

Ride Host Guidelines (short version)

First of all, THANK YOU for hosting a ride. Being a ride host means you define the ride, when it is, where it goes, and where it starts. Hosting does not mean you must ride at the front of the group. It simply means that you are the welcoming person at the start of the ride.

These guidelines will assist you no matter if you are hosting a slow ride with an intimate group, a fast ride with a large group, and everything in between. If you have any additional questions after reading this guideline, please contact one of the 2 ride directors for assistance.

Minimal Requirements:

---You must be a current Valley Spokesmen member to host a ride.

---Find a date & plan your ride. If you don't know the area or are in doubt about where to go, review the ride library for ideas.

---Submit your route to the ride directors to be included on the ride calendar with the following details:

- date
- start time (roll time)
- difficulty of ride
- distance
- state if the ride is drop or no drop
- ride host name, email, phone number any additional information or links (ie: ridewithgps or mapmyride link or suggested lunch/coffee stops)

---In order to get ride host credit, you must submit your ride at least 72 hours before the ride date. Ride directors will email list of registered riders to the ride host a day before the ride.

Day of ride:

- If any issues arise (rain cancellation, etc.), make sure you communicate cancellation before riders leave home. Contact the ride directors to cancel the ride on the calendar.
- Arrive 15 minutes early to confirm only members registered for the event are attending. The ride host has discretion to allow club members to register last minute at the start point if open slots are available and time permits. Unregistered riders are not allowed to participate in the VSBC event. (COVID)
- Explain any tricky intersections or road hazards.
- Make introductions for new riders.
- Make sure everyone has a helmet. Helmets are mandatory on all Valley Spokesmen rides.
- Make sure no one is wearing earbuds as they are banned from VS rides.

- Riders are to download the route to their own GPS device or print their own cue sheet. There will be no cue sheets provided by the ride host.

Day after ride: send registration list marked up with any changes including actual mileage and any late registering riders to VSBC, P.O. Box 2630, Dublin CA 94568 or email the list to b-bpowers@valleyspokesmen.org to get a ride host credit and for VS riders get mileage credit.

Other “nice to haves/dos” to make the ride enjoyable and safe:

- Emphasize that each rider should have ID, emergency contact info on their person, or in ICE (in case of emergency) phone number displayed on their locked cell phone.
- Announce that if anyone plans to leave the ride before the end, they should let the ride host know their intention.
- Be familiar with the procedures on What to do in an Emergency
- Determine riding levels and introduce people to fellow group members who cycle at their same pace.