FFA State Convention Checklist

State convention checklist for FFA chapters covering registration, delegates, contests, travel, and conduct, so officers and advisors can confirm each item before leaving. Print it and keep a copy with your chapter records.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Review state convention information	☐	☐	☐
Confirm registration steps	☐	☐	☐
Select delegates and contestants	☐	☐	☐
Collect permission forms	☐	☐	☐
Arrange travel and lodging	☐	☐	☐
Pack official dress	☐	☐	☐
Gather contest materials	☐	☐	☐
Review conduct expectations	☐	☐	☐
Plan a meeting point	☐	☐	☐
Hold a post-event debrief	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Check the state FFA association site for current schedules and rules before you finalize the plan.

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