

EVENT PLANNING GUIDE

Roundnet is a lifetime activity that can be enjoyed by people of all ages and ability levels. Use this planning guide to prepare for a community Roundnet event.

<p>What <i>(Describe the event. Will it be a skill clinic? Will it be a tournament? If so, what kind of tournament?)</i></p>	<p>Who <i>(Volunteers are those responsible for event details and tasks. Sponsors are those who help indirectly with equipment, location, advertising, etc. Participants are those you will market the event to.)</i></p> <p>Volunteers:</p> <p>Sponsors:</p> <p>Participants:</p>
<p>When & Where <i>(Give as much detail as possible.)</i></p> <p>Date:</p> <p>Time:</p> <p>Place:</p>	
<p>How <i>(What needs to be done to make this event happen?)</i></p> <p>Pre-planning and set-up work:</p> <p>The day of the event:</p> <p>Clean-up/Follow-up:</p>	