FUN RUN 101
successful fundraising made easy

Lap Counting Coordinator

The Lap Counting Coordinator is responsible for gathering and creating the materials needed for counting laps during the event.

TASK	RESOURCES	BUDGET	NOTES
Select Counting Method		~$6.00/shirt $0.50/label	• Shirts or labels
Marking Color Corners with 4 Pop-up Tents	• Volunteers • Parents		• 1 red, 1 yellow, 1 green, 1 blue • If a color can't be found, use pennants or tablecloths on any color tent • If no tents, use tables with colored tablecloths, standing sails, etc.
NAMETAGS			
Labels	• Local store • Amazon	$30.00 or seek donation	• Address labels, 30 per page
Colored Dots (if not using colored shirts)	• Local store • Amazon	$5.00 or seek donation	• Garage sale dots • OR print names in RYGB to avoid needing dots
LAP COUNTING			
4 Clipboards	• Local store • Amazon	$20.00 or seek donation	• One per corner
Course Checkout Sheets	• Electronic template on funrun101.com		• Preload course checkout sheets on clipboards. All red classes on one, all blue on another, etc.
Sharpies and Pens	• Local store • Amazon	$30.00 or seek donation	• 32 sharpies, 8/corner • 20 pens