

Deliverer Checklist

TASK	COMPLETED - Y/N
<ul style="list-style-type: none"> Set the Bowls on the bank of the green (Include a range of junior sized bowls) 	
<ul style="list-style-type: none"> Set up the green with equipment/activities before the participants arrive 	
<ul style="list-style-type: none"> Display the Roll Up teardrop flag and/or corflute signage 	
<ul style="list-style-type: none"> Have food/snacks prepared for post session 	
<ul style="list-style-type: none"> Set up speaker with music playing loud enough to hear on the green 	
<ul style="list-style-type: none"> Record participants details on the Roll Up attendance sheet as they arrive and ensure they have registered online prior to the session 	
<ul style="list-style-type: none"> Ask participants for feedback on the session 	
<ul style="list-style-type: none"> Complete the Deliverer Feedback sheet at the end of each session and email your feedback to Bowls Victoria 	
<ul style="list-style-type: none"> Last session ONLY - Tell participants to complete the post-program evaluation survey that will be sent to them via email/text 	

