



RACE HOST CHECKLIST

- RACE LOCATION.** Make sure to know track requirements for length, etc. This information can be found on the ISR website (www.isrracing.org). Make sure to determine proper ice thickness when racing on a lake. Appropriate ice thickness information can be found on the Minnesota DNR website. When plowing the track, make sure there is suitable lake access and adequate parking and staging areas.
Please provide detailed directions to your location to the KCPRO Secretary to post on our website.
- LOCATION FOR DINNER/AWARDS.** It is always best if the awards location is in close proximity to the race site. Make appropriate arrangements with the establishment. Please let the establishment know the approximate time we will be arriving, the approximate number of people, the number of tables needed for awards, etc. Inquire as to whether they can offer any specials for the KCPRO-East group.
- EMS/FIRST RESPONDERS.** Make arrangements to have 1-2 EMS/First Responders onsite from 8:45am-4pm on race day. These individuals must be trained, and have a backboard and/or neck brace, as well as first aid supplies. These services are often donated by local volunteers, but if necessary, an invoice for this item can be directed to the KCPRO Treasurer.
- OUTHOUSE.** Make arrangements to have a portable outhouse delivered and onsite by 8am on race day. An invoice for this item can be directed to the KCPRO Treasurer.
- INSURANCE & RACE PERMIT.** The KCPRO President and Secretary will take care of these items, but you will be expected to provide assistance with these matters if requested.
- TREAT BAGS.** Make sure to inquire as to the number of racers (and non-racing siblings) in order to prepare treat bags that will be given to the racers at the awards ceremony. Average is 40 treat bags.
- ADVERTISING.** Contact your local newspaper, radio, etc. to advertise the event.
- COMMUNICATE!** Remember, the officers are here to help, so feel free to ask for assistance.

THANK YOU!!