

California Destination Imagination State Tournament Team Manager Check List

- **Tournament Data Forms, Expense Report and Declaration of Independence** – These are commonly forgotten items, so ensure that you have enough copies for your Challenge.
- **The Props** – Before you leave, always double-check to ensure that you have everything you will need at the tournament.
- **Your Team Identification Sign** – The sign helps the Appraisers and audience members identify whom they're watching, and it's a requirement for your Challenge.
- **Team Clarifications** – If your team requested any Clarifications, you need to bring DII's response to the tournament.
- **Appropriate Clothing** – Sometimes it can get really chilly or really warm at the venue, so be sure to bring appropriate clothing.
- **Pop-Ups** – Bring them if you wish.
- **Extra Scripts or Notes** – Bring, extra copies so your team can keep practicing.
- **Fix-It Kit** – A kit full of useful items could help you fix damaged materials for your solution. Kit items may include rolls of duct tape, theatrical makeup, fabric, markers, tools, and anything else your team will need to do touch-up work. Please note **NO** aerosol cans of paint, clear coat, or other paint like substances will be allowed. We are in a new facility and we want to leave it in the same condition than we found it. You are responsible for cleaning up any messes.
- **Load Up Props after your performance** – Take them home with you.
- **Appraiser & Volunteers** – **MUST** fulfill their commitments for your team to be considered competitive. Volunteers must check back to appraiser registration after their shift for verification. If you have a "no show", your team will be marked non—competitive. Details of the process will be sent to the primary team manager.

Site Considerations

- **Safety Considerations** – Follow the "Rules of the Road" on pages 26 – 28. A particular caution concerning Dry Ice: Dry Ice (solid CO₂) sublimates into gaseous CO₂ as it warms. This can cause a large increase in pressure inside its container. If the container is sealed like a thermos bottle you can have an explosion (if the interior bottle is glass) or the lid will blow off if stainless steel with a plastic cap. If it is in an ice chest or similar container with a press on lid that easily comes off thus preventing pressure build up you are ok. If you tape the lid down, you could have an unwanted surprise. **Weapons:** for all tournaments in California, any depiction of a weapon (per 2016-17 Rules of the Road p. 23 Section 12) must be displayed only during the performance of the team's solution.
- **Allow Extra Time** – to get to the Convention Center and to get team props to the prep area. Do not report to the prep area before your assigned prep area time. You can stage your props either outside or in Concourse Areas.
- **Brainstorm** – to identify potential issues that could be present by going to a new site and come up with possible solutions. Note that the floor surface for all challenges is a tight weave commercial carpet.
- **Regularly Check** – the California Destination Imagination Website caldi.org for news and information.
- **Encourage** – friends and supporters to attend the Tournament to cheer on your team and all the team at the Tournament.
- **Have FUN!!!**