

## **Checklist of items to be Completed**

Site picked out

Hot water for coffee and chafing dishes/hot chocolate started

Need fire kit, two burners, water, two propane tanks, special  
stainless steel pot for coffee and pot for hot water

Decide lay out for tents

Put up tents

Stake with stakes or water buckets, whatever is appropriate

Put down tarp and floor for rowers tent

Install tarps on rest of floors of tent if necessary

Set up tables and food stations per Head Breakfast cook

Set up garbage cans

Set up grills (if necessary)

Put up Pioneer flag

Put up banner

Set up water dispenser

Set up hot water and coffee dispensers

Put bins under tables