

### Team Member Checklist

- \$20.00 Team fee paid - (due by **INSERT DATE**)
- I have read my Team book (by **INSERT DATE**)
- \$120.00 Weekend fee paid (due by **INSERT DATE**)
- Met my Area Head
- General Palanca Letter to Asst. Head Cha (due by **INSERT DATE**)
- Meet and converse with team members I do not know
- Sign up for Oven Palanca (**INSERT DATE**)
- Confirmed my week to serve on Food Team
- Signed up for Prayer Palanca for Women's Weekend (by **INSERT DATE**)
- Signed up for Rollista Prayer Palanca (if possible in my service area (by **INSERT DATE**))
- Notify Assistant Head Cha of potential absence from meeting
- Pray for the team
- Pray for the candidates
- Approach qualified candidate(s) to sponsor for weekend
- Commit to provide one of the following for the weekend:
  1. Table Palanca
  2. Kitchen Palanca
  3. Bed Palanca