

# US Bands Marching Contest Set-Up Task List

- Mr. Pearson & **Clarinets**: Get 25 chairs from upstairs hall and take to each of the table locations
- Mr. Pearson & **Saxophones**: Get 5 small grey tables and 2 large brown tables from cafeteria and place in the following locations:
  - Water Station 1 – 1 grey cafeteria table. 5 chairs
  - Water Station 2 – 1 grey cafeteria table. 5 chairs.
  - Ticket Entry (Home Concourse) 2 grey cafeteria tables. 4 chairs.
  - Air Grams (Home Concourse) – 1 grey cafeteria table. 2 chairs.
  - Check-in on Visitor Side – 1 large cafeteria table. 2 chairs.
  - Warm-up Area (Behind Field House) – 1 grey cafeteria table. 2 chairs.
  - Home-side Track for awards – 3 large cafeteria table. 4 chairs.
- Mr. Pearson & Adult TBD: Set up First Aid Station in the Field House with sign, ice, water, cups, ziplock bags, bandaids.
- Mendoza: Reserve parking space for US Bands staff and Announcer on home side parking.
- Sears/Rigole/Daulton & **Baritones**: Set items/folding tables on Home Concourse (Programs, Airgrams, Maps, Volunteer Lists, etc.)
- Mrs. Sears & **Baritones**: Place volunteer lists and contest maps on tables.
- Mrs. Rigole & Delgado: Set up hospitality area on 3<sup>rd</sup> floor
- Mrs. Morgan & Sien : Set Up Concession area
- Mrs. Daulton : Direct Food Trucks where to park OUT of the way of bands, and without inhibiting spectator parking.
- Mr. Leatherman/Mendoza & **Flutes**: 2 Folding Tables at top of bleachers for judges WITH a canopy.
- Mr. Leatherman/Mendoza & **Flutes**: Use yellow caution tape to section off a Judge and Director viewing area on the top of the bleachers
- Mr. Leatherman/Mendoza & **Horns**: Use the plastic yellow chains and set-up the barrier for the Ushers station at each bleacher entry point
- Holley/Booster Exec & **Trombones**: Place cups at each water station (start with 3k at each)
- Holley & **Trumpets**: Set enough trash bags (15 to start) at each water station, Visitor Check-in (5)
- Holley & Rajabi, Mr. Daulton: Get golf carts and gators set. Place Cones/barriers in parking lot.
- Holley & Rajabi: Turn Bathroom lights on
- Ms. Giba : Get announcer booth set
- Ms. Giba : Handle sound needs
- Mr. Daulton & **Tubas**: Fill and place water jugs at locations:
  - Water Station 1 & 2 (2 per if able)
  - Visitor Side check-in area (1)
  - Field (1)
  - First Aid Station (1 or chest full of water)
- Mr. Rushin : Extension cord on field
- Mr. Rushin & all **percussion**: Set up for rehearsal (front ensemble, battery moving props, speakers, podiums, etc.)

\*\*\*\*Parking Crew NEED: Parking lot Needs: Guides on Rough Rider Dr, Basswood North Side gate and more.