A basic guide to organizing a rally

Organizing a rally is not as difficult as it first seems.

If you are thinking of organizing a rally contact the committee to see if they have rally dates available to be filled.

The first thing you need is a destination which normally is a restaurant. Alternatively, this could be a place of interest, a town, a city, anywhere that has plenty of parking. There should also be toilets and somewhere to get a drink if the destination isn't a restaurant.

If the destination is a restaurant it could be one you have been to before on a previous rally (if it's your first rally) or one you have been to and thought this would make a nice place to have lunch with the club. The restaurant will need parking normally for around 15 to 20 cars and enough tables for around 30 to 35 people. Then ask the restaurant if they would be willing to cater for a party of that size and if they would provide a menu for around €25 to €30 which includes still water on the tables. Please confirm with the restaurant that they can collect payments for any other drinks directly from the members. You now have the makings of a rally.

The next thing to sort out is a start point. This will need to be somewhere with parking and availability to get a drink and use the toilets. Any of the usual meeting points are fine to use, especially if it's your first rally. Confirm with the venue that they can accommodate us and are expecting us.

Next provide the drivers with a route between start and finish points. This could be a drive that has been done before or a new drive or a combination of the two. Depending the distance of the drive a coffee stop may be required about half-way. Please confirm with the bar/restaurant that they can cope with us arriving en masse and that they are expecting us. We will then upload each rally to the members section of the website for members to download and use.

There are many different ways of planning a drive but you will need a rough idea of the route you want to take. Following are the alternatives: -

1. Adapt an existing route by downloading it from the club website and go for a drive to make sure that it's still correct.

2. Use Google Maps for instance (basic instructions can be downloaded from the club web site or from the internet) and print off the list of directions. Then drive the route yourself, checking the directions and amending as and when necessary.

3. Drive the route with a navigator writing down the directions and mileages as you go.

Once you are happy that your directions are correct download the rally template from the club website and fill in the directions with miles and kilometres. You may want to include questions to ensure that members follow your route. This is optional and if a quiz is included it is important that members are not put in a position where they may break traffic laws or cause an accident. Answers must be easy to spot from a moving car and you may wish to give a prize for the winner which should be cheap and simple, such as a bottle of cava. Once it's all complete present it to the Rally Coordinator via email and/or at one of the Ace Café meetings. The route documents will be put on the club website where the members can download the information and print it or save it to a device

It is the organisers responsibility to receive menu choices and to pass them onto the restaurant a few days before the rally. On the day of the rally the organiser with the help of a committee member collects the payments from the club members and pays the restaurant. The club is moving to the members paying online for their lunches on the Sunday rallies, the committee will keep you updated on who has paid via the website and a committee member will pay the restaurant with the club debit card.

Members who wish to join a Sunday rally after the closing date are free to drive the route but will need to make their own booking with the restaurant if they wish to have lunch.

If it is your first rally or if you do not feel confident to do it on your own then please contact a committee member who will help you with the planning of the route and selecting a restaurant.