

Equipment Unload And Check In

Brass

- Make note of any issues with horn, leave note in case
- Clean out case, leave any mouthpieces in case that belong to the corps
- Make sure uniform is together with personal items out, cape turned in separately
- Horn purchases see Jeff (mellos are already sold out)

Guard

- Untape ALL show and practice flags
- Bag show and practice flags in clear garbage bags
- Pull bolts and weights; organize by type and size
- Rifles/sabres - prep for winter. For sabres, please note any that need repair with an electrical tape note
- Purchases - flags \$20 (\$25 for ballad or Part 2 hybrid); unis: \$100 jacket, \$60 groutfit/colors, \$150 everything. Rifles \$30 new or \$20 used. Gloves \$5. Poles \$5. Sabres not for sale.

Battery

- Make sure heads are good, instrument cleaned and polished
- Tub or bag drum covers (if garbage bag make sure it's clear)
- Stick bags stay on the drum
- Members can keep any used sticks
- Every battery member may keep 1 new pair of each implement used this summer
- Remove any tape or labels from all carriers and stands used. Repair anything necessary or label in red electrical tape any issues needing attention before sale or next season
- Cymbals should organize spare supplies, organize cymbal bags, unstrap everything, clean bags out

Pit

- Each board should be cleaned and restored to normal with 4 square clamps on each accessory rail
- Pull, organize, and wind all cords
- Each member may keep 2 sets of 4 mallets and one other pair of mallets of their choice
- Organize tubs (square clamps, arms, toys)
- Prep mallet bags for 1st camp: 5 marimba bags, 5 vibes, 1 xylo, 1 metals, 1 rack, 1 concert bass/gong
- Synths should be cleared, cords wound and organized

DM

- Double check other sections understanding their tasks
- Organize Megavox bags