



What to do when

One month before

Publicity

- contact your local paper to see what their deadlines are for stories, use the press release sample or your own eye catching wording to make a submission
- ask if they can do a feature about greyhounds
- ask if you can have a free advert as this is a charitable event
- poster wherever you can, vets, pet stores, libraries etc.
- contact your local radio and check if they can promote your event

Health & Safety

- if you haven't already done one think about doing a risk assessment (form supplied) and make sure you have all the necessary permissions

One week before

Health & Safety

- recheck the venue and make any changes to Risk Assessment that may be needed
- make sure everyone who's helping knows what you're planning it and how they will be assisting you

On the day

Volunteers

- everyone knows what they're doing so that's sorted
- who's there - If possible collect contact details of everyone who comes along, if you don't already know them.
- how many dogs - Send your tally of participating dogs to GGGW HQ with the name of your walk, we will reply with the total number of dogs walking as soon as we can.
- photographs – ask anyone who is taking photos to send them to either post them to our Facebook page – The Great Global Greyhound Walk – or email them to team@greatglobalgreyhoundwalk.co.uk so that they can be uploaded to the online gallery and GBGW website

After the walk

- Relax -put your feet up and feel proud!
- Publicity - contact your local paper with a report of your walk and don't forget to mention the GGGW total
- More walks - Get ready to plan your next walk and book your diary for the GGGW 2018