

SI Coordinator Inventory – Event Date

Item	Contains	OK?	Taken away by
Red tunnel tent	Supplied and erected by Organiser		
3 x laptops 4 for Schools events	DEE-HIGHTOWN as Entry by Punch client DEE-FORMBY as Entry by Punch/Download client DEE-AINSDALE as server and Download DEE-PRIMROSE Entry by Punch for Schools		
Slave monitor	For Live Results		
USB memory stick	Yours, for backups and for transferring results.		
Large clear packing box	3 x Master Stations 4 for Schools events Router Couplers for BSF7 (large) and BSF8 (small) stations <i>Bag with service on/off stick & clear backup stick is in lid of yellow Controls Toolbox 1</i> 2 x Splits printers with cables Full spare roll of splits printer paper 4-way extension cables x 3 5m extension cable Inverter		
Laser printer box (only if printing results)	Printer Power cable & Ethernet cable		
A4 paper	(only if printing results)		
Curver toolbox	Hire cards (75)		
Large flat case	Hire cards (96)		
Hire card lists	Print from website Resources page		
Large margarine tub	For collecting returned hire cards		
Red tub	Hire card tokens (give to Registration at event)		
Large folding table	For download laptop. 2 for Schools events		
Smaller folding table	For Hire Card Issue and for Results Display.		
4 x folding chairs	5 for Schools events – Club only has 4		
Generator			
Drip tray	To go under generator		
Petrol can + funnel	Petrol (make sure there is enough)		
Leisure Battery	To power the inverter		
Blue Schools Kit box 2 If available	Print Master Station and Printer, to use as fallback download system if all PCs fail.		