

HOW TO – UFO GATHERING

- Pick a date
- Select a location airport
- Venue
 - At an airport coordinate with the FBO as well as the facility
 - Off the airport arrange for getting people to and from
- Request UFO banner or other items we have for events

Decide if you want a formal presentation like

- Formal
 - FAA Master Pilots
 - FAA Wings Training session
 - CFI “rusty pilot” type
- Informal
 - Potluck works too
 - GTKY (getting to know you) which is very popular cause pilots like to talk about themselves
- Have food
- Advertise
 - via the website events,
 - in the SQUAWK newsletter
 - via our mailing list to a group within a radius of a central zip code.
 - Phone call
 - Request RSVP and if flying so you can tell the FBO for parking
- Follow up
 - Take a group picture with the banner displayed for
 - Facebook
 - SQUAWK
 - Website
 - Advertising
 - Write up for the SQUAWK
 - Submit reimbursement for your out-of-pocket expenses
 - Must have more than 5 members
 - We do have limits, so check first.