

Checklist for planning a HOG Chapter Group Ride

- * Obtain & review copy of the Chapter Handbook and Group Riding Manual
 - Become familiar with the group riding techniques described within

- * Determine the theme of the ride, name of the ride
 - Dinner ride, Lunch ride, POI ride,
 - Ride name should be interesting to entice interest to enjoy the ride.
 - Indicate if ride is "closed" or "open"
 - > If this is a closed ride, the number of guests cannot exceed the number of members on the ride

- * Determine meetup location, with times for meeting, and KSU (Kick Stands Up)
 - Allow 15 to 30 minutes for pre-ride signup and briefing

- * Plan on H-D Ride Planner or Google maps the route of the ride
 - Look for stops at 90 to 100 mile intervals for gas and rest breaks
 - Determine through state DOT pages if there is road construction
 - Determine where the ride will end and indicate as such
 - Determine at stops there is sufficient parking for the all of the bikes

- * Share ride details with the CMHOG members
 - Post ride event on Facebook, on the CMHOG events calendar
 - Broadcast the ride event on the chapter Google Groups page
 - Share details with Brian Preston so it can be put on the CMHOG Webpage
 - Contact the chapter leadership if having issues with broadcasting the ride
 - If possible, bring it up at the Chapter Social to generate interest

- * If possible, do a pre-ride of the planned route
 - Adjust the route if necessary

* **Day of the ride**

- Show up at least 30 minutes before KSU, prepare for signing in
- Have all riders sign the Log-in sheet
- Look at all riders membership cards
- Have all guest riders sign the waiver sheet
- Have all riders that are minors to sign minor's release forms
 - > Parental guardian on the ride must also sign
- Give ride briefing before KSU
 - > Follow the ride briefing document
 - > Select and introduce the ride sweeps
 - > Place mid-sweeps if needed to be every 5th or 6th rider in the group
 - > Give details of the route planned, road conditions, ride difficulty
 - > Mention again where the ride is officially ended
 - > Reinforce no alcohol or drug during the ride
- Mount up at start engines
 - > Double check all riders are ready
 - > Safely launch
 - > Enjoy the ride!

* **After the ride**

- Share the ride log and all other documents with the HOG Chapter Secretary (Rick Krause) and the Treasurer (Melody Garrison)
- Share pictures and videos with the HOG Chapter Webmaster (Brian Preston)
- Share ride highlights with the HOG Chapter at next social