

MB's Condensed Clerking Tips

Checklist (Materials)

- Pencils
- Highlighters
- Clipboard (regular or Weatherwriter)
- Watch
- Tape
- Scissors
- Sharpie
- Paperclips/binder clips

Best Practices

- Get to track 90 minutes to 2 hours early
- Get a schedule of the meet (look to see if men/women are first)
- Talk to timing company about hip numbers and get clerking sheets
- Organize clerking station
- Divide roles among clerks/volunteers
- Talk to starters
- Walk track to confirm starts, break lines, and exchange zones (write on schedule)

*For a full list of Best Practices, visit - <https://www.usatf.org/programs/officials/resources-best-practices/track-disciplines>