

GEOCACHE ALASKA! Inc.

Exploring the Last Frontier • www.geocachealaska.org



Event FUNdamentals

by

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([FTL-AK](#))






Anchorage Alaska

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Event Definitions...



-  **Event:** a gathering of geocachers, facilitating the social aspect of geocaching within Geocaching.com guidelines.
-  **EduVent:** a *GeocacheAlaska!* – hosted training session focusing on a specific topic, designed to enhance geocacher skill sets.
-  **CITO Event:** a gathering built around the Cache-In Trash-Out environmental ethic developed by geocaching.com, encouraging individual geocachers to become stewards of the environment where they play the game.

Why host an event:



- ▶ Gain a new hide type on your stats page
- ▶ Clean up your favorite place/park/trail-CITO
- ▶ Bring people to your Favorite location
- ▶ Make sure you get a find on a missing date
- ▶ Help end/start a streak
- ▶ Earn a Souvenir!
- ▶ Meet locals when traveling
- ▶ Have fun!
- ▶ You get to log your event! Write a good log!
- ▶ What was your favorite event?

Let's review the Geocaching.com Guidelines:



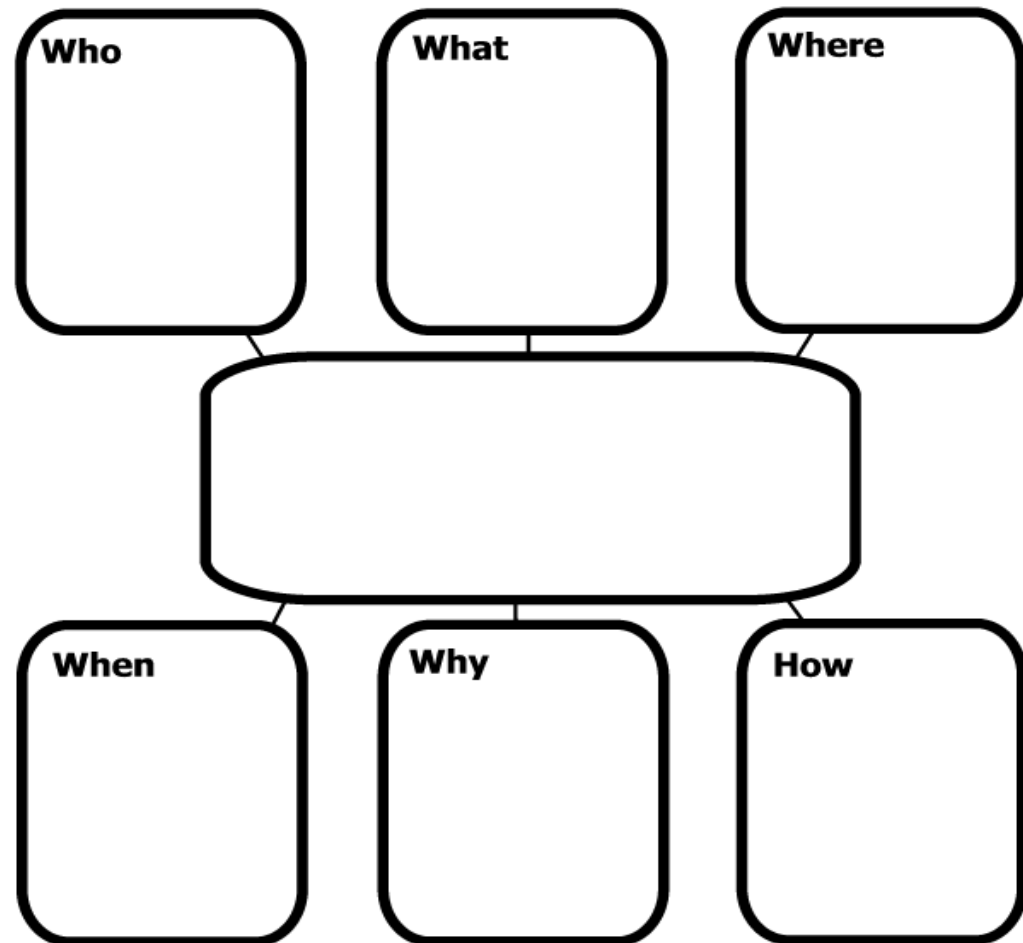
- It takes place at the posted coordinates, includes start and end times, and lasts at least 30 minutes. CITO must be 1 hour minimum.
- Events must be submitted at least two weeks prior to the event date.
- After an event has occurred, the listing is to be archived by the geocache owner. *Ideal within 2 weeks.
- Event Caches, like other geocaches, will only be published if they meet the [commercial cache](#) guideline. Geocache owners can include basic information about the location on the geocache page, even if it is a commercial location.

Planning the Listing:



STORYLINE:

WHO
WHAT
WHERE
WHEN
WHY
HOW



How to get Support from



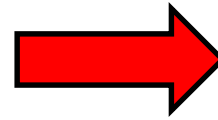
- Fill out an Event Support Request!
- <http://www.geocachealaska.org/documents/EventForm.pdf>
- The store now has forms on hand!
- Fill out the form in detail and send to a board member – they'll handle getting it approved
- Why not request help? Don't be shy!
- <http://www.geocachealaska.org/contacts.htm>

How to get Support from



- GeocacheAlaska! has paid and supported!
 - BBQs - Food, location cost, prizes
 - Swag! Geocaching giveaways
 - Donuts - after a failed food event.
 - Camping Locations paid for!
 - Train ticket!
 - and so much more.
-
- If you have an idea ask, also please ask prior to setting up the event to ensure we can help.

Support 2015 info from



- For everyone who loves the numbers!
- \$1,146.01 was returned to GeocacheAlaska! members in prizes.
- \$2,367.96 was returned to GeocacheAlaska! members through event expenses.
- Total give-back to members for 2015 was

\$3,513.97

Ready to Submit Listing?



- Type & Location: Select the event type (Event / CITO), and enter your event coordinates.
- Waypoints (Optional): Is there parking near your event? A trailhead you need to find to get to the right spot? Let folks know.
- Description & Summary: Where is the event, what time does it start and end, and what will folks be doing? Is any special type of clothing or gear required? Will there be activities suitable for young children, or do you have to be a spring chicken to partake? Will there be a lunch break? Any safety concerns? **The more details you can supply, the better.**

Let's Try It Out Live:



- Remember – you must submit at least two weeks in advance and if you don't someone else might or you could miss the date all together.
- Don't hit submit until you have all the information in front of you, including permission to have the event at the coordinates you've chosen
- **Here's the Storyline...**

STORYLINE:



WHO – All Geocachers

WHAT – Event – June 12th 1982 A Legend was born.

WHERE – Park Strip Anchorage Alaska

WHEN – June 12th 12pm to 3pm

WHY – Celebrate FTL-AK's B-Day and Summer Fun!

HOW – by FTL-AK – with GeocacheAlaska! Support

Let's Go Online:



- **“Host a Geocaching Event”**
- Click “Create Event” & choose: Event vs CITO
- Enter Event Coordinates & Check Location
- Enter Reference Point / Parking etc
- Enter the Event Details (W,W,W,W,W,H)
- Hints on Cache Page details... copy copy copy!
- Attributes matter – take time to use them
- Leave quality reviewer comments.
- Don't wait for someone else to host! Just build it and host! Events are easy! No maintenance required!

Once Event is Published:



- Begin getting together all the supplies you need
- Create a checklist of what to bring / to do in advance
- Shamelessly publicize the event on our Facebook page
- Visit your event listing to see if there're posted queries
- Issue Announcements to update 'Will Attend' cachers
- Day of event – doublecheck your lists in advance!
- Be early (*yeah FTL-AK) – at least a half an hour – and get help to set up the necessary activities around the site
- Have a great attitude – it's supposed to be fun!
- Make sure you clean up after yourself – CITO!
- Make sure you call if needed a few days prior to remind the food location your coming and how many will attends are listed. People like to eat at food events.

February Events...



○ Resolution 21+ [GC6ANN6](#) 2/7/16 ANCHORAGE
5PM-6PM

○ Pre-Leap Flash Mob February 28, 2016 :
330PM [GC69C38](#) PALMER



○ “On the ways to 366” Stammtisch [GC6APKE](#)
2/29/16 ANCHORAGE 615am-715am

○ Leap Day Late Breakfast Stammtisch [GC6BC60](#)
2/29/16 ANCHORAGE 730am-830am-ish

○ All Hopped Up on Leap Day! [GC6BC29](#) 2/29/16
Coal Bay 830am-9am



February Events...



- Leap into March [GC6BBQ4](#) **2/29/16**
Seward 12pm-1230pm
- Leap'n'Greet [GC6B7VH](#) **2/29/16**
Fairbanks 5pm to 6pm
- The MatSu Valley Needs a Leap Year Event
[GC6BEE4](#) **2/29/16** **Wasilla 530pm-6pm**
- Who made this extra day! [GC68Y0Z](#) **2/29/16**
ANCHORAGE 6PM-7PM
- Leap Year Souvenir Event [GC6APKE](#) **2/29/16**
BETHEL 7PM-8PM



March Events...



- **Stammtisch Taco Tuesday IV Return of the Taco!** [GC68Y1H](#) **3/1/16 ANCHORAGE 5pm to 6pm**
- **Thirsty I am...** [GC6BGYC](#) **3/10/16 Eagle River 6pm-630pm**
- **4th ANNUAL MARCH BIRTHDAY FLASH MOB(AN EVENT)!!** [GC6AEFP](#) **3/12/16 SEWARD 12pm-1230pm**
- **MO' PIE! RIDES AGAIN!** [GC69QZM](#) **3.14 ANCHORAGE 6:28pm-7:28pm**



Resources



- GeocacheAlaska! geocachealaska.org
- GS Knowledge Books:
support.groundspeak.com
- GeocacheAlaska! Forums:
geocachealaska.proboards.com
- Switchback's NW Trails:
www.switchbacks.com/nwtrails/
- Or Anyone who has hosted an event! Ask me!