**

* Receiving payments and rosters of each team.
* Making up tournament draw and pre-filling out the games sheets
* Emailing and corresponding with teams.
* Scheduling parents to work 50/50, score clock, concession.
* Ordering Team medals/trophy
* Ordering Heart and Hustle award
* Booking and paying refs

**RAFFLE TABLE**

* Getting donations for the raffle table from family/friends/employment
* Purchasing items for the table
* Setting up table on Saturday morning
* Cleaning up the table after raffle is over
* Getting cash box with float
* Drawing for prizes

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**POPCORN MAKER**

* Arrange and collect from Credit Union
* Account for parts, clean and return

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**PROGRAMS**

* Design and print

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**LOONIE STICK**

* Get a left and right handed stick (often donated by a family)

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**TABLE FOR COACHES, MANAGERS AND REFS**

* Order necessary supplies before tournament
* Coffee, juice, and water
* Cups, stir sticks, sugar, creamer
* Donuts (pre order)
* Check throughout day to make sure clean and stocked

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**COACHES PACKAGE**

* Welcome letter
* Schedule of games
* Coupons
* Coaches survival kit

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**GOODIE BAGS**

* The bags are handed out to each team at the end of their first game
* Could include granola bar, juice box, coupons to local stores, a fun bonus item.
* Hot dog and juice box coupons from concession.
* **\* Will be asking anyone who would like to help “stuff” bags, to volunteer once all the items are acquired.**

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**PROGRESSIVE 50/50**

* Hand out prior to tournament one package of 10 tickets to each family.
* Collect tickets and money prior to tournament. Tally prior and during the tournament, updating the board. Draw winning ticket.

**\*All tickets must be accounted for and returned. If you do not sell your tickets, they need to be returned by December 7th 2017 to the people in charge.**

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**DECORATIONS**

* Make sure posters and signs are hung up prior to tournament
* Sign/Poster for each team, which include each player’s name and number

**Brandy McLean**

**\*\*\*\*\* PLEASE SIGN-UP FOR ONE THING IF POSSIBLE. THOSE PARENTS WHO HAVE NOT SIGN UP FOR ANYTHING WILL BE SCHEDULED MORE FOR THE 50/50, SCORE CLOCK AND RAFFLE TABLE.**