



How to organise a rally

Please see below, some guidelines for any one who wishes to put on a rally. These are not hard and fast rules, just some useful hints to help anyone new to rally organising. If anyone wishes to try their hand at putting on an event and feel that they have an ideal site, then please contact the rally co-ordinator Tobias Leask at tobiasleask@yahoo.co.uk or any committee member.

1. Pick a date and venue and check with the committee / forestry if that date is free on the calendar.

When choosing a venue, try to make sure that there is plenty of space to accommodate parking for vans & stakeout places for dogs. This is just as important as the actual race. Also, think about alternative trails in the forest where possible in case distances need to be cut due to warm weather. Be prepared to cancel if trail conditions are too bad or the weather is too warm.

2. Two weeks prior to the event post notices at every junction into the forest to let the public know that there will be a sled dog rally on that weekend between the times of 8:00 am until when you think the race will be finished.
3. Make sure the people that you are asking to help out with the event are sure of the jobs that need to be done and when.
4. Work out how many markers you will need for turns, straight on and any hazards. Make sure that course changes can be made when and where necessary.
5. The following will need to be booked / advised, if possible, well in advance of your rally:
 - Raynet (if required)
 - Burger van
 - Your local vet (in case of injury)
 - Local b&b's, hotels, self-catering places for people staying
6. Marshalls, snubbers and timers. When you find out what course you intend to run make sure that you have enough helpers (try to let them know in advance of the race so that they arrive at the venue in plenty of time and always try to make sure that the people asked to do certain jobs are comfortable with it (ie don't ask a lady to snub and ask some one to time who preferably can count).



7. On the week of the rally, you should have a good indication of entries but you will always get last minute changes so try to allow for this - leave the final running order until the last minute!
8. Check all equipment is working. Check all batteries in stop watches/ clocks.
9. Setting your course on the Friday is most often best as you are less likely to have signs knocked down either by the weather or people using the forest. First thing on Saturday morning is also OK, if you feel you will have the time.
10. Measure your trail accurately for distance. Supply a map to show the competitors, marshalls and helpers. Either use individual maps or have one drawn up in large scale, on a piece of hard board, for display at the mushers meeting. Presentation is important and the more organised that you are the better the race will go.
11. Make sure bibs are all there.
12. Ensure you have printed enough time sheets for the start and finish timers, a few copies for raynet / marshalls and a few spare for the information board.
13. Print out a list of helpers. Always try to leave yourself free of duties. It is less stressful for you to leave jobs to some one else. You will have plenty of other things to do.
14. First day of event; get there in plenty of time, it helps if you have the use of a quad / 4wd to check the trails and that signs are still in place.
15. Set up an information board at the race site displaying the following information you have gathered:
 - Starting lists (inc start time and bib number)
 - List of helpers and jobs
 - Large clock
 - Map of trail
 - Phone number and details of local vet
 - Any other specific instructions required by mushers (ie working rally rules)

Have fun. Don't get stressed and don't drink too much on Friday night, leave that for Sunday night when you get home. ☺

Always remember that there will be committee members at events to help out with things like rules and regulations or how to deal with any issues that may arise. It is great fun putting on an event; a lot of hard work, but at the end of the weekend, it will be worth it.