1. Like the “Spin Off - Brisbane” page on Facebook – Do this now
   (fb.com/spinbrisbane/)
   All announcements, news, etc for Cleveland Spin Off 2016 (and future events) will be posted here. A great way for you and your key leaders to stay informed.

2. Contact us to let us know your school interested – Do this now
   Use the contact form (Contact The Cleveland Spin Off Team) on http://spinoff.org.au/cleveland/
   This is so that we can email you and make sure that you don’t miss out on key info relating to Spin Off.

3. Send us your LCC project ID – Do this now
   To make sure that your team leader can register easily and select your school/LCC during registration, make sure you send us your LCC project ID and the name you want it listed under. (Something that will be recognisable by your students)
   Instructions for how to do this can be found at http://spinoff.org.au/cleveland/

4. Register Your Team Leader – Do by August
   This is where your team makes a commitment that you will come to the event. Register your team leader on GoRegister.
   You can do this at any time up until a week before the event but leaving it this late both makes it difficult for us and limits your opportunities to raise funds.

5. Start Building Teams – Do early September
   Once your team leader is registered they can create teams and start encouraging your other students to do so too. Once you have created teams you are able to receive donations online through GoRegister.

6. Distribute Sponsorship Books – Do early September
   Start giving out books so that your students can have the over the holidays to get sponsorship from family, friends, neighbours, etc. This also gives us enough time to send you extra books if you have some students who are amazing fundraisers.

7. Encourage Sponsorship in your school – Do Early October
   Did you know that several of the chaplaincies in 2015 received most of their donations in the two weeks prior to the event?

8. Compete at Spin Off!
   Come along on the day!