**Event Day Checklist**

1. Schedules (100 copies)
2. Exercise handouts (10 copies)
3. Tickets (2)
4. Gear on family room table
5. One laptop
6. Briefing and handouts on thumb drive
7. Update links handouts
8. TAKE THUMB DRIVE!!
9. Clipboard
10. Scissors

2 copies of exercises

1 copy of each of 3 briefings

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