GROUP LEADER INFORMATION & BENEFITS

WHEN do I start?

The sooner you get started the better. You will want plenty of time to plan and create a group experience so that as many people as possible can join you. Begin talking to women and generating interest as soon as you hear about the event.

HOW do I get started?

Purchasing for your group:

1) Join the event Community and begin receiving key information about the event and different ways your group can be involved beforehand through a fun newsletter!

2) Create a sign-up sheet for your group. It should include name, address, cell phone, email, and transportation and hotel needs, if applicable.

3) Ask for a deposit from each lady who signs up. Keep an eye on early bird pricing dates and tax amount (if applicable).

4) Purchase your group’s wristbands.

5) Collect the balance from each person.

6) Distribute the wristbands prior to the event.

7) Schedule a location to meet up once you arrive.

Are you ready to purchase your tickets now? Click [here](#) to place your order.

WHAT do I share with my group?

Group leader’s name and cell phone number

- Name the wristbands were purchased under, in case a group member loses her wristband

- Transportation plans - are you meeting to ride together? Or are group members on their own?

- Parking Accommodations when you arrive at the event venue

- Select a meeting place at the event venue - a rally point everyone will recognize like the box office (Plan to arrive early so that your group can get great seats together)

- Hotel information if you are staying overnight. ([Check lifeway.com/thewordalive](http://lifeway.com/thewordalive) for lowest rates)

WHAT do I share with my group the week of the event?
• Send out one last email with your meeting time and place. Be sure to include the group leader’s cell phone number one last time!

• Remind your ladies to bring their wristbands

• Share any information about transportation, meals and lodging that is applicable