

**\*Important**

# Final Preparations

event time: \_\_\_\_\_

Team Captains      Lady: \_\_\_\_\_

Man: \_\_\_\_\_

Security Guards      \_\_\_\_\_

\_\_\_\_\_

Scorekeeper      \_\_\_\_\_

Tornado Man      \_\_\_\_\_

Lighting Operator      \_\_\_\_\_

Tech Operator      \_\_\_\_\_

- All volunteers are 20 years of age or older.
- I understand that the auditorium must be closed off 2 hours prior to start time.
- I have confirmed that the tech and lighting operator(s) will arrive 2 hours prior to start time.
- I have confirmed that all stage volunteers will arrive 90 minutes prior to start time.
- I have provided child care or instructed all volunteers to make arrangements for child care during training.

I have completed the final preparations

\_\_\_\_\_  
Name of Children's Pastor/Director