

## NVWF EQUIPMENT BOXES = INVENTORY

**1 UPRIGHT PLASTIC ROLLING TOTE (black/yellow) +  
2 BIG RUBBERMAID ROLLING TUBS (one black and one blue) +  
2 BUNDLES of TOWER TREES (five each w/ 3 orange bungee cords) +  
1 BUNDLE of TOWER BASE POLES (10 poles w/ 2 red/white bungee cords) +  
1 ROLLING WOODEN BOX of TOWER BASE STANDS (10 standing on edge).**

**NOTE: THE NVWF EQUIPMENT MANAGER HAS THE P.A. SYSTEM AND MAT BAR**

**➔ INVENTORY BEFORE/AFTER YOUR MEET AND NOTIFY NVWF OF MISSING ITEMS◀**

**Individual Items in Equipment Tote/Tubs with Minimum Quantity to be maintained therein :**

- |  |     |   |
|--|-----|---|
| 1. Flip Score Boards   | 10  | (store flat on bottom of Box 3)                             |
| 2. Table Clocks ( <b>working</b> )                               | 10  | (plus 1 small backup)                                       |
| 3. Throw Towels (rolled and taped)                               | 10  | (when washing, no bleach and retape tightly)                |
| 4. Referee Flip Disks  | 10  | (make sure U get, usually in ref's back pocket)             |
| 5. Referee Whistles  | 10  | (wipe off with alcohol, do not soak 'pea')                  |
| 6. Referee Colored Wristbands                                    | 10  | pair (when washing, warm/no bleach)                         |
| 7. Wrestler Colored Anklets                                      | 10  | pair (red/green vinyl, wipe with alcohol)                   |
| 8. Yellow Rope   | 400 | feet (on wheel)   |
| 9. Duct Tape   | 1   | roll (to secure yellow rope on poles)                       |
| 10. Powdered packets of Mat Disinfectant                         | 1   | bag (use only one packet per cleaning)                      |
| 11. Latex gloves   | 1   | box (use with mat and wrestler wipes)                       |
| 12. Mat Wipes ( <i>Green container</i> )= <i>give to A.T.</i>    | 1   | (anti-viral wipes to clean blood off <u>mat</u> )           |
| 13. Wrestler Wipes ( <i>Red container</i> )= <i>give to A.T.</i> | 1   | (anti-viral wipes to clean blood off <u>wrestler</u> )      |
| 14. Tower Numbers White Boxes                                    | 2   | (1-5 & 6-10) (on top of Flip Boards in Box 3)               |
| 15. Sign Kits ( <i>inc. A.T. sign</i> )                          | 2   | (1-10 for <i>both</i> Tower Toppers <i>and</i> Table Signs) |
| 16. Electronic Scale   | 2   | (one is for backup only – do <u>not</u> open)               |
| 17. Extension Cords  | 2   | (for use with laptops)                                      |
| 18. Surge Protectors   | 3   | (for use with laptops)                                      |
| 19. Mat Tape   | 4   | rolls   |
| 20. Athletic Trainer Shirts*                                     | 2   | (1-L, 1-XL) {Wash warm, NO BLEACH}                          |
| 21. Referee Shirts*  | 15  | (4-M, 4-L, 4-XL, 3-XXL) {wash warm-no Bleach}               |
| 22. Paper Cutter   | 1   | (use at Weigh-In Table)                                     |
| 23. Clear bag to store Bungee Cords during Meet                  | 1   | (to keep/replace all <b>8</b> bungee cords)                 |
| 24. First Aid Kit (small)  | 1   | (band aids and disinfectant for volunteers)                 |
| 25. Miscellaneous  |     |   |
| • Masking Tape (1 inch wide)                                     | 2   | rolls   |
| • Clear Tape (2 inch wide)                                       | 1   | large roll (plus several Scotch Tape rolls)                 |
| • Stapler and Staples (one box)                                  | 1   | (plus one stapler remover)                                  |
| • Scissors   | 1   | (plus one ruler)  |
| • Pencils with Erasers (sharpened)                               | 20  | (plus various colored pens)                                 |
| • Pencil Sharpeners (hand plastic)                               | 2   | (plus 1 electric sharpener)                                 |
| • Black markers  | 2   |   |
| • Batteries  | 9   | (AA = timers and 386/301 = backup timer)                    |
| 26. Documents & Forms  |     |   |
| • NVWF Tournament Procedures                                     | 1   | C.D.  |
| • Blank AAU Accident Reports                                     | 10  | current (“completed” to be given to Commissioner)           |
| • “How To Fill-in Bout Sheet”                                    | 10  | one for each Scoring Table                                  |
| • “How To Score Match”   | 10  | one for each Scoring Table                                  |
| • Referees' Instructions   | 10  | one for each Scoring Table                                  |
| • NVWF Special Referee Rules                                     | 10  | one for each Scoring Table                                  |
- (obtain from Equipment Manager at beginning of season, *then* from your preceding meet's T.D.)**

**NVWF COMPUTER REGISTRATION EQUIPMENT INVENTORY**  
**(Obtain from NVWF Registrar no later than Friday before your scrimmage\*)**

1. Two Notebook Computers currently uploaded by NVWF Registrar (one for Registration/Weigh-ins and one for Bout Recording)
2. Two Memory Sticks (one for “B/M + I” and one for “J + S”)
3. Two AC/DC adapters with cord for connecting to laptops
4. Two Power cords to connect AC/DC adapter to Surge Protector
5. Two External Keypads (attach to laptops)
6. Two Mouse (attach to laptops)
7. Two Mouse Pads
8. Two Printers (one is for backup)
9. Printer Ink replacement cartridge
10. Power Cord to connect printer to Surge Protector
11. Printer parallel data cable to connect printer to computer
12. Master “Registered” Roster List on Weigh-in Laptop (if NOT on list, can NOT wrestle)
13. Box of current NVWF Registration-Weight cards (wrestler must be on Master Roster)
14. Four reams of different colors of printer paper for each of the Four Sessions:  
Bantam/Midgets = blue or yellow;  
Juniors = pink or red;  
Intermediates = white;  
Seniors = green;  
(use different colors to avoid confusing paperwork from one session with another)
15. Five blank score sheet tablets (one each of above colors if needed for a manual write-up)

**\*\*You must obtain the above equipment and supplies from the NVWF Registrar to allow enough time to TRAIN your volunteers BEFORE your wrestling meet. After your meet, all computer equipment and any remaining supplies should be returned that same day to the NVWF Registrar.\*\***

15. use 2 Extension Cords from Equipment Box Number 4
16. use 2 Surge Protectors from Equipment Box Number 4
17. use Paper Cutter from Equipment Box Number 4

**Remember: YOU MUST HAVE 2 VOLUNTEERS *PRE-TRAINED* ON THE WEIGH-IN LAPTOP BEFORE MEET DAY OR MAY INCURE \$100 FINE.**