

Level One Training Checklist for Host Agencies/Organizations

- ___ *Training Room available from 8 am to 4 pm*
- ___ *Room arranged theater/classroom style w/tables if possible*
- ___ *Lap top computer and Projector set-up*
- ___ *Viewing surface large enough to be seen from all seats*
- ___ *One trailered watercraft available adjacent to training room for every 10-15 people attending*
- ___ *Small registration Table near entrance*
- ___ *One large table for display provided at the back of the room*
- ___ *Someone available to assist with set-up, watercraft “seeding”, hand-outs, monitoring, inspection exercise*
- ___ *Someone to give 15-45 minute “Local Perspective” presentation near the end of the training (local perspective includes agency/organization approaches to watercraft inspection and decontamination, summary of a/o prevention/outreach programs, etc.)*
- ___ *Supply of local outreach material*

Other than all that, We’ll handle everything else. Questions?

*Bill Zook
360-427-7676
Bjzook2@msn.com*