

Instructions for Leigh Nolan Memorial Event Motorcycle Raffle Volunteers

The Keys, Tickets and Money

You will need a key to get into the commercial garage where the motorcycle is stored. Contact Mike 727-733-6559 (the guy with no life), Roger 727-420-2152, or Dennis 551-427-0793 to get the key, tickets and money bag.

- The garage is located at 12151 62nd Street in Largo. (Behind Honeywell off of 19 South.) It is a gated area and the gate requires a code. The code will be in the case with the tickets, keys and money. These items are in a brown case and one of the 3 above will have it to give to you.
- The money bag will have \$50 in 5's and 10's to start you off for making change. If the first person up wants to give you a \$100 bill, Sell, Sell, Sell!
- At the end of the night return the case, unsold tickets and money to Mike, Roger, or Dennis.

Trailer Hitch

You will need a vehicle with a trailer hitch to pull the trailer.

- The trailer has a 2" hitch and therefore needs a 2" ball. There will be a 2" receiver with a 2" ball in the garage with the trailer. If you do not need it, **DO NOT** remove it from the garage. If your vehicle has a 1 1/4" receiver with a 1 7/8" ball you can not pull the trailer.
- The tongue weight is pretty light so it can be easily lifted on and off the hitch ball.
- The trailer has a standard flat 4 plug for the lighting.
- Be sure the hitch is secure and that you check the trailer lights before leaving the garage.
- No one is allowed to drive the motorcycle at any time.
- Return the motorcycle and trailer hitch receiver (if used) to the garage after the event.

Banner

You will need to erect a banner over the trailer after you get the event.

- The banner and its frame are kept in the garage with the motorcycle.
- The banner frame is made of 1 1/4" CPVC and is in 3 parts. 2 sides and a top cross piece. The side pieces get screwed into the threaded ends of the top piece.
- **IMPORTANT. DO NOT**, I repeat, **DO NOT** screw the side pieces into the top using any force. Make sure the threads are started and gently turn it in. as soon as you get any resistance **STOP**. You should have 3-4 threads in the top piece which is enough. If it takes 2 hands to screw them together, you have cross threaded the fittings and they will have to be replaced. **ALSO**, If you screw them in too tight, you will not get them apart. The plastic sort of welds itself together like that. This is less then rocket science so I am sure no one will have a problem with it.
- Once the banner poles are together, they must be slid over the 2 iron pipes which are mounted to the floor of the trailer. Do both poles simultaneously so you do not stress the cross piece connections.
- Take the 2 small ropes on the vertical poles, the Steady Lines with the carabineers on the ends, and hook them to the eyelets on the trailer. **DO NOT UNTIE ANYTHING**. Everything is the proper length and ready to connect.
- Tie the remaining 2 strings, at the bottom of the banner, to the vertical poles. Tie them **BELOW** the steady lines and they will not slide UP the pole. **DO NOT MUSCLE THEM**. Tie a firm knot that you can get undone but take care that you do not pull the eyelet out of the banner and render it useless.
- To **disassemble** the banner and frame, just reverse the process. Remember: **DO NOT UNTIE ANYTHING** accept the 2 bottom strings on the banner.
- Roll the banner up with the lettering **INSIDE** to protect the lettering. Slide it onto the trailer and bungee it to the iron pipes. **DO NOT** un-screw the iron pipes. They stay right where they are.

Quaker Steak and Lube

If you are bringing the motorcycle to QS&L, plan to arrive as close to 5:00 PM as you can.

- Our spot is to the left of Fletcher's Tent and Trailer and next to the Maui Wowi Smoothie guy. Fletcher's needs to get their bikes in and out of the trailer so be mindful of that when you setup.
- If you have a small vehicle you can park in the grass directly behind the setup area however, you will probably not be able to leave until after Fletcher's gets loaded. (Between 9:30 and 10:00 PM).

Any questions call Mike at any time. 727-733-6559