

## **Thank you for hosting a SWYC Raft-Up or Cruise.**

To make cruising fun for you and all who attend, here is a list of raft up host responsibilities.

It is recommended that you co-host with friends or help new members to become involved.

### **LOCATION**

Most raft ups are held in the same location each year. If you decide to change the location;

Make sure you check for any permit requirements.

Make sure the location change can accommodate the number of boats anticipated for the event, especially if on a holiday week-end

### **PERMITS**

If the location is La Playa Cove or Glorietta Bay, a permit is required. This must be applied for 30 days in advance.

A list of all boat and skipper names, cell numbers, and Documentation/ CF numbers are required.

(If this applies to your raft-up contact the Cruiser Chair with the required information)

### **PROMOTION/ADVERTISING**      No later than 4 weeks in advance

Preferably 6 weeks in advance (especially if in a new location) of the raft up a flyer should be given to the front office, **(It is not the responsibility of the front office to design or create these flyers)** If you need assistance contact the Cruiser Chairs. The front office staff will put your flyer in the binder, on the bulletin board, and include it on the web site. The flyer should include as much information as possible so boaters will know what is needed for that particular raft up. Also include sign up sheets. The blank Cruiser master is available from the front office

### **BUDGET**

Each raft up has a budget. Please do not use your personal funds. Turn in all receipts to the front office identifying which cruise they are for. You will be given a reimbursement voucher. Reminder, if food is provided by SWYC there is a charge and this comes out of the budget. Let the cruiser chair know if there is a problem staying within budget.

### **CRUISER LOCKER**

There are quite a few cruiser supplies stored in our locker. These are available for any SWYC cruise. There is also a coffee maker, and blender. If there are any supplies or non perishable food items left over from your cruise these need to be put into the locker and made available for another cruise. The Cruiser Banner is also stored there. Please make arrangements for the banner to be displayed prominently at each cruise.

## THEME/ACTIVITIES

The theme is usually determined by the holiday associated with the raft up. You are responsible for planning all group activities. This could include games, prizes, food or arranging a pot luck or dinner at a reciprocal club.

## CONTACT PARTICIPANTS No later than 1 week in advance

Contact all those who have signed up to make sure they have all the information needed to fully participate in all activities. Provide a copy of the Raft Up Guidelines. These are available either as a printed copy, as an email attachment or on the web site. Inform boaters how to contact the raft master upon arrival. VHF radio, channel 72 is suggested.

## AT THE RAFT UP

Either you or your co-host should arrive first to determine the correct location and direction of the raft up. Hang the SWYC banner.

As boaters arrive be available to help set bow and stern anchors. (See Guidelines) Have available for everyone a printed schedule of activities and list of boat and member names.

Hosts lead all activities, games or contests.

## CONCLUSION OF RAFT UP

Hold a skippers meeting with instructions on breaking up the raft up. Follow the Raft up Guidelines. Assist pulling stern anchors. This does not mean you have to pull them all up. (See Guidelines)

Gather pictures, notes and names for the Cruiser Chair to be included in the Mooring Line article. Turn in all receipts in to Leslie in the front office in a timely manner.

Thank you again for your willingness to be a raft up host. This enables us to keep the Cruisers going.

REMEMBER, YOU ARE NOT RESPONSIBLE FOR THE RAFTERS EXPERIENCE , JUST THE OPPORTUNITY TO HAVE A GREAT ONE.

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