

Sheet1

To Do	DONE
Step 1: Signing Up	
Sign up for a date with the Hare Raiser	
Exchange contact information with the Hare Raiser	
Step 2: Co-Hares	
Recruit dependable co-hares	
Recruit a Food Hare if applicable to that particular hash	
Step 3: Budgets	
Get the budget from the Hash Cash and ask about reimbursement procedure	
Buy necessary supplies for the hash (e.g. flour, chalk, beer, ice, etc)	
Hold on to all receipts and turn them into the Hash Cash for reimbursement	
Step 4: The On-In	
Step 4(a): For hashes That End at a Bar	
Find a bar in the vicinity. Visit it at the same day/time as the hash will be there	
Verify that there is enough room for the hash	
Locate nearby eating establishments if the bar itself doesn't serve food	
Confirm that there are no games on that night, no karaoke, and no bands playing	
If the bar plays loud music confirm that they are willing to turn it down for us	
Confirm with the manager that they will have enough staff that day	
Negotiate special deals/rates for the hash (not always possible but worth a shot)	
Step 4(b): For hashes with Outdoor/Private Endings	
Verify that it is legal to drink at the selected on-in	
OR verify that the on-in is somewhere we won't get caught.	
Contact the Beermeister if there is any doubt that he/she will tap the keg	
Step 5: The Start	
The start location is someplace safe and with adequate legal parking	
Provide a B-Van if it is an A-B trail. (or an A-Z trail)	
Step 6: Promoting Your Trail	
Post a runstart on SDH3.com a week in advance	
Update the runstart if needed (but not the day before or day of)	
(optional) Create a Facebook event in the appropriate FB group	
(optional) Promote your trail at other hashes during announcements	
Step 7: Google Maps Is Your Friend	
Scout the area you plan to run with Google Maps satellite view	
Use the line tool to map out your trail for approximate distance	
Add locations of checks, beerchecks, etc	
If applicable map out both the turkey and eagle trails for distance	

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Step 8: Boots on the Ground	
Walk your trail. Identify any problems and find solutions	
Go back to step 7 and update your map	
Run your trail to estimate the time required	
Step 9: Beerchecks	
Buy necessary supplies for the hash (e.g. flour, chalk, beer, ice, etc)	
Decide if it will be hosted by one of the hares or unmanned	
Place the beercheck where it won't be found by mortals (If unmanned)	
Step 10: Your Go Plan	
Figure out your timeline for the day of the hash	
Contact your co-hares the day of the hash and make sure everyone's ready	
Meet co-hares in advance to stash beer/cars if necessary	
Step 11: Hare Lies	
Be creative	
Include any last minute details due to rain, road closures, etc	
Don't lie about matters of safety	
Step 12: Laying Trail	
Have more chalk and flour than you think you will need	
Each mark should be able to be clearly seen from the previous mark	
Mark turns and crossings	
Don't forget to mark the turkey/eagle split and the merge	
AFTER TRAIL: If not A-A, go back to the start and leave directions to the On-In	