

## SIGN-IN

- 1. America's Adopt-A-Soldier sign in (everyone who is supporting the event will sign in and be provided badge lanyard)
  - a. Ensure everyone signs in, with children attending accountability is very important
  - b. Produce numbered badges: One for each Station Leader and multiple for each numbered station, for reuse.
  - c. Ensure your Sign-In desk is placed at an entrance