

Manager: _____

Phone Number: _____

Orchard Park Little League Equipment Return Checklist

Thank you for coaching this season! One of your last responsibilities as a Team Manager is to return the assigned team equipment so it can be repaired, replenished, and restocked for next year.

To help you with the task of returning equipment, please use the OPLL Equipment Return Checklist below!

1. Empty the bag and **dump out dirt & seeds**. Remove any pencils/pens, papers, etc
2. Feel free to hose off and clean the hard plastic items, (shin guards, helmets, etc...). Please make sure the items are dry before you put them back in the bag.
3. Return all of the following equipment:
 - All batting helmets, including pitching helmet/mask
 - Any bats provided
 - Catcher's mask
 - Catcher's mitt (including any 'lefty' mitts distributed)
 - Catcher's chest protector
 - Catcher's shin guards (including knee savers)
 - Pitch counters
 - Batting Tee
 - Any baseballs, including any unused game balls
 - First Aid Kits
4. Identify any equipment needs for next year (i.e. batting helmet pads missing, shin guard straps missing/broken, equipment bag zipper broken, etc.). Please put this completed form in the bag on top of the equipment.

Thanks again for all your help this year!! Hope you had a great year and see you in the Spring!!

OPLL Equipment Manager