		duro checklist Person/s	1				
Task	Due Date	responsible	Complete?	extra actions			
Get Landowners permission	ASAP						
Determine course layout/direction(Sat.&Sun)	ASAP						
Set scheduled work days for trail work	Sept 10						
order arrows, banner, staples,stop signs,wrong way, danger	Sept 10						
move club trailer to staging location(or Jerrys)	Sept 10						
Setup LiveLaps race for pre-entry and scoring/turn on sign up	Sept 15		~				
Should we use Livelaps for family sign-up?	Sept 15						
Ryan Moss phones for scoring	Sept 15						
Contact Scoring people(Thomas Dunn, Mike Maurer)	Sept 15						
Order Family Enduro Score cards	Oct 1						
Order/print number plates for both days	Oct 1						
Design/Order trophies for both days	Oct 1						
order Livelaps scoring tags(medallions)	Oct 1						
Design/order T shirts	Oct 1						
Get enduro flyers released	Oct 1						
Are all sections finished for mileage days?	Oct 12						
order toilets	Oct 15						
Set up check crews for family and Sunday race	Oct 15						
Mileage pre-ride for Saturday and Sunday preplan what days to have finished by)	Oct 1						
Bridge repairs(inspection)	Oct 15						
Set up road crossing crews	Oct 15						
Finish Roll charts for both days	Nov 2						
print roll charts for both days	Nov 3						
place field arrows	Nov 5						
panner staging location	Nov 5						
Road arrows to and from event	Nov 5						
Key Time Clock ready	Nov 5						
Race day events:							
check crew meetings							
Road crossing meetings							
Put plywood out for grass crossings							
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