

Dear DiveRoster User,

The documents function was created so your facility could have a set of standard documents online and available for both public and staff use.

You can take any document, from Word or Excel for example, and distill it/output it to a .PDF file using Adobe Acrobat, and upload it here.

Those that you choose to designate as Public can be made available on your website using the linked public page. Staff Only documents will only appear to logged-in users of DiveRoster.

Public Document Suggestions:

- Medical Statement(s)
- Class Release(s)
- Trip Packing List(s)
- Boat Release Form(s)

Staff-Only Suggestions:

- Store Policies and Procedures
- Standard Boat Briefing
- Standard Dive Site Briefing
- Preferred OW Classroom Outline
- Preferred OW Pool Cue Cards
- Preferred OW Ocean Cue Cards
- Blank Payment Request Sheets