

# Congress Checklists

Equipment Checklist for Director	Equipment Checklist for Organiser
<p>Boards</p> <p>Bridgemates (or Teams Result Pick up Slips)</p> <p>Table Numbers</p> <p>Bidding Pads – Bidding Boxes</p> <p>Pencils – Pens</p> <p>Travellers – Team score sheets</p> <p>System Cards – Personal Scorers</p> <p>Projector &amp; screen</p> <p>Envelopes / table slips for names, ABF No, Entry fees, categories Movement Guide Cards</p> <p>Requirements for wall display of results</p> <p>Timer</p>	<p>Scissors</p> <p>Sticky Tape</p> <p>Noticeboard</p> <p>Blu Tack</p> <p>Paper</p> <p>First Aid Kit (or equivalent supplies) Name Tags / Stickers</p> <p>Marker Pens</p> <p>Prize money envelopes</p> <p>Extension Cords, Power boards, Camera</p>