



**Department of Ohio**  
**American Legion Riders**

Handbook

AND STANDARD OPERATING PROCEDURES

January 2023

## Table of Contents

<b>Prayer for Members of the Armed Forces</b> .....	1
<b>Introduction and Purpose</b> .....	1
<b>Four Rules of an American Legion Program</b> .....	2
<b>RIDERS CREED</b> .....	3
<b>PREAMBLE</b> .....	4
<b>The American Legion Riders of Ohio Standard Operating Procedures</b> .....	5
Member Qualifications.....	5
Chain of Command.....	5
OHALR Department Level Meetings and Voting Procedures .....	5
Staff Duties: .....	6
OHALR Department Director .....	6
OHALR Department Assistant Director.....	7
OHALR Department Secretary (can fulfill Finance Officer if necessary).....	7
OHALR Department Finance Officer .....	7
OHALR Department Sergeant-at-Arms:.....	7
OHALR Department Communications Officer .....	8
OHALR Department Chaplain .....	8
District Director .....	8
<b>OHIO AMERICAN LEGION RIDER CHAPTERS</b> .....	10
Section 1: Establishment of Chapters.....	10
Section 2: Member Qualifications.....	10
Section 3: Support Members:.....	11
Section 4: Recommended Officers Duties.....	11
<b>Director:</b> .....	11
<b>Assistant Director:</b> .....	12
<b>Secretary:</b> .....	12
<b>Finance Officer:</b> .....	12
<b>Sergeant-at-Arms:</b> .....	12
<b>Road Captain/Safety Officer:</b> .....	13
<b>Chaplain:</b> .....	13
Section 5: Discipline .....	13
Section 6: Chapter Finances.....	14
Section 7: Record Keeping .....	14
Section 8: Patches and Apparel .....	14

Section 9: Formal Events .....	15
<b>Uniforms</b> .....	15
<b>Flag Display Order of Precedence</b> .....	15
<b>Displaying a US Flag on a Motorcycle</b> .....	15
<b>EVENT REGISTRATION/RELEASE FORM</b> .....	17
<b>ALR UNITED PATCH QUALIFICATION CRITERIA</b> .....	20
<b>Form an American Legion Riders Chapter</b> .....	22
<b>American Legion Rider of Honor (OHALR)</b> .....	24
<b>Ohio Ride and Grab</b> .....	24
Individual Responsibilities .....	27
Riding Together/Group Rides .....	27
Time to Ride .....	29
Ride Types .....	32
Equipment .....	32
Mentor Program .....	33
Request for Ohio American Legion Riders Charter .....	35

## **Prayer for Members of the Armed Forces**

O God Almighty, the Creator and Ruler of the Universe, we ask that you will Strengthen and protect the members of the Armed Forces of the United States of America. In the day of battle may they be courageous and strong, resourceful and Capable, resolute, and victorious. In the time of peace may they serve with dignity and Honor, as effective emissaries of good will for this Nation. May their devotion and Loyalty to You and to their homeland inspire them in moments of challenge, and Comfort them in tribulation and long separation from loved ones. And finally, we ask That they may return safely to serve you and our Country in the days and years to Come.

Amen.

## **Introduction and Purpose**

The Ohio American Legion Riders is a program sponsored by The American Legion Department of Ohio. Its purpose is to participate in and promote the aims and purposes of The American Legion Department of Ohio including but not limited to the programs of The American Legion. The Ohio American Legion Riders shall be known as the Ohio Chapter and local Chapters sponsored by an American Legion Post shall be known by the name and number of its sponsoring Post.

Pursuant to the NATIONAL EXECUTIVE COMMITTEE MEETING OF THE AMERICAN LEGION May 5-6, 2021

Resolution No. 5: Guidelines for the American Legion Riders National Program

A complete list of current sponsoring Posts and chartered American Legion Rider Chapters can be found at <https://www.ohiolegion.com/programs/legion-riders/>.



## Four Rules of an American Legion Program

Whether a program is chartered by a post, department or national, it is incumbent on The American Legion that we control the actions of that program to best meet the needs of our organization, provide oversight and protect the brand. Therefore, when a body sets up a program, whether it's a Sons of The American Legion squadron or an American Legion Riders chapter, the program itself must be answerable to the body which chartered it.

**Rule #1 – “Leadership”** – All elected and appointed leaders must be confirmed by the parent organization after each selection, or as needed.

**Rule #2 – “Rules”** – All bylaws, amendments and/or standing rules must be presented to the parent organization for confirmation and approval prior to use.

**Rule #3 – “Reports”** – The program will provide to the parent organization: (a) monthly activities reports; (b) quarterly financial reports; (c) an annual financial statement; and (d) any additional report(s) requested by the parent organization.

**Rule #4 – “Controls”** – The parent organization may provide the program with the employer identification number (EIN) and the tax-exemption status with the necessary financial controls over their usage. All program financial accounts must have a minimum of two (2) parental signatories appointed by the parent organization.

*“Parent Organization”* denotes an American Legion organization level as it relates to the program at the post, district, department and/or the national organization.

This will alleviate confusion and problems that sometimes occur when a program initiated in good faith by a parent organization gradually falls out of favor and begins to act as an independent body without answering to the parent affiliate. Any programs that use the name “American Legion” must follow these four rules so that national does not have to enforce intellectual property rights against a subsidiary organization using our name.

## RIDERS CREED



## THE RIDERS CREED

- R** Riders dedicate themselves to the success of the American Legion. I know that, through my efforts, I can make a difference.
- I** I alone am responsible for myself and to my fellow riders. I will conduct myself with the highest degree of integrity and honor.
- D** Deeds, not words, create change. I will persevere against any and all things that prevent my success. My resolve and strength will overcome all obstacles.
- E** Each rider is first a member of the American Legion Family. I will actively participate in willingly support their endeavors.
- R** Readily will I join other riders in activities and events which support our missions. I will do so gladly knowing I volunteered to be an American Legion Rider.
- S** Success is the only acceptable conclusion. I will allow nothing to dissuade me or impede me from service to my family, community, country and especially our Veterans.

## PREAMBLE

FOR GOD AND COUNTRY, WE ASSOCIATE OURSELVES TOGETHER FOR THE FOLLOWING PURPOSES:

- To PARTICIPATE IN PARADES AND OTHER CEREMONIES THAT ARE WITHIN THE AIMS AND PURPOSES OF THE AMERICAN LEGION RIDERS.
- TO PROMOTE MOTORCYCLE SAFETY.
- TO PROVIDE A SOCIAL ATMOSPHERE FOR THE AMERICAN LEGION FAMILY MEMBERS.
- TO USE OUR PROGRAM TO SUPPORT THE AMERICAN LEGION FAMILIES, OUR POSTS, OUR COMMUNITIES, OUR VETERANS, VETERAN HOSPITALS, AND VETERANS HOMES.
- TO FOSTER AND PERPETUATE A 100% AMERICANISM.
- TO PROMOTE GOODWILL AND PEACE ON EARTH.

Effective

January 22, 2022

Midwinter OHALR Meeting

## **The American Legion Riders of Ohio Standard Operating Procedures**

### **Member Qualifications**

1. Must be a member in good standing of The American Legion, The Sons of the American Legion, or The American Legion Auxiliary.
2. Members of a sponsoring post may not at any time hold membership in more than one Chapter of the OHALR.
3. Each OHALR member shall establish and maintain membership by owning either individually or through marriage, a common-law marriage, a life partnership, or a long-term relationship, a motorcycle or trike, be insured by the OHALR member and the operator must have a license with proper endorsement.
4. On Department of Ohio or National motorcycle events, a minimum of 500cc will be required to participate along with the proper endorsements, insurance, and signed waiver (this does not dictate chapter cc requirements).
5. Individual OHALR Chapters may allow for continued membership for those members who have given up motorcycle ownership due to age, illness, injury, or other reasons beyond a member's control.
6. OHALR Chapters do not have the authority to enter into any formal association or club/council membership with any outside organization that may act or vote in any manner outside the control of the American Legion.

### **Chain of Command**

The Chain of Command for all members of the Ohio American Legion Riders shall be:

Members to their OHALR Chapter Director, to the Commander of the sponsoring Post, to the District Director, to the OHALR Department Director, to the Department Commander and the Department Executive Committee.

**The American Legion Riders of Ohio Executive Committee** shall consist of the current OHALR Department Staff members, District Directors, and the Past OHALR Department Director.

### **OHALR Department Level Meetings and Voting Procedures**

1. Voting members at any OHALR Department meeting will be as follows: OHALR Department Executive Committee members, Chapter Directors and two delegates from each chapter. Delegates must be elected at Post level and the names of those elected must be submitted to the OHALR Department Secretary at least 30 days prior to any election. Post Chapters in violation of the National and or Department Guidelines or Standard Operating



Procedures may be suspended, and all members will be denied a voice and or vote at OHALR Department meetings. Chapters may be suspended or expelled for not addressing the following:

- A. Failure to comply with any obligation imposed by the OHALR SOP.
  - B. Any violation of law that reflects unfavorably on the OHALR.
  - C. Any other conduct unbecoming an OHALR member.
2. Members are required to show their current membership card at the time of registration.
  3. Voting shall be by voice unless it is an Election for the OHALR Department Director when there is more than one candidate.
  4. When only one candidate is nominated, the chair shall call for a voice vote.  
The current issue of Robert's Rules of Order Newly Revised shall be the parliamentary authority on all points not covered by these Rules.
  5. Election ballots will be destroyed following the close of convention.

### **Staff Duties:**

The members of The American Legion Riders of Ohio shall elect an OHALR Department Director at the annual summer meeting of the Riders. Nominations for OHALR Department Director will be made from the floor at the regularly scheduled general membership meeting prior to the Annual Convention. The OHALR Department Director is elected for a term of two years and shall not succeed themselves. However, they may be elected again if no one runs for the office, or if the person is re-elected by a two-thirds (2/3) majority of delegates present. The OHALR Department Director will make all appointments to the Ohio American Legion Riders OHALR Department Staff. OHALR Department Staff members must be members of The American Legion Family and members of The Ohio American Legion Riders in good standing. Staff shall consist of a Director, Assistant Director, Secretary, Finance Officer, Sergeant at Arms, Communications Officer, Road Captain/Safety Officer, and a Chaplin. The OHALR Department Director may appoint other staff as deemed necessary.

### **OHALR Department Director**

1. Charged with the overall supervision of the Ohio American Legion Riders program, reporting directly to the Department Commander and the Department Executive Committee.
2. Sets the agenda for three scheduled meetings of the membership and one annual meeting with District Directors.
3. Monitors to ensure all Districts, and Chapters are following the rules and procedures as set forth by the Department.
4. Monitors to ensure all functions participated in by the OHALR Chapters are within the guidelines set forth by the Department of Ohio and the National Organization.
5. Monitors to ensure that the good name of The American Legion is not tarnished in any way by actions of American Legion Riders or Legion Rider Chapters that could be

perceived as detrimental to our image in our community.

6. Monitors to ensure the motto "Legion Family First, Rider Second" is instilled in every Chapter.
7. Monitors to ensure all necessary reports to the Department Commander and Department Executive Committee are submitted promptly.

#### **OHALR Department Assistant Director**

1. Shall assume the duties of the OHALR Department Director in his/her absence at the instruction of the Department Commander or Department Executive Committee.

#### **OHALR Department Secretary** (can fulfill Finance Officer if necessary)

1. Records minutes of all Committee activities.
2. Maintains copies of minutes and reports.
3. Handles all administrative functions and correspondence for the OHALR Department at the direction of the OHALR Department Director.
4. Shall be responsible for communicating the date and time of meetings and events to all members.

#### **OHALR Department Finance Officer**

1. Maintains accurate records of all transactions by the OHALR Department procedures.
2. Deposits funds per OHALR Department procedures.
3. Provides financial reports to the OHALR Department at all Department Meetings.
4. Submit annual budget forecast by May 15th of each year.

#### **OHALR Department Sergeant-at-Arms:**

1. Preserve order at meetings and gatherings.
2. Shall post and retire the Colors and lead the membership in the Pledge of Allegiance at each meeting.
3. Assist the Road Captain in enforcing all rules of safe riding during rides, runs, and events.
4. Ensure members attending OHALR meetings are current members and are in good standing, identify any guest(s) and their business with OHALR and make Introductions when called upon.
5. Be responsible for the logistics and proper staging of flags and meeting room for all meetings and the appropriate staging of Flag Bikes and motorcycle during parades and escorts.
6. Shall be responsible for the security of all OHALR members, buildings, and grounds at all OHALR functions and meetings. The Sgt.-at-Arms shall perform other duties as may be assigned by the Executive Committee or the OHALR Department Director.

### **OHALR Department Road Captain/Safety Officer**

1. Primary duty is to ensure the safe operation of group rides and events by following all applicable Federal, State, and Local laws.
2. Provides and passes along safety information, and training when appropriate to American Legion Riders.
3. Assists the Chapter Road Captains in educating members about "Group Riding" techniques and general safety principles.

### **OHALR Department Communications Officer**

1. Shall be responsible for the planning, formulation, and development of all communication programs, including, but not limited to, publicity, organizational publications, promotional material, and OHALR social media. The Communication Officer shall be responsible for efficient and proper communications with all media-press, radio, motion pictures, periodicals, television, and all forms of advertising. In addition, they shall compile from year to year all records of historical value and interest for the OHALR Department. The Communication/Historian Officers from all levels of the OHALR shall unify to compile this historical data. The Communications Officer shall perform other duties as may be assigned by the Executive Committee and OHALR Department Director.

### **OHALR Department Chaplain**

1. Offer the invocation at the beginning and the benediction at the end of all meetings and OHALR Department functions.
2. Visit the sick and distressed members, their immediate family, and fellow veterans, reporting to the membership of their status and needs.
3. Report the death of any Chapter members to the Director, the District and Department OHALR Department.

### **District Director**

1. District Commanders may appoint a District Director. The OHALR District Director may appoint an Assistant Director, and other such Staff as deemed necessary, each of whom may be dismissed at the direction of the District Commander or the District Director.
2. District Directors shall be and function as an Ambassador for the OHALR. They are to advise and support chapters within their District, always remembering that discipline may only be addressed by the sponsoring Post. District Directors are members of the OHALR Department Executive Committee.
3. Make reports to the OHALR Department Director before the Fall Conference, O H A L R Summit, and the Department Convention. Reports should cover all aspects of Chapter

membership, recruitment, social events, mileage, hours, and funds expended in support of all community events and programs, training, and any other information for the good of the American Legion Riders.

4. Monitor to ensure all Chapters are following the rules and procedures as set forth by the Department of Ohio and the OHALR Department.
5. Responsible for ensuring the administration, operation, safety of the Chapters and following guidelines set forth by the Department of Ohio and the National Organization in their area.
6. Visit chapters within their area regularly.
7. Provide advice and assistance to Posts within their region that wish to start an OHALR Chapter in conjunction with the OHALR Department New Chapter Development Officer.
8. Represent Chapters within their area at all Committee meetings.
9. Ensure that all the Chapters are following the By-Laws and Handbook.
10. Forward the calendar of events to all the Chapters within their District
11. Forward the calendar of events from the Chapters to the OHALR Department Secretary to be placed on the Calendar of events.
12. Keep all Chapter Officer information up to date to include but not limited to phone numbers and email addresses.
13. Attend the yearly OHALR Department Rally and serve as a Deputy Sergeant of Arms for the rally.
14. District Directors may hold, simultaneously, the position of Chapter Director if their Post by laws do not object.
15. Assists Posts considering sponsoring an OHALR Chapter.
16. Monitors and ensures sponsoring Posts have the required number of qualified riders to start an OHALR Chapter.
17. Provides applications and training material.
18. Assists in scheduling the formation of the Chapter and advising the OHALR Department Director and OHALR Department Secretary of the date, time, and location to publicize to other Chapters for support.
19. Directors should endeavor to lead by example and to develop current and future leaders to perform effectively in their prospective positions.

## OHIO AMERICAN LEGION RIDER CHAPTERS

All ALR Programs of a post of The American Legion must meet the following requirements:

Whether a program is chartered by a post, department or national, it is incumbent on The American Legion that we control the actions of that program to best meet the needs of our organization, provide oversight and protect the brand. Therefore, when a body sets up a program, whether it's a Sons of The American Legion squadron or an American Legion Riders chapter, the program itself must be answerable to the body which chartered it.

**All elected and appointed leaders must be confirmed by the parent organization after each selection, or as needed.**

**All bylaws, amendments and/or standing rules must be presented to the parent organization for confirmation and approval prior to use.**

**The program will provide to the parent organization: (a) monthly activities reports; (b) quarterly financial reports; (c) an annual financial statement; and (d) any additional report(s) requested by the parent organization.**

**The parent organization may provide the program with the employer identification number (EIN) and the tax-exemption status with the necessary financial controls over their usage. All program financial accounts must have a minimum of two (2) parental signatories appointed by the parent organization.**

"Parent Organization" denotes an American Legion organization level as it relates to the program at the post, district, department and/or the national organization. This will alleviate confusion and problems that sometimes occur when a program initiated in good faith by a parent organization gradually falls out of favor and begins to act as an independent body without answering to the parent affiliate. Any programs that use the name "American Legion" must follow these four rules so that national does not have to enforce intellectual property rights against a subsidiary organization using our name

### Section 1: Establishment of Chapters

2. An ALR Chapter is a Post Level Program of The American Legion and exists at the discretion of the sponsoring Post.
3. Chapters must have a minimum of three (3) qualified Riders.
4. Chapters must take the Post number of the sponsoring Post.
5. Chapters must be sponsored and approved by a Post. Charters will be provided upon completion of requisite documents by the sponsoring Post and Chapter.
6. **Recommended** Officers: Director, Assistant Director, Secretary, Finance Officer, Sergeant-at-Arms, Road Captain/Safety Officer, and Chaplain.

### Section 2: Member Qualifications

1. Must be a member in good standing of The American Legion, The Sons of the American Legion, or The American Legion Auxiliary.
2. Members of a sponsoring post may not at any time hold membership in more than one Chapter of the ALR.
3. Each ALR member shall establish and maintain membership by owning either individually or through marriage, a common-law marriage, a life partnership, or a long-term relationship, a motorcycle or trike, be insured by the ALR member and the operator must have a license with proper endorsement.
4. On Department of Ohio or National motorcycle events, a minimum of 500cc will be required to participate along with the proper endorsements, insurance, and signed waiver (this does not dictate chapter cc requirements).
5. Individual ALR Chapters may allow for continued membership for those members who have given up motorcycle ownership due to age, illness, injury, or other reasons beyond a member's control.
6. ALR Chapters do not have the authority to enter into any formal association or club/council membership with any outside organization that may act or vote in any manner outside the control of the American Legion.

### **Section 3: Support Members:**

1. Chapters may accept support members, but at a minimum, they must:
2. Be a Legion Family member (i.e., The American Legion, Sons of The American Legion or The American Legion Auxiliary) in good standing under the guidelines of one of the three organizations and identified by a "Supporter" Patch under the ALR back patch.
3. A supporter may only be a Supporter of one ALR Chapter.
4. May only hold the Secretary/Finance Officer and Chaplain positions at the Chapter level.
5. May not hold any OHALR Department Staff position.
6. May not vote at the Chapter level unless specifically authorized by the Chapter's Standing Rules/Bylaws.

### **Section 4: Recommended Officers Duties**

#### **Director:**

1. Serves as Chief Administrative Officer of the Chapter and presides over all meetings
2. Serves as liaison to the Executive Committee of sponsoring Post.
3. Supervises all affairs of the Chapter.
4. Shall not serve as Finance officer in any capacity.
5. Coordinates with other ALR Officers at the Chapter, District, and OHALR Department level.
6. Submits reports as required by the sponsoring Post, District, and OHALR Department.
7. Directors shall be ultimately responsible for all officers and members in his or her charge. This responsibility will include, but is not limited to training, job performance, and leadership.

8. In the event an officer is deemed to be ineffective in performing the duties of their office, every effort should be made by the Director and the officers at their level to determine the cause and correct the deficiency prior to removing that officer.
9. Directors should endeavor to lead by example and to develop current and future leaders to perform effectively in their prospective positions.

#### **Assistant Director:**

1. Perform such duties as directed by the Chapter Director.
2. Executes the duties of the Chapter Director during his/her absence or disability.

#### **Secretary:**

1. Shall maintain membership records sufficient to establish:
  2. Members in good standing
  3. Eligibility to be a rider
  4. Contact Information
  5. Motorcycle license and local insurance requirements
6. Maintain membership records of members who are current and in good standing and provide an accurate roster.
7. Send a delinquent notice to members whose dues have lapsed and to those Lifetime Members who have not provided proof of eligibility by January 1<sup>st</sup>.
8. Maintains a full and accurate record of all chapter proceedings meetings.
9. Submit the two names of elected delegates to the OHALR Department Secretary 30 days prior to a conference or convention.
10. Shall be responsible for communicating the date and time of meetings and events to all members.

#### **Finance Officer:**

1. Maintains accurate records of all transactions by the sponsoring Post's financial requirements.
2. Deposits funds in an assigned bank-account and disburses funds as approved by the Chapter.
3. Provides financial reports to the sponsoring Post Executive Committee monthly.
4. Collect dues as required.
5. Shall render a report of receipts and disbursements at each meeting.

#### **Sergeant-at-Arms:**

1. Preserve order at meetings and gatherings.
2. Assist the Road Captain in enforcing all rules of safe riding during rides, runs, and events.
3. Ensure members attending ALR meetings are current members and are in good standing, identify any guest(s) and their business with the ALR and make Introductions when called

upon.

4. Be responsible for the coordination and proper staging of flags and meeting rooms for all meetings and the appropriate staging of Flag Bikes and motorcycles during parades and escorts.

#### **Road Captain/Safety Officer:**

1. Responsible for organizing group rides and reporting details to the Secretary.
2. Responsible for reporting to the following:
  - Date and name of the event or ride.
  - Names of riders on the ride
  - Length of event or ride in hours and miles
3. Assigns additional assistant road captains for large group rides and determines the safe number of riders in each group.
4. Responsible for giving a pre-ride briefing covering the route, hazards, and hand signals.
5. Shall ensure all guest riders sign a waiver of liability before all rides. Signed waivers will be given to the Secretary for filing.
6. Ensure the safe operation of group rides and events by all applicable Federal, State, and Local laws.

#### **Chaplain:**

1. Offer the invocation at the beginning and the benediction at the end of all meetings and Chapter functions.
2. Visit sick and distressed members, their immediate family, and fellow veterans, reporting to the membership their status and needs.
3. Report the death of any Chapter members to the Director, the District and Department OHALR Department Director.

#### **Section 5: Discipline**

The American Legion Riders is an American Legion program, discipline may only be addressed by the sponsoring Post.

1. Any member who receives disciplinary action by their Sponsoring Post shall be subject to the same action by the ALR. When a Parent Organization expels and/or removes membership rights the same membership rights are removed and they shall be expelled from the Riders membership automatically. Once a member has exhausted their Sponsoring Posts appeal process, if the member is reinstated to membership in their Parent Organization, their ALR Membership will be restored.
2. If a Rider has been expelled from a Chapter, they are not in good standing and therefore are not eligible for membership in another Chapter.
3. Member conduct and protocol shall be determined by each Chapter.
4. Ineligibility for membership at time of acceptance into membership, or procurement of



membership by fraud or deception shall be cause for immediate termination of membership.

## **Section 6: Chapter Finances**

1. Finances will be derived from Membership Dues, sale of approved merchandise and such other revenue sources as approved by the ALR General Membership.
2. Checks issued by the ALR Chapter must have the Post Finance Officer or his/her designee as one of the signatories on the bank account. The ALR Chapter may decide the other Chapter signatories on said instrument.
3. The ALR Chapter Finance Officer must file a financial statement detailing receipts and disbursements, each month with the Post Financial Officer which will be reported to the Post General Membership.
4. An ALR Chapter may not incur any debt in the name of Post without prior approval of the Post membership documented in the Post Memberships minutes.
5. The ALR Chapter of a Post is a subordinate organization to the sponsoring Post which is a non-profit organization and a tax-exempt Corporation under the laws of the OHALR Department of Ohio.
6. Should the ALR Chapter be dissolved or suspended, all funds and assets will be immediately turned over to the sponsoring Post for disposition.
7. Any changes to this document must be approved by the OHALR Department Membership at either the Fall Conference, ALR Summit, or Convention and then approved by the OHALR Department.

## **Section 7: Record Keeping**

1. Records and copies of all bank accounts and of the activities and transactions of the Chapter shall be kept at the Post. These shall include a book of meeting minutes, a copy of the Chapter By-Laws, and an up-to-date membership roster.

## **Section 8: Patches and Apparel**

The only recognized American Legion Riders emblem and logo authorized are those sold through The American Legion Emblem Sales. Use of rockers touching the ALR patch are not allowed because touching the ALR patch violates the trademark laws protecting the ALR patch. ALR vests should display the integrity, principles, and values of The American Legion and the ALR by avoiding patches or pins with explicit or offensive language or images. All patches and pins of any groups displayed on the ALR vest shall share like values of The American Legion with regard to improving the lives of veterans, the military, the community and families, and these groups must be supportive of the principles of justice, freedom, democracy, and equality for all. To maintain the image of The American Legion and its programs, ALR members while wearing any American Legion Riders apparel shall not display exposed weapons.

1. ALR Back Patch. Centered, left to right, and attached to the back of the vest.
2. US Flag patch is attached to the upper left side of the front of the vest. Nothing

- is permissible above the flag as worn on the vest.
3. POW/MIA patch is attached to the upper right side of the front of the vest.
  4. Individual Patches: Should present a positive Image of The American Legion.
  5. The Director can restrict patches or pins not appropriate.
  6. No patches indicating membership or support for any Motorcycle Club is permitted.

## **Section 9: Formal Events**

### **Uniforms**

Dress for Installation of ALR Officers, Funerals and Special Events (Veterans Day and Memorial Day Ceremonies, etc.) It is suggested that all Members wear Dark Pants, White Shirt, Rider Vest, and appropriate Legion Family headgear.

### **Flag Display Order of Precedence**

The order of precedence for flags is National, OHALR Department, Military, and Other. According to the Department of Defense Directive 1005.8, the prescribed precedence of military flags is determined by service birthdays. The appropriate order is given below:

Army Birthday --14 June 1775

Marine Corps Birthday – 10 November 1775

Navy Birthday – 13 Oct 1775-Abolished Feb 1781-ReinOHALR

Departmentd 7 Sep 1781 Air Force Birthday – 18 September 1947

\*Coast Guard Birthday – 4 August 1790

Space Force-December 20, 2019

\*According to the Institute of Heraldry and in keeping with the order in which troops are listed in Department of Defense Directive 1005.8, during peacetime the Coast Guard falls under the Department of Homeland Security. During wartime, if the Coast Guard comes under the control of the Department of Defense, then the Coast Guard flag would come before the Air Force flag in order of precedence.

Organization flags such as The American Legion and POW/MIA are displayed following the military flags.

### **Displaying a US Flag on a Motorcycle**

When the US flag is flown alone, it needs be at the center on the back of the motorcycle, or to its "marching right." The "marching right" is on the right side of the motorcycle to the rider's perspective when facing forward. If the US Flag is on your bike with another, it should be to its "marching right." All flags flown with the US Flag are the same size and at the same height of the US Flag. While the US Flag is on your bike with several other flags the US flag is placed at the

center and highest. Other flags should be arranged in alphabetical order and in decreasing importance - Nations first, OHALR Departments (in order of admittance) and territories second, military third (in order of establishment), and then any others.

[Post letterhead]

## EVENT REGISTRATION/RELEASE FORM

### MOTORCYCLE ACCIDENT WAIVER, RELEASE OF ALL LIABILITY AND ASSIGNMENT OF CLAIMS

**As consideration for being allowed to participate in the event(s) described below I agree:**

1. I acknowledge that motorcycle activity is a potentially hazardous activity which can be a test of a person's physical and mental limits and carries with it the potential for death, serious injury and property loss. The risks include, but are not limited to, those caused by terrain, facilities, temperature, weather, condition of riders' equipment, vehicular traffic, actions of other people including, but not limited to organizers, participants, volunteers, spectators, agents, The American Legion and its officers, NECmen, directors and employees. These risks are not only inherent to riders, but are also present for passengers, spectators, and volunteers. I hereby assume all of the risks of participating, viewing and/or volunteering in this event. I realize that liability may arise from negligence or carelessness on the part of the persons or entities organizing or conducting this event and hereby release them of all possible liability. I certify I am at least 18 years old. I promise not to sue and agree to pay all court costs and all attorney fees that result from my action, civil or otherwise.
2. I certify that I am physically fit with no known physical or mental impairment and have prepared for participation in the event(s). I acknowledge that this Accident Waiver and Release of Liability form will be used by the event holders, sponsors, and organizers of the event(s), in which I may participate and that it will govern my actions and responsibilities at said events. I certify that I am not under the influence of any narcotic, alcohol or other drug that may impair my understanding or judgment and that I will not at any time during the event(s) operate my motorcycle under the influence of any narcotic, alcohol, or drug. I certify that I have fully adequate insurance to cover all medical claims, the motorcycle and any other equipment and any damage or liability I may ultimately be found responsible for, during all travel to the point of my entry into the Ride, the Ride, the period between the end of the Ride and The American Legion National Convention, the period of the American Legion National Convention and my return to my final destination. I further certify that I have all the insurance required by law and I am licensed and competent to operate a motorcycle in a safe manner and my license has all motorcycle endorsements or certificates required by my OHALR Department of residence.

In consideration of my being permitted to participate in this event, I hereby take action for myself, my executors, administrators, heirs, next of kin, successors, and assigns as follows:

(A) Waive, Release and Discharge from any and all liability for my death, disability, personal injury, property damage, property theft or actions of any kind which may hereafter accrue to me during the event or during my traveling to and from this event, THE FOLLOWING ENTITIES OR PERSONS: The American Legion, officers, NECmen, directors, employees, ride organizers, sponsors, representatives, agents, volunteers and

(B) indemnify and Hold Harmless the entities or persons mentioned in this paragraph from any and all liabilities or claims made by other individuals or entities as a result of

any of my actions during this event.

Accordingly, I do hereby release and discharge The American Legion its officers, NECmen, directors' employees, ride organizers, sponsors, representatives and agents, and their officers, agents and its employees from all claims, demands, and causes of action of every kind whatsoever for any death, damages and /or injuries which may result from my participation in this event. This shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law.

3. I hereby consent to receive medical treatment, which may be deemed advisable in the event of injury, accident and or illnesses during the event(s). I agree to pay for any and all costs related to medical response, treatment and transport on my behalf.
5. I certify I will wear the personal protective equipment while operating my motorcycle at this event that is or may be required by the United OHALR Departments and/or any OHALR Department in which my participation occurs and that my motorcycle and all required personal protective equipment are in safe operational condition. I agree to abide by the directions/rules given by the organizers of this event and understand that my privilege to ride may be removed without refund if I am in violation of the rules set forth or acting/performing in an unsafe manner, or any manner disruptive to the operation of the event(s). The engine displacement of my motorcycle is at least 650cc, the minimum size allowed for participation.
6. I agree to pay for all expenses (including, but not limited to lodging, food, beverages, gasoline, oil, repairs and maintenance and any other costs or expense I may incur) intending that The American Legion shall be totally free of such costs and expense.
7. As additional consideration for being allowed to participate in the event(s) described below, I hereby assign to The American Legion any claim I have or might have, in contract or in tort in any way, shape, form or fashion arising out of its action, the actions of other riders or anyone that participates in or comes in contact with participants in the event(s). This assignment is intended by all parties to be a full and complete assignment of any claim I have against The American Legion and its NECmen, officers, directors, employees, ride organizers, sponsors, volunteers, representatives and agents, or may have against entities and individuals listed in this paragraph whether directly or through third parties. The intent of the parties is that The American Legion and NECmen, officers, directors, employees, ride organizers, sponsors, volunteers, representatives, and agents shall be liability free with regard to anything in any way connected with the event.
8. I hereby release The American Legion from any and all claims based upon or arising out of the use, reproduction, distribution, display or performance of all or any part of the photographs or recording, or any derivative thereof, including any claim of invasion of privacy or right of publicity.

**I hereby certify that I have read both pages of this Waiver, Release and Assignment of Claims in its entirety. My signature below indicates that I fully understand it and agree to its contents.**

**Full Signature**

**(Signature indicates agreement to terms and conditions)**\_\_\_\_\_

**Printed name:**\_\_\_\_\_

**Date:**\_\_\_\_\_

\_\_\_\_\_

NOTE: The remaining space may be used for a full event description, including the full title of event, the date(s) of event and location(s). Additional registration information, i.e., full printed name and address, phone, email, emergency contact, and other information may be useful for the administration of the event.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

[Disclaimer: This template for a “Participant Registration Release Form” is provided as a template only but may be used freely to develop waiver/releases for a variety of local Rider events. Any waiver or release constructed from this template should be reviewed by both an experienced attorney and by the insurance agent providing event coverage. Ride organizers should ensure that liability coverage is secured. **THERE IS NO IMPLIED PROTECTION FROM THE AMERICAN LEGION OR ANY OF ITS AGENTS OR EMPLOYEES.**]

## ALR UNITED PATCH QUALIFICATION CRITERIA

Criteria set by a variety of ALR members from around Ohio

Patches will be awarded four times a year. (At each OHALR Department meeting) so all chapters can participate and be part of the ceremony. You can take as long as you need to in order to complete these 5 requirements. All applications must be received 30 days in advance of the scheduled day of the meeting, along with payment to cover the cost of the patch itself. Cost is \$10.00. Email application to [legionriders@ohiolegion.com](mailto:legionriders@ohiolegion.com)

### ALR of Ohio United Patch

1. With two or more riders visit three Posts in your District in one day.  
Date:  
Posts visited: 1)  
                            2)  
                            3)  
Riders present:
2. With two or more riders visit an out of District American Legion Riders Post.  
Date:  
Post visited:  
Riders present:
3. With one or more riders (May be done SOLO) attend a function at seven of your District Posts. If your District only has 4 Posts, you must do all of them, then choose anywhere for the other three Posts. If your District has seven or more Posts, then you must do all visits within your District.

**NOTE:** A function is a bike night, wing night, steak night, cruise in etc. The intent is to support any Post function.

- 1) Date:  
Post visited:  
Function Attended:
- 2) Date:  
Post visited:  
Function Attended:
- 3) Date:  
Post visited:  
Function Attended:
- 4) Date:  
Post visited:  
Function Attended:
- 5) Date:  
Post visited:  
Function Attended:
- 6) Date:  
Post visited:  
Function Attended:
- 7) Date:  
Post visited:  
Function Attended:

4. Assist at an ARL function at another Post within your District.

Date:

Post visited:

Function name:

5. Assist at an ALR function in a different District.

Date:

Post visited:

Function name:

(Insert Riders name here)

(Insert Post directors name here)

Post XXX, (Insert town) OH

ALR Director

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# Form an American Legion Riders Chapter

## Do you want to form an American Legion Riders Chapter at your post?

Overview – Forming a Legion Riders group at your Post does not have to be a huge, complicated process. Getting your “plan” to set one up can make the process much easier. Start by getting to know the facts about the American Legion Riders. Talk to other Legion Riders groups and find out what other Posts have experienced after American Legion Riders were formed there.

Getting Ready – Your Post must be willing to sponsor a Riders Group. The Post must vote on this. To smooth the way, do some homework on the Riders. Point out the positive aspects of Legion Leadership. Having a presentation set up for a membership can help. A few noteworthy facts about the Legion Riders for a presentation are as follows.

- American Legion Riders are one of the fastest-growing programs under the American Legion since WWII, increasing membership numbers at a phenomenal rate.
- American Legion Riders typically bring in some younger Legion members.
- American Legion Riders are typically very motivated and volunteer, not only in rider activities but Post activities.
- Since being founded in Garden City, Michigan in 1993 the American Legion Riders have contributed millions of dollars to numerous Veteran’s causes and local charities.
- Rest assured that All American Legion Riders have to be Legion members to join the Riders.

Getting Started – The American Legion Riders meeting runs under a set of rules that are very commonly known as “Roberts Rules of Order.” It is advisable to get a pocket copy available at most larger bookstores. Check out the resources available at <http://www.legion.org/riders/resources>. With help from your local Post leadership and executive committee, it is advisable to review National Resolution No. 5. Now it’s time to get this officially started.

- Get the approval of the sponsoring post. A copy of the minutes of any regular post-meeting approving the formation of a chapter is your authority to start organizing a new chapter.
- Set up a meeting with your new ALR members to discuss how your program should be governed and develop a chapter constitution and bylaws for the review and approval of your post’s leadership.
- Has the organizer run the first meeting? Get a person to record the minutes of the first meeting. After going through the bylaw template and approving, including setting meetings days and time (approved by Local Legion officers and membership), elect chapter officers per your approved constitution and report your chapter to your OHALR Department Director and/or Department Headquarters. Riding dates and schedules can be developed later and approved

by the membership.

If you have not started a Legion Riders group, many local chapters are willing to help as well as helpful hints on the internet.

## American Legion Rider of Honor (OHALR)

Nomination and Information Page

(Please Print or Type)

---

Your Name:

---

Print Nominees name (as you would have it appear on any award documentation) in the space below: -

---

Date Nominee joined the ALR:

---

Must be 3 years prior to today's date:

---

Nominee's Chapter, City and OHALR Department:

---

Chapter's Sponsoring Post Name and Post Number:

---

Chapter Post Address:

---

City: \_\_\_\_\_ OHALR      Zip: \_\_\_\_\_ Phone:  
Department: \_\_\_\_\_

---

Name of contact at Chapter:

---

Contact's Email Address:

---

Chapter Officer's Signature:

### Explanation of Instructions

Please fill out the information above and attach a biography of the nominee, their notable accomplishments, reasons why your nominee should be awarded the ALROH, and any endorsement from the Chapter, Post, Department, etc.

Nominations should be submitted to the ALROH OHALR Department Chairpersons by December 31 of each year. The OHALR Department Chairperson shall select current ALROH recipients to evaluate and judge these nominees.

## Ohio Ride and Grab

### CLUB RULES FOR PLAQUE/FLAG

- 1) Your Post must have a plaque/Flag in order to take another post's plaque/Flag.
- 2) You can only take 2 plaques/Flags from any two post per day.
- 3) When another post comes to get a plaque/Flag, grabbing post must leave a contact person's number of where that plaque/Flag is going.
- 4) A minimum of Two (2) ALR Members from the same American Legion Post. Must be on motorcycles from April 1st thru October 1st. And from October 2nd thru March 31st it can be any other vehicle. All must have ALR patches on vest or coats. (This does not mean 2 Motorcycles) It  
OHALR Departments 2 members.
- 5) They must leave their post phone number, the date, the time, and members names, so the plaque/Flag can be accounted for.
- 6) Plaque/Flag must be in the new house for 24 hours, before it can be retrieved. And 24 hours at home post before taking again.
- 7) Plaque/Flag cannot be taken out of the OHALR Department of Ohio.
- 8) Plaque/Flag of ALR #1 cannot be taken by another ALR while in the possession of ALR #2.  
Example for #8: Willard takes Ashland's Plaque/Flag. Loudonville cannot take Ashland's Plaque/Flag from Willard.
- 9) Post ALR has the right to pull their Ride and Grab Flags from Ride and Grab play for a large district / OHALR Department events right to pull their Ride and Grab Flags from Ride and Grab play for a large

American Legion Riders Ride and Grab

Date	Post # and City	2 rider names present	Grab	Retrieved	Phone Number

We hope you enjoy your visit! Thank you for coming!



# The American Legion Riders

## Member Information Form/Application for Membership

**About You:** Complete this section in its entirety.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Nickname/Rider Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ Apt: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Wife/Husband: \_\_\_\_\_

Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ email address: \_\_\_\_\_

Check one.

Member of: Legion SAL Auxiliary at Post # \_\_\_\_\_ AL/SAL/Aux Member#: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

This is who we would contact should something happen to you.

**About your bike:** Complete this section if you will be riding a motorcycle with the ALR. Cross it out if you will be a passenger

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Displacement: \_\_\_\_\_

**About the lawyers:** Check the box alongside the appropriate statement below, draw a large "X" through the statement that does not apply to you, and sign and date BOTH sections. If you do not own a motorcycle, also put a large "X" through the "About your bike" section.

"I, the undersigned, certify that the motorcycle listed above is registered in my name and in accordance with state, city, and/or local licensing and registration requirements. I further certify that I carry property and liability insurance for myself, my passengers, and my motorcycle which meets at least the minimum state, city, and/or local insurance requirements. I also certify that I carry a valid driver's license with either a cycle endorsement or a valid Motorcycle Temporary Instruction Permit in accordance with state, city, and/or local laws. If my status changes, I will request, complete, and submit a new Member Information Form."

"I am joining as a passenger of the following Rider: \_\_\_\_\_  
I will not be operating a motorcycle as an American Legion Rider, but may be participating in American Legion Rider events as a passenger. If my status changes, I will request, complete, and submit a new Member Information Form."

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
All members must signify their understanding and certification of the relative section above by signing and dating here.

"I, the undersigned, agree that the American Legion, and the American Legion Motorcycle Association (henceforth referred to as 'The American Legion Riders' or simply as 'Riders'), shall not be liable or responsible for damage to property or injury to persons including myself during any Riders activities, even where the damage or injury is caused by negligence (except willful neglect). I understand and agree that all Riders members and their guests participate voluntarily, and at their own risk in all Riders activities. I release and hold the Riders officers and the American Legion harmless for any injury loss to my person or property that may result through my participation in the Riders and/or their activities. I understand that this means that I agree not to sue the Riders officers, whether local, state or national, nor the American Legion for any injury resulting to myself or my property in connection with and Riders activities."

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
All members must signify their understanding of and agreement with the above by signing and dating here.

# Individual Responsibilities

## RIDE WITHIN YOUR OWN KNOWN SAFE CAPABILITIES

Participants in a group ride must be willing to follow basic and sensible rules to ensure the safety of all involved. If you are unwilling to follow the rules, do not participate in the group ride. Ride behind or separate and meet up with the group at stops.

Riders should know the basic hand signals of group riding and “use them”. Every rider has the capability and responsibility to use hand signals as necessary. It becomes your individual responsibility to signal to the other riders of hazards in the road.

Any rider that is uncomfortable with the speed of the ride, should motion riders behind them to pass to take a forward position.

If the rider in front of you, signals of a road hazard, you are **obligated** to pass the signal on to riders behind you. All signals should be relayed by repeating the same hand signals on through the entire group at all times.

All riders are expected to be ready to ride (kickstands up) at the designated time with a full tank of fuel, empty bladder and appropriate clothing.

Safety is everyone’s responsibility. Do not consume alcohol or use drugs or medication that could impair your judgment, ability to ride, and the safety of yourself and others. If you have any concerns about a ride, talk to the Road Captain.

# Riding Together/Group Rides

## Formations

If at any time you feel the riding intensity is beyond your skill level, signal for those behind you to move ahead. Notify the Road Captain or Safety Officers of your concerns at your earliest convenience. Do not drop out of a ride without notification.

Watch for signals from the Road Captain, and relay all signals to other riders.

The group will stop for all traffic signal and obey all traffic laws. Do not run stop signs. Only official escorts may block intersections.



Watch for traffic signal changes and be prepared. Safely bunch up at approaching intersections to shorten the group length. Do not run Red Lights

Staggered formation is the norm on most roads. In staggered formation you should follow the bike directly ahead of you by 2-3 seconds and the bike to the left or right of you by 1-2 seconds. This is not always possible. Single file formation is normal for twisty roads, narrow roads/bridges, entrance/exit ramps or construction zones. The entire width of the lane belongs to the rider.

Allow room to swerve in case of emergency or road hazard.

Maintain your location within the group and do not pass unless directed to do so. If you need to change location in the group, wait until the next stop and change position when the ride starts again. It is common courtesy for the rider who is following in the other position of the lane, to signal to the next rider in the lane to move up one position if vacant.

### **Lane Changes and Passing**

Watch for and pass back to the Safety Officer all turning signals from the Road Captain.

- Multi-lane highway lane changes, all riders will hold their positions. The Safety Officer will reposition him/herself into the new lane to open a gap for the rest of the group to enter. Again; hold your position until the rider in front of you changes lanes
- Two lane highway, no more than one or two bikes should enter the passing lane at any one time. When those bikes have passed and pulled back into their lane, the next 1 or 2 riders may begin to pass. The Road Captain will stay in the passing lane after passing as long as the road is clear, to create a large gap ahead of the passing vehicle and to notify riders of safe passing. Other vehicles may enter the group for a short period. Respect their right to use the road. They usually leave the group at their first opportunity. Stay safe.

### **Group Separations/Dropping Out:**

If you must leave the group, exit from the side of the group; preferably at a location that does not disturb the other riders. Signal to another rider that you are leaving, so the information gets passed to the Safety Officer and Road Captain.

The Safety Officer, riding at the back, will stop to help any rider who has to drop out of the group. When the Safety Officer stops to help someone, the last rider in the group becomes the Safety Officer and will inform the Road Captain at the next stop.

If the group gets separated, the last rider of the forward group becomes the Safety Officer for that group. The Road Captain will stop or leave a rider to wait for and direct the flowing group at any intersection where the group makes a turn and is separated. If you become the lead of the trailing group and do not know the group ride route, then stop or signal to advance a rider who knows the route.

The Road Captain may send a rider back to check on the separated riders or continue the ride.

### **Breakdowns:**

On long rides, pair up with a riding partner. If your partner drops out, you are to drop out and assist if possible. In this instance, the Safety Officer will continue on and notify the Road Captain. If the rider does not have a partner, the Safety Officer will stop and assist and call the Road Captain to advise them of the situation.

### **Accident:**

If a mishap occurs with a rider, the Safety Officer and rider partner will stop to render assistance. Other riders should continue with the group or follow signals. The group will pull off the road at the first safe location and respond to the accident. Do not create congestion on the roadway. USE EXTREME CAUTION

### **Parking:**

Watch where the Road Captain positions themselves in the parking area. Slowly ride behind and get on-line. Back up to desired position. Watch for potholes, uneven surfaces and gravel.

## **Time to Ride**

### **Meeting Place and Time**

Riders should strive to arrive on time at the meeting place. This gives rides an opportunity for a final gear check and head count.

Local rides will normally meet and return at the Legion parking lot. The Road Captain will normally arrive at the departure location 30 minutes prior to be available for briefing group riders, Safety Officers and Mid Captains.

### **Overnight/Out of Town Trips:**

These rides might have more than one ride plan involving multiple Road Captains. Each Road Captain will lead their ride and are responsible for planning.

## **Pre-Ride Briefing:**

The Road Captain will conduct a briefing for the entire group. BE THERE!

They will review the pace of the ride; route to the destination, planned stops and procedure for the return ride. Safety Officer and Mid Captains will be designated. Group may be split if needed.

A review of signals may be conducted and any questions answered.

## **Getting Your Head in the Ride:**

There are a lot of traps on the roads and all roads have hazards to negotiate. This thought-provoking section highlights only a fraction of the hazards you may encounter. While every hazard is different and there may not be one single solution. The rider must decide their own course of action to successfully cope with a hazard. From one patch of surface to the next, one day to another, it's not realistic to assume the road surface will be consistently good. Look for changes in color or texture of the road ahead. Avoiding common hazards means observing the hazard in time to react. (Source of the following information is from "Proficient Motorcycling" by David L. Hough) Remember, practice is training, and when difficult situations arise, you rely on your training.

Road Configurations: Twisting and curving roads increases the enjoyment of riding on back roads for most riders. Familiar roads free of hazards may still take a rider by surprise as a rider doesn't recall every curve exactly. Small errors can have magnified consequences when riding in a group. Always operate your motorcycle at a safe speed not to exceed your vision or skills.

Unexpected Objects – Always be prepared for an abrupt stop or altered course as you negotiate each curve. Prepare for whatever combinations of dips and turns in the road that may be just beyond your sight.

Apexes/Cornering Lines– The "Tail of the Dragon" is a great example as many riders sharpen their floorboards accelerating through curves. Almost all curves camber (slant) nicely into the turn, increasing traction and lean over clearance. However, there are a few curves that slant the wrong direction decreasing lean over clearance and available traction. An improperly graded road can be a disaster in the making. Use the "slow, look, lean and roll" technique.

Roadway Contaminates – Spend time learning how to read the road ahead and adjust your speed to keep reserve traction/acceleration available. The key is to look for changes in the appearance of the surface that indicate a possible change in the road condition. Avoiding common hazards means observing the hazard in time to react.

- Gravel- We live in Ohio, expect gravel in the corners and driveway/side-road entrances. Loose gravel decreases traction.
- Edge Traps- Work zone warning signs may be your first indication and shouldn't be ignored. Keep your tires away from raised pavement edges. If you must cross over an edge, do so at maximum angle. Roll the throttle to bounce the front wheel over the edge then straighten the bike.
- Loose Gravel- Stay out of the deep stuff and away from the center line on a two-way road. Riding too slow causes more wobbles than moving along a little faster. Nothing excites a rider like their front wheel plowing into loose gravel. The deep gravel can take down an unexpected rider.
- Tar Snakes/Pot Holes/Slippery Stuff-It's important to devote part of your attention to road conditions. Even when riding in a group, you alone are responsible for your course direction. A rider in front of you may not see a hazard or be able to signal.
- Dirt-Dirt blown across the road might decrease traction to some extent but will quickly turn to slippery mud with rain.
- Oil-When stopping, look at the pavement where you put your feet down. Vehicles leak oil and oil buildups are common at intersections. Be aware of the temperature and weather conditions. If the weather is hot and dry, be suspicious of dark puddles. It may be oil
- Bridges-Be aware of smooth concrete or steel grates. Steel grates will cause your tires to wiggle around and change available traction.
- Agricultural Areas- We all enjoy country rides. Watch the road for colored areas indication farm equipment has tracked dirt or mud onto the pavement. Country roads are not maintained as well as main roads.
- Objects- Even flat objects are reason for concern. Flattened soda cans have been known to become a ski when tire cross over the can when brakes are applied. This can be a hazard to you or the riders behind you. Let off the breaks and allow your tire to roll over the object if it becomes lodged under your tire.

# Ride Types

## Meet & Decide Rides:

This is not an “organized” ride, but rather members may decide on a ride dependent on the weather. “Hey, let’s go for a ride!” and send out a message via phone, text or whatever means available.

If the Road Captain is participating, he may lead the ride or allow anyone interested in leading. The goal is to drag more people out for a ride and getting to know your fellow riders.

## Sponsor Rides:

This is not an “organized” ride, but a ride to show appreciation to a business that sponsored an event or to show appreciation to a business in a community.

A show of force is expected and might help ensure a sponsorship in the future!

**Poker Runs:** An organized event, where riders visit 5 to 7 checkpoints. Drawing a playing card or rolling a dice at each checkpoint. The event normally has a last bike in/out time and a buy-in fee.

## Legacy Run:

The Legacy Run is a Poker Run where participants will draw/choose a card at designated checkpoints/stops. The American Legion is a host for this event. Maximum participation is encouraged. This event has been a success in the past and is how the post is known to the local community. In recent years, our donation to the American Legion Legacy Fund has grown because of our commitment and the value placed on the event.

# Equipment

## Safety Equipment:

- **Helmet**-A DOT approved helmet goes a long way towards saving your skull and is recommended in Ohio.
- **Eye Protection**- is necessary for the rider and passenger. Eye protection keeps the wind, rain and bugs from flying into your eyes.
- **Boots**-Protect your feet from weather, road debris and help keep your feet planted firmly on the pegs/floorboards and ground. They also protect you from the heat of your tail pipes. Boots that cover the ankle bone are highly recommended

- **Gloves**-Protection from the weather, road debris and a fall Boots- Protect your feet from weather, road debris and help keep your feet planted firmly on the pegs/floorboards and ground. They also protect you from the heat of your tail pipes.
- **Earplugs**- Cut the wind noise at highway speeds and helps preserve your hearing (optional)

### **Tool Kits:**

Most Road Captains and Safety Offices carry tool kits. It's recommended you bring your own. Tool kits are invaluable when needed. Tool kit checklists can be easily found on the internet depending on your bike.

### **First Aid Kits:**

They say "There are two types of bikers, ones that have gone down, and ones that will". A kit can be as large or small as you desire. It's always beneficial to take a CPR course, know how to stabilize a broken bone, stop bleeding etc. A quick response to someone's medical emergency can make a definite difference and help ensure a positive outcome.

## **Mentor Program**

**Purpose:** To decrease accidents.

Any new rider or members with questions; contact the ALR Director to be teamed up with a volunteer mentor that will help teach the ropes. Our mentorship is to help with our number one goal; "To ride safe and have fun while representing the American Legion" The beauty of the mentorship is that riders can ask questions without fear of ridicule. We have all been there, the new rider with countless questions about motorcycles and motorcycle customs. A new rider can greatly benefit from the experience of another rider. Mentors serve as role models and advisors

A successful rider program requires the support of its members. Our informal mentoring program should match experienced riders with new riders to provide support, safety and help to understand motorcycle dynamics and to provide knowledge about the American Legion Riders and motorcycle etiquette.

Printed Name\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_

# MOTORCYCLE HAND SIGNALS



## LEFT TURN

Arm and hand  
extending left,  
palm facing down



## RIGHT TURN

Arm out bent at 90°  
angle up with fist  
clinchd



## STOP

Arm out bent at 90°  
angle down with  
palm facing back



## SLOW DOWN

Arm extended  
straight out with  
palm facing down  
while swinging arm  
down



## SPEED UP

Arm extended  
straight out with  
palm facing up  
while swinging  
arm upward



## HAZARD IN ROAD

On left point  
with left hand  
  
On right point  
with right foot



## FOLLOW ME

Arm extended  
straight up with  
palm facing  
forward



## COME AROUND/ TAKE THE LEAD

Arm extended index  
finger pointing out  
while swinging arc  
from back to front



## PULL OFF

Arm extended  
index finger  
pointing out while  
swinging arc from  
left to over head



## SINGLE FILE

Arm straight up  
with index finger  
pointed up



## DOUBLE FILE

Arm straight up  
with index finger  
and middle  
finger up



## RIDE STAGGERED

Arm straight up  
with index finger  
and pinky up



## FUEL STOP

Point to fuel  
tank



## COMFORT STOP

Arm extended  
with clinched fist  
with short up and  
down motion



## REFRESHMENT STOP

Fingers closed with  
thumb to mouth

## Request for Ohio American Legion Riders Charter

Date Chapter was Formed \_\_\_\_\_

Post Approval Letter signed and dated? \_\_\_\_\_

Date bylaws were last revised? \_\_\_\_\_

Are Bylaws up to date and conforming to the latest rules? \_\_\_\_\_

Bylaws approved by Post Executive Board? \_\_\_\_\_

Copy of bylaws and letter of approval to the OHALR Department Secretary? \_\_\_\_\_

Chapter Officers contact information last updated \_\_\_\_\_

Chapter Officers contact information on file with OHALR Department Secretary? \_\_\_\_\_

Post Number \_\_\_\_\_

Post Name \_\_\_\_\_

Post Address \_\_\_\_\_

Post is in District \_\_\_\_\_

Date of Charter Request \_\_\_\_\_

List (print) Names of Charter Members in order of appearance on  
Charter.

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Use additional pages as necessary



For more information:

[legionriders@ohiolegion.com](mailto:legionriders@ohiolegion.com)

Facebook

*American Legion Riders of Ohio*

Roberts Rules of Order

<https://www.boardeffect.com/blog/roberts-rules-of-order-cheat-sheet/>

www. [legion.org](http://legion.org)

www. [ohiolegion.com](http://ohiolegion.com)

www. [alaohio.org](http://alaohio.org)

www. [emblem.legion.org](http://emblem.legion.org)

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