

COUNTDOWN TO EVENT

☐ **Reserve the date with your course/club**

Depending on how far in advance your course schedules, this is your first plan of action, whether you do it before the previous season ends or before the next golf season begins, or the very first day of the golf season. Call Rally Headquarters for your registration packet.

☐ **“Save The Date”**

As soon as you have your date, send a “save the date” email or postcard to your fellow golfers so they can mark their calendars.

☐ **Meet with Committee or League**

Whether your group meets before the season starts, or your league meets at the very first day of the golf season, it’s never too early to get their commitment to participate. Now is a good time to pass the Rally sign-up sheet and start collecting their entry fees. This is also a good time to look for volunteers if you need extra help.

☐ **Posting the Sign-Up Sheets**

Some of your players have already committed, and it’s now 3 – 4 weeks prior to your event -- time to post your sign-up sheets!

☐ **My Event is in 2 Weeks – time to call Rally!**

You now know approximately how many players you’re going to have. Call Rally Headquarters and let them know you’re ready for your prize box. **Don’t wait until the last minute!** Allow a little bit of lag time. Open your prize box as soon as you get it to make sure it has everything you need.

☐ **Rally Day!**

Don’t forget your Rally banner, balloons, pin flag & tee marker and WEAR PINK!

Take photos to send to Rally Headquarters (or email them to us).

☐ **After the Rally**

Gather your sign-up sheets, your entry fees/donations and mail in the postage-paid envelopes provided. Share with us how your Rally day went!