**Timeline & Suggestions for a Group Hike**

**Suggestions**

* Choose an easy to moderate trail if this is a family event
* You may want to contact a naturalist, entomologist, bird watching group or historian to add an educational spin to the experience
* You may want to consider taking a historical walking tour or garden tour in your area
* Verify with the park office any restrictions, hours, parking, group size, don’t pet the wildlife… and plan accordingly
* Decide if you want to have RSVPs or leave this open. If the park has a group size restriction you may need to take RSVPs to manage the number of leaders and groups to support.
* After the hike you may want to host a tailgate picnic or meet at a local pub depending on the demographic of your group.

**2-3 months prior to the hike**

* Pick a date, and an alternate date, location and time
* Call park office to verify any restrictions
* Create and mail invitation/e-vite and post on website

**1-2 weeks prior to the hike**

* Send a reminder

**Day of the Hike**

* Arrive ½ hour before scheduled start time
* Meet with guide
* Hike and have fun
* Take pictures

**After**

* Record the event for the newsletter and annual report
* Send a thank you note to the guide

**Please find a sample invitation below:**

**7th ANNUAL FALL FOLIAGE HIKE - Battle Road Trail at Minute Man National Historical Park, Saturday, October 20 1:30 PM**.

We are returning to local environs and have selected a unique setting for this year's hike.  We will step back in time and walk nearly the full length of the historical Battle Road Trail from Lexington to Concord.  This hike is very flat; special footwear is not required.  This will be a point-to-point hike of 4 miles. For a map of the area, visit:

<http://www.nps.gov/mima/planyourvisit/upload/MIMA%20Park%20Map.pdf>. If interested in attending, or to receive updates, please contact Bill at (978) 369-XXXX (before 10 PM).