**Pinewood Derby Checklists:**

**Team:**

Track Owner: Hal Beyer (w/family) [hal.beyer@aolrents.com](mailto:hal.beyer@aolrents.com) 779-9780

Committee Chairman: Adam Hoffman [ahoffman@fuse.net](mailto:ahoffman@fuse.net) 769-4841

IT Director: Matt Alvord

**Weigh In Night:**

Call Hal a week before event to confirm:

Impounding Crates (each crate holds 12 cars, 7 cases total): Hal

Car Box – checks height/width of cars: Hal

Track-sample – checks bottom clearance of cars: Hal

\_\_\_Digital Scale: Pack 96/Adam

\_\_\_Sticker for each car with number to place on rear of each car (label maker)

\_\_\_Scout Roster Sheet for Pack (names, den #, etc.)

\_\_\_Extra Flyers (with rules/times/etc.)

\_\_\_Spare parts (wheels, axle nails, blocks, weights, pennies, etc.)

\_\_\_Tools (glue gun, hand drill, bits, dremel tool, pliers, knives, tap hammer, tape, etc.)

\_\_\_Graphite Lubricant

\_\_\_Extension cords and power strip

\_\_\_Newspaper/cloth to protect tables

\_\_\_Digital camera for scout and car photos

\_\_\_Trophies, ribbons to display

**Staff:**

1 – sign in

1 – scale, check box/track, and sticker

1 – photos

1 – fill in to assist with any car issues

**Race Night:**

**From Hal:**

\_\_\_Track, Lane Brain and Accessories

\_\_\_Cub control fence

\_\_\_Parking lots (poster boards with number parking spaces

**For Adam:**

\_\_\_PA system/microphone/speaker (Under stage)

\_\_\_Signs – Look but don’t touch (about 6)

\_\_\_Masking tape for signs

\_\_\_National Anthem/Music/MP3 player/radio

\_\_\_Impounding Crates with cars from impound previous night

\_\_\_Trophies/Ribbons to be setup on stage

**Staff:**

1 – MC

3 – Race Crew – Hal and family

2 – boy scouts to be car runners

2 – tech staff – Matt +1

1-2 – fill the crates for staging

1 – extra (optional)