

PAIRING DIRECTOR'S CHECK LIST

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1. Orders of bouts posted. _____
 2. Head Table assignments made. _____
 3. Mats designated for use. _____
 - Chief official, floor manager, announcer's assistant notified. _____
 4. Bout sheets in order. _____
 5. Working forms available: _____
 - Announcer's Assistant Time Table. _____
 - Chief Clerk's Tally Sheet. _____
 - Pairing Director's Flow Chart. _____
 6. Tournament forms available: _____
 - Protest Procedures. _____
 - Protest forms, decisions forms. _____
 7. Medical Alert and Injury Report Cards given to Chief Medical Officer and discussed with him. _____
 8. Materials distributed: _____
 - Pairing sheets. _____
 - Work sheets. _____
 - Blank bout sheets. _____
 - Pens. _____
 - Liquid paper. _____
 - Bracket labels. _____

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| 9. Next session plan posted. _____ | Order of bouts posted. _____ |
| Number of mats to be used. _____ | Starting time set. _____ |
| 10. Weigh-in times posted. _____ | Cards to contestants. _____ |

11. Safety walk around completed. _____

12. Committees appointed:

- Protest Committee. _____
- Outstanding Wrestler selection committee. _____

13. Outstanding wrestler ballot, results of finalist to committee. _____

14. Most falls, least time tabulated before finals. _____

15. Team scoring tabulated, if appropriate. _____

16. Outstanding wrestler ballots tabulated. _____

17. Data Profile sheets filled out by all place winners before finals. _____

18. Awards presenter. _____ Information to announcer. _____

19. Awards table set up. _____ Wall charts updated. _____

20. Second bouts sheets prepared for finals, to give to champion. _____

21. Typing:

- Entry lists for program, if number boards are used.
- Final placements.
- Results of finalists for program and media (include tournament statistics, number of entries, number of states represented, total bouts, special awards, repeat champions, etc.)