

**TEAM MANANGER’S**

**TO DO LIST**

**Thank you for taking on this role**

* Issue a team contact list to all player’s parents – only include names of child, parents, contact numbers and singlet numbers.
* Please make your team parents aware of the fees to get into the stadium, these are not included in the club registration fees. The stadium does have an EFTPOS machine but the minimum amount is $10.00. Family ticket $10.00 (this includes the player), player single entry $4.
* Make sure all your players have correct singlet sizes, please contact Peter Mullins on [pmullins4@bigpond.com](mailto:pmullins4@bigpond.com).
* Please make sure they are wearing the correct white sports shorts, if not, please contact Lisa Wheeler on [wheeler5@westnet.com.au](mailto:wheeler5@westnet.com.au)
* Make up a roster for all parents on the team to score each week. This does not include the coach. Collect the tokens and place them in the bag on the score bench. Please make sure that all players have been given one. Make sure that the team names are ticked off on the laptop on the score bench.
* At the end of the season, collect the singlets of the players not returning and hand over to the singlet managers, Peter and Sharon Mullins at [pmullins4@bigpond.com](mailto:pmullins4@bigpond.com).
* For the following season please find out which of your players are returning and inform the registrars. Claire Forrest (boys), Anita Attwood (girls) at [jlbasketball.registrar@gmail.com](mailto:jlbasketball.registrar@gmail.com)