



## HOW TO ORGANIZE A HIKE EVENT

1. There are no startup monies from the HIKE Board for operational funds for an event.
2. Please notify the HIKE Board President that you are planning an event.
3. Establish a budget.
4. Hold organizational fund raiser for startup and operational monies or seek donations. Donations must be directed to Bethel or Grand Council using their tax ID number. (if the donor is claiming donation on taxes)
5. Hold the Fundraiser.
6. All checks for the HIKE Fund must be made out to "The HIKE Fund Inc."
7. All checks and monies must be quickly given to the event organizer/chair. They must be sent immediately after the event to The HIKE Fund Inc. Executive Secretary. This allows the donor to claim the donation as tax deductible.
8. Contact the Executive Secretary if you have questions.
9. Send pictures and articles about your event to The HIKE Board Inc. SNE Publication.

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