

Glasgow Glenmore Club

Co-ordinators Pack Inventory

1. Documents
 - a. Co-ordinator duties
 - b. Associated documents
 - i. Advice for Coordinators – Late Returns and Accidents
 - ii. Advice for Club members - emergencies
 - iii. Away meets pricing & refunds policy
 - iv. Campervan policy
 - v. Current membership list, including emergency contacts
 - vi. Meet attendance sheet – optional, use whatever you like
2. For use on meet – print if not enough
 - a. Filled in meet co-ordinators card with your phone number
 - b. Set of blank routecards
 - c. Claim forms for communal meal expenses
 - d. Pens
3. Books for members to consult at weekends
 - a. SMC Munro guide
 - b. SMC Corbett guide
 - c. SMC Graham guide
 - d. Hostile Habitats
4. Equipment
 - a. 2 PLBs with instructions
 - b. PLB Emergency phone with instructions