

# FPV Race Organizer Checklist

## Event planning considerations

Use this section for early ideas and planning.

Scoring methodology:	
Race classes:	
Required race equipment:	
Co-organizers / contacts:	
Frequency management system:	
Potential sponsors or prizes:	
Notes:	

*Other thoughts: List event through FB, Meetup.com, etc. Prep registration documents. Find individuals interested in assisting with event management.*

## Pre-event communication checklist

Use this list to help organize early communication and postings to your racers.

	Registration policies (open registration, how to register, costs, and registration end date)
	Venue information (address, venue specific rules, parking instructions, waivers)
	Pilot seating / pit instructions
	Course layout information + picture (use Google Maps, MultiGP layouts, etc.)
	Event rules list (no powering on, frequency test, etc.)
	Required on-quad race equipment (IR transmitters, etc.)
	Regulations (AMA, MultiGP registration, etc.)
	Scoring methodology, prizes, sponsors
	Race classes (detail out specific equipment requirements, if any)
	Resource availability (on-site chargers, water, vendors, etc.)
	Frequency management (if needed)
	Racer call to action (ask for help setting up / cleaning, spreading news of the event, etc.)
	Items for racers to bring ( <a href="#">use Propwashed list for reference!</a> )
	Heat setup

**Event date and prelim schedule:**

For full article with additional details, scan the QR code or visit Propwashed to learn more!

Prepared by [Propwashed.com](#) with help from [Michael Niggel](#)



## Organization tips leading up to the event:

- Send reminders to everyone one week and one day before registration close.
- Compile list of helpers and communicate with this team frequently before race day.
- Update your racers immediately if any major changes occur!
- Seek out additional sponsors or vendors if you have space.
- Communicate final race schedule after registration closes.
- Send reminders to your racer list one week and one day before race day.

## Field gear checklist for race organizers

	Safety equipment (fire extinguisher, flags, first aid kit, air-horn, etc.)
	Timing instruments
	Refreshments (water, snacks, vendors, etc.)
	Course markers (flags, field cones, etc.)
	Local emergency contacts
	Safety signage
	Weather monitoring (Phone or radio)

Need more help? [Check out the WRSA rules for rotor race event standards!](#)

Task	Who's responsible?	Notes

## Day of event pre-race schedule

Start Time	End Time	Description
		Setup time (allow 2hr for first event)
		Practice (allow enough time for everyone to get a few flights in)
		Check in (allow 1hr)
		Pilots meeting (review rules, regulations, etc.)
		Pit time and final checks
		First heats / warmups
		Racing

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