

# Multi-Day Ride Criteria / Process

If this a repeat ride - Retrieve information from the last time the Club did the ride before initiating the Multi-Day Sheet

If this is a new ride - Initiate the Multi-Day process and sheet Sheet

Notify Ride Committee and work in coordination with the Ride Committee

Together with the Ride Committee complete the tasks on the Multi-Day Sheet

Initiate an Event on the Cycle Club App

Post invitation to Club Members on Members Only FB page and Website with description and details. ((Website with limited details, FB page with full details). Members wanting to participate are to sign up on Cycle Club App

After ride completion, write a brief for review with the Ride Committee, highlighting safety, behaviour, improvement ideas, plan failures, etc., for future rides along this route.

File expense report if required

File Multi-Day Sheet and all supporting documents, including links

***Checksheet on next tab at the bottom of this sheet***



# Multi-Day Trip Planning Tool/Sheet for OCC Sanctioned Rides

*Planning Assistance Coordinated with the Ride Committee*

Planner's Name	Ride Leader's Name	Sweep's Name	
Date Ride Committee Notified			
Start Date	Start Location	Start Time	End Date
Ride Distance	Daily Start Time		Target Ride Level

## Links & Maps

Meetup	Day 1	Day 2	Day 3	Day 4
Hotel	Hotel	Hotel	Hotel	Hotel
Location	Ride	Ride	Ride	Ride
	Other	Other	Other	Other
Day 5	Day 6	Day 7	Misc. Links	
Hotel	Hotel	Hotel	Gas Station	
Ride	Ride	Ride	Train/bus	
Other	Other	Other		

## Participants

Participant's Name & Cell Number	Emergency Contact & Cell Number


**Sag Wagon**

Support Van Required	Driver	Meetup locations Identified	Tool & Content list form Completed
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**Administration / Registration Fee Description**

*Below will be the percentage of reimbursement for out of pocket expenses incurred.*

Reimbursement	Ride Leader	Driver	Sweep	Club	Other			
Hotel								
Prep Time								
Other								
<b>Authorized By</b>								

**Note:** All upfront expenses to be paid by all participants, if remuneration applies, an Expense Report will need to be

*completed.*

