**BEFORE THE GAME**

First Aid Kits replenished – Ask a Committee Member

Bibs washed if necessary.

Coin for the Toss

Ensure the following on the score bench 30 minutes prior to game:

* **All Grades** - scoresheet folder with 1 scoresheets & charged tablet
* 2 Timers
* Match Ball

Purchase fill-in vouchers

Provide Best & Fairest Player Slips & yellow envelope

A1, B1, C1,17A & 15A – Provide pink Umpire voting slips

17A – Provide Wendy Gambling Trophy voting slips

Provide scorer & 2 timekeepers for game – remember a pen

Forfeits – notice must be given before 7pm night prior to game

**AFTER THE GAME**

Attach Fill in vouchers to Paper Scoresheet

Collect Best & Fairest Player slips & yellow envelope

A1, B1, C1,17A & 15A – Collect pink Umpire voting slips

17A – Collect Wendy Gambling Trophy voting slips

A1, B1, C1,17A,15A,13A,11A – Complete Club internal voting slips – To be put in Loxton’s mailbox (between gates of outdoor courts)

Scoresheet, B & F votes, games vouchers to be placed in box provided at venue for all games played (won or lost)

**BEFORE THE GAME**

First Aid Kits replenished – Ask a Committee Member

Bibs washed if necessary.

Coin for the Toss

Fill in teams on Tablet & paper scoresheet

Purchase fill-in vouchers

Provide scorer for game – remember a pen

Forfeits – notice must be given before 7pm night prior to game

**AFTER THE GAME**

Attach Fill in vouchers to Paper Scoresheet

Take photo of scoresheet (win or lose) and text to Club Registrar – Prue Sinoch 0407 611 475

A1, B1, C1,17A,15A,13A, 11A – Complete Club internal voting slips – To be put in Loxton’s mailbox (between gates of outdoor courts)

Scoresheet, B & F votes, games vouchers to be placed in box provided at venue for all games played (won or lost)