

Skating for a Reason Checklist

- Secure Rink(s)
- Register/Sanction the tournament if required in your state. (This is where the insurance is)
- Flyer for advertising
- Send rules and registration out to coaches,
- Advertise with hockey magazines, newspapers, etc.
- Schedule Referees (I have someone that schedules all the refs for me, I just give him the schedule)
- Schedule Time Keepers (You can get a list of them through your local rink or hockey association)
- Send out letter for basket donations
- Sign up sheet for registration and 50/50 for the days of the event.
- Order trophies for 1st and 2nd. Medals for MVP, and game stars
 - I suggest getting participation medals for all players in the mite division(the little guys)
- Gatorade and snack for registration bags (they also include a brochure from our chamber)
- Order t-shirts and hoodies to sell (you can also have other vendors come in like a photographer)
- Program or poster with sponsors on it