

Foretravel Motorcade Club

Wagon Master Guide

Scope of Duties

10/11/2026

Wagon Master

The term “Wagon Master” historically, applies to anyone who wishes to plan a 3 to 4 day Chapter rally (get together). It is an opportunity to share some location or experience that you are familiar with. Ask other chapter members to help in the planning. It is a good time for fellowship.

Timing

Rallies can be held any time of year. However, almost all are held in the spring and fall. In the summer months vacationing families make campground reservations more difficult. In the winter months many members are in Florida. The fall rally window is usually September through November. The spring rally window is March through May.

Rally Scope and Fees

You are the wagon master. You get to choose the activities and venues. You get to choose how closely the rally is structured. There should be time for socializing and also time for local attractions. The rally can be a “light rally” with little cost and a small amount of effort. Choose a campground and establish a rally rate., All food could be “on your own” or pot luck. Identify things to do and make them elective. The rally fee is a minimum, let's say around \$50/ person. Or, the rally could be planned with activities and venues that are paid for by your guest's rally fees. The number of meals that are included in the rally fee can be anything you want. The rally that includes, say, a show or event, and provides evening meals could cost around \$250/ person. Most rally fees fall between these two examples.

Campground and Fees

Choose a location that is as convenient as possible to the rally activities. As a club, most members would prefer full hook ups with 50 amp service. RV resorts that have paved roads, concrete patios, etc. are preferred. However, gravel, grass, and sand are acceptable if it is the best choice available. Decide whether the rally fee will include the campground fee. It usually does not – some people come early or stay late so it is best to allow the attendees make their own reservations with the campground.

Preliminary Itinerary

The preliminary itinerary (up to a year in advance), in addition to where and when, should list the highlights of your rally. The rally itinerary will be the

basis for the Motorcade magazine ad, which, when published, will provide all Club members the opportunity to attend.

Publicity

The Motorcader Magazine has a three month publishing lead time. It is this publication that will notify our and other chapter members of the rally. Your ad should be in the magazine at least six months before the event. Coordinate with Sue Bell (the club manager) at 800-955-6226 ext. 220, for the ad format.

The Rally

All wagon masters should arrive at the campground 2 days early. Your coach should be parked as close to the meeting place as possible. The wagon master is the host. He and/or she is the master of ceremony, the go to person for problems, and is the master of the itinerary. You also have the ability to designate whatever functions you wish to others. Use the chapter officers whenever possible and designate tasks to other assistant wagon masters. You should remain free to handle the unforeseen.