



Team Captains Checklist

Pre Event

- ☐ Personalise your team page
- ☐ Recruit team members
- ☐ Plan some team training days followed by breakfast
- ☐ Develop a team activity or fundraising strategy
- ☐ Create a contact list of team members
- ☐ Create a team roster
- ☐ Ask team members about sleeping arrangements

Today is the day! Have you packed...

- ☐ Sleeping bags, tents, pillows (if you're planning to stay the night)
- ☐ Gym towels - one towel will get wet so bring a few dry ones
- ☐ Racquet - extra racquet just in case one breaks
- ☐ Additional chairs (optional)
- ☐ Warm clothes
- ☐ Food and snacks
- ☐ Some cash to purchase food
- ☐ Spare clothes
- ☐ Refillable water bottle
- ☐ Crazy costume, team shirts, club colors, mascot