

RIDER BRIEFING CHECKLIST



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AGENDA

Event management	Notes	Checklist
01. Welcome riders & guests:		<input type="checkbox"/>
02. Thank land owners & local government officials:		<input type="checkbox"/>
03. Acknowledge all sponsors, volunteers, local community:		<input type="checkbox"/>
04. Introduce event:		<input type="checkbox"/>

Riding & racing	Notes	
05. Discuss tech inspection requirements, deadlines & contacts:		<input type="checkbox"/>
06. Introduce key officials:		<input type="checkbox"/>
07. Discuss track / road conditions:		<input type="checkbox"/>
08. Discuss weather forecasts:		<input type="checkbox"/>
09. Encourage track inspection:		<input type="checkbox"/>
10. Discuss racing directives:		<input type="checkbox"/>
11. Discuss rider safety:		<input type="checkbox"/>
12. Confirm flags & marshals:		<input type="checkbox"/>
13. Confirm event schedule (start times, breaks, lunch, close):		<input type="checkbox"/>
14. Confirm race & qualifying formats:		<input type="checkbox"/>
15. Confirm transport arrangements:		<input type="checkbox"/>
16. Confirm marshal benefits (water, food etc):		<input type="checkbox"/>

Medical	Notes	
17. Confirm location of medical personnel:		<input type="checkbox"/>
18. Confirm emergency / accident procedures:		<input type="checkbox"/>

Trophy presentations	Notes	
19. Presentation formats, location & times:		<input type="checkbox"/>

Questions	Notes	
20. Request for questions:		<input type="checkbox"/>

Notes & rider comments
