

Start-up Checklist

- Form and Incorporate your track with Bylaws - Non-Profit/ Profit Corporation
- Secure land for the track with a lease/land-use agreement approved by the NBL
- Send sanction paperwork to the NBL office - Affiliation, terms & conditions, and the lease/land-use agreement
- Acquire any necessary permits
- Acquire dirt, raw materials and equipment to begin construction of the track
- Build Track
- Set up Starting Gate System
- Install necessary utilities
- Acquire a P.A. System

Getting Donations

Once you have started your search for other interested parents, you will find that each volunteer has a number of skills that will help your track. They may include marketing, promotions, banking, maintenance, bookkeeping and more.

You may be able to get many of the expenses covered by donations from local businesses and companies.

Look for areas where contractors are starting to excavate dirt to build housing or commercial projects - they make ideal locations for dirt.

Someone in your parent group may know a welder to help with the gate or someone who runs a bobcat and other dirt moving equipment.

NETWORK!

 **YOU ARE NOW READY TO RUN RACES!**
>> NBL WILL NOW HELP YOU START YOUR LOCAL RACING PROGRAM

EXTRA MONEY AND RESOURCES?

ADD THE FOLLOWING TO ENHANCE YOUR FACILITY:

- o Registration/Storage building
- o Bleachers
- o Announcing Tower
- o Fencing
- o Landscaping



TIP: SAVE YOUR RECEIPTS

Keep all of the receipts for any expenses you incur. You may be able to claim them back once your track has earned revenue from running races or fund-raising.