RIDE LEADER CHECKLIST:

Before the Ride

- Make sure the cue-sheet is accurate and up-to-date.
- Plan food and rest stops.
- Get permission if necessary for car parking.
- Include the BBC name and your phone number on the cue sheet.
- Invite several friends to help make your ride a success.

The Day of the Ride

- Arrive at least 15 minutes before the start time.
- Identify yourself as the ride leader.
- Have cyclists sign the waiver before they receive a cue sheet.
- Make sure everyone wears a helmet.
- Be friendly — welcome new riders — you represent the BBC.
- Explain the route and identify potential problems — discuss regrouping, rest, and meal stop(s).
- Encourage hand and verbal signals, riding single file, and courtesy toward motorists and other cyclists.

- All BBC Members, and non-Members on their first ride, are insured for $10,000 of secondary Medical Insurance that may cover your deductibles or co-pays in the event of an accident

After the Ride

- Report injuries or other significant incidents to the Insurance Coordinator at Insurance@baltobikeclub.org
- Mail, or scan and email, the signed waiver sheet(s) to: Baltimore Bicycling Club email: ridesignin@baltobikeclub.org
  232 Garnett Rd, Joppa, MD 21085-4630
- Update the “Number of Riders Present:” field on the Rides Calendar entry.

Note: Original Waiver sheets must be saved by you or the Club for 3 years.