



**SIERRA
AT TAHOE**

GROUP LEADER CHECKLIST

GET SHRED-READY!

PRE-PLAN

- ✓ **PICK A DAY**
- ✓ **CONTACT THE DAY GROUP MANAGER**
 - (530) 543-3134 OR RPARKER@SIERRAATTAHOE.COM
- ✓ **HOW MANY PEOPLE WILL BE IN YOUR GROUP?**
- ✓ **HOW MANY LESSONS, RENTALS, AND FOOD VOUCHERS WILL YOU NEED?**
- ✓ **FILL OUT THE GROUP ORDER FORM AND SEND TO GROUP MANAGER ONE WEEK PRIOR TO ARRIVAL**

PRE-ARRIVAL

- ✓ **PACK ESSENTIALS (SUNSCREEN, GOGGLES, HAT, GLOVES, AND LIP BALM)**
- ✓ **WEAR WATERPROOF PANTS AND JACKET**
- ✓ **DESIGNATE A TIME AND MEETING PLACE IN THE ASPEN CAFE FOR YOUR GROUP TO MEET**
- ✓ **ARRIVE AT LEAST 1.5 HOURS BEFORE YOUR LESSON START TIME!**
 - **ADULT FIRST TIMER LESSON PACKAGES (LEARN TO SKI/LEARN TO RIDE) BEGIN AT 9AM, 11AM, AND 2PM (PLEASE ARRIVE EARLY)**
 - **KID'S WILD MOUNTAIN LESSON PACKAGES (SKI OR SNOWBOARD) BEGIN AT 10AM (PLEASE BE HERE BY 8:30AM)**

DAY OF ARRIVAL

- ✓ **PURCHASE TICKETS AND VOUCHERS FROM THE GROUP SALES DESK IN SEASON PASS OFFICE**
 - **DO NOT WAIT IN LINE, GO STRAIGHT TO GROUP SALES DESK**
- ✓ **DISTRIBUTE TICKETS, LESSON AND RENTAL VOUCHERS TO GROUP**
- ✓ **SHRED IT UP!!!**