



Thank you for agreeing to lead a ride for Team Evergreen!

If you are unable to lead the ride, you are responsible for finding your own substitute. Please notify Jennifer Barbour or Peter Morales with the new ride leader's name and telephone number. If that is not possible, we ask that you alert a member of the Ride Committee. Names and numbers are listed below.

IMPORTANT: Our insurance requires that **every rider** signs the enclosed waiver prior to the start of the ride. Also check to see that everyone has included their license plate number on the space provided on the sign-up sheet. This will allow the Ride Leader to check to see if everyone has returned after the group breaks up after lunch. Minors (under age 18) are allowed to ride with us **only** if a parent or guardian signs as well. Should someone on your ride suffer an injury, please contact Jennifer Barbour, Peter Morales or Kelly Garrod as soon as possible after the injured rider has received proper medical attention. (Phone numbers listed below) Also make sure to fill out the accident report completely. This report is required by Team Evergreen's insurance carrier for any accident. **Also, if you receive any communications from the Jeffco Sheriff's office, or any other regulatory agency, please defer to Peter Morales. Contact information below.**

SOME BASIC RIDE-LEADING GUIDELINES

1. Start with introductions. Discuss the route and mention any known hazards or items of interest. Remind cyclists of safe and courteous riding habits by asking them to indicate turns, stops, and point out hazards, and to say "on your left" when passing. Do not assume they already know this. If new riders are undecided about which ride to go on, encourage them to try the easier route first and work their way up to a more difficult route. Please insist that everyone ride single file and to the right. **For 2014 there are 2 Ride Leaders. One Ride Leader should "sweep" the course and confirm all riders are OK. Encourage riders to communicate to one of the Ride Leaders if they decide to turn back, or elect to deviate from the designated route.**
2. **Helmets are required on all Team Evergreen rides.**
3. The ride leaders should balance enjoying the ride with leading the ride. If possible, try to keep the group together. It is suggested to stop for 5 minutes several times during the ride to re-group. You might indicate a few 5 minute stop locations along the route during the introduction, before the ride starts. Ride Leaders are asked to **lead the option** portions of any ride. We also **encourage** the Ride Leaders to attend lunch, as this will allow an extra hour or so for everyone to re-group at the end of the ride. The Ride leaders can **poll** the group before the ride departs to determine interest for meeting for lunch after the ride
4. We do not expect you to be the mechanic for your group, but neither do we want you to leave anyone helpless by the side of the road. Use your best judgment.
5. Cancel the ride, if in your opinion road and/or weather conditions might make the ride unsafe, or modify the route.
6. **Please return the waiver form/sign-up sheet, along with any comments promptly to Jennifer Barbour**

**Please scan the waiver and send to execdir@teamevergreen.org or send via mail to:
Team Evergreen
PO Box 3804
Evergreen, CO 80437**

We depend upon your feedback to improve future rides. Thank you again for agreeing to be a Ride Leader. Have a safe and enjoyable ride.

Jennifer Barbour
Executive Director
303.503.4616
execdir@teamevergreen.org

Peter Morales
President
303.907.6534
president@teamevergreen.org

Kelly Garrod
Director
303.349.3715
directorkg@teamevergreen.org



Subject List for "Day of Ride" Pre-Ride Briefing:

- 1) Sign ride waiver & hand out Map/Route Descriptions
- 2) Introductions: Ride Leaders, ride participants (Ride Leaders may want give out their cell #)
- 3) Review Rider/Road Etiquette
- 4) Route Overview
- 5) Road Conditions
- 6) Weather Conditions
- 7) Clothing to bring
- 8) Re-Grouping locations, notification by riders that leave the ride to Ride Leader
- 9) Accident Reporting, 1 Ride Leader has the report & pen on their person during the ride
- 10) Poll for Lunch, location, attendance and time frame for such