



COMPETITION SUPPLY CHECKLIST

Event Specific Information

- Day-of Event Schedule
- Competition Schedule
- Field/Court Map
- List of participating schools & teams/individuals from each school

Administrative & WSI

- Tables & chairs as needed throughout venue
- Pens/pencils
- highlighters
- Sharpies
- Tape
- Zip-ties
- Clipboards
- Banners & Flags (Special Olympics, school, etc.)
- Directional Signs (bathroom, bus drop-off, parking, etc.)
- Flags
- School/Team check-in sign
- Pinnies or stickers to identify non-photo released students
- First aid supplies (band-aids, ice packs, etc.)
- Fans in the Stands supplies (blank paper/posters, markers, paints, etc.)
- Other Whole-School Involvement activity supplies

Volunteers

- Volunteer check-in sign
- Volunteer check-in/job assignments
- Volunteer job descriptions

- Blank name tags for volunteers
- Volunteer pinnies

Opening & Closing Ceremonies

- Opening Ceremonies Script
- Copy of Special Olympics oath (large print for athlete to read from)
- Podium
- Sound system
- Special Olympics torch
- Ribbons

Competition

- Field numbers (and mechanism to post number)
- Sports rules
- Balls
- Goals (soccer)
- Cones
- Official pinnies (2 per field/court)
- Athlete pinnies (5 per field/court)
- Stopwatches/timers
- Whistles
- Score flipper
- Skills events signs
- Skills events equipment
- Description of individual skills activities

Schools/Teams to bring

- School Banner
- T-shirts/uniforms
- Water for players
- Snacks (optional)
- Tent/lawn chairs/blankets (if applicable)