

## Creating OSB Online Event Directions (OED)

The items listed below must be included on the Online Event Directions for OSB to be approved.

After you have completed the map and directions, please forward PDF file to Diana diwhited1969@gmail.com. **Directions and map for the OSB must be in the same file.**



Emergency: Dial 911  
Iowa's Walking Club: POC name and phone

These walk directions and maps may only be used in conjunction with a signed American Volkssport athletic waiver. All other uses are prohibited.

*You can download this green emergency graphic from [ava.org](http://ava.org). Select administrative from the tool bar at the top, then select general administration, then AVA graphics/Logos. Using the graphic is optional*

If the walk supports a Physical Walk Box as well as OSB, add the following:

*"Please use either the Online Start Box (OSB) or Physical Start Box (PSB) to register and complete the event. Do NOT mix and match. For example, by registering using the OSB then completing your event using the PSB nor signing the PSB log sheet. The sponsoring club only receives credit for an OSB participation when an OSB registration has been completed online by entering your participation date, distances, and any special programs using the OSB."*

Name of city (if walk is located in a city) and county

© (add year) Iowa's Walking Club

Start Point street address (latitude and longitude are optional)

Driving directions to Start Point

Location of restrooms

Parking options

Trail rating

Trail directions in 2 column format and numbered **Do not include a "check point question"** Since an OSB walk does not provide a start card to record the answer, AVA does not want a check point question included.

Map of trail

At the end of the directions add this statement: Be sure to log back into the OSB system to finish/complete your online registration by entering the participation date, distance and any special programs.

The OED PDF should include this reminder, usually at the end of the directions. *“Be sure to log back into the OSB system to finish/complete your online registration by entering their participation date, distances, and any special programs”.*

**Directions and map must be in the same file.**

If you need assistance , contact Darrell Neily [osbhelp@ava.org](mailto:osbhelp@ava.org)