

The ExtraOrdinary, Simple Life



Guide to Hosting Rallies

To show our appreciation for hosting, the club will reimburse the hosts one night of camping.

When the itinerary for the next year is announced, sign up for locations that interest you and either recruit co-hosts or see who else signs up. If you are hosting for the first time, don't worry. The other hosts will pitch in to help you "get your feet wet".

1. Meet with the President to see if they have picked up materials when they selected the site or if they have any special activities they would like to have on the agenda.
2. At the rally prior to yours, get the rally boxes and divide them up among the hosts to take them to the next rally.
3. Find out about the cooking facilities, room size, seating, area attractions and restaurants. The President will probably have some of this information already.
4. With co-hosts, plan rally menu, campground or catered meals, activities or entertainment. Make reservations for outside meals. Call the campground about 3 weeks out to just check in and let them know when you are coming in and see if there are any last minute details.
5. Submit your rally schedule to the President, by the date requested, so it can be sent out to registrants by email. Include website addresses for members to go to for "things to do" or get information from the Chamber of Commerce for packets to be picked up at the rally
6. Everyone attending must sign up through Constant Contact for planning purposes. If someone calls you to register, refer them to the THLU website or the President.
7. Get the final count on the number of people from the President. Purchase food and supplies for the rally. Be sure to keep all your receipts for the treasurer.

8. On the day before the rally or the first day of the rally, put out WBCCI signs (if needed), plan parking and post a few rally schedules near the rally room (area).
9. At the rally, prepare food, arrange seating, lead activities and caravans. Decorate the meeting room or tables, if desired. Again submit receipts to receive reimbursement.
10. At the conclusion of the rally, clean everything up. There are always members willing to help get things cleaned up and squared away.
11. Pass the rally boxes on to the next hosts. If you are low on something, let the next hosts know so they can add it to their shopping lists.

Have fun.

Plan a rally that fits your style.

Enjoy getting to know the other hosts.

Keep it simple.

