

Guidelines for opening a Sisters on the Fly Facebook page

In order to use the Trademarked name, Sisters on the Fly, when creating a Facebook Group, please use the following format**:

TITLE of the group page: (please do not use the abbreviation SOTF)

Example: Mountain Climbing Sisters on the Fly, not SOTF Mountain Climbing or Mountain Climbing SOTF

In Facebook, open it as a "GROUP" (NOT a Page)

Make the page: "PRIVATE"

Hide Group: Choices are "VISIBLE" or Hidden (Choose VISIBLE). Visible, allows anyone to search for group page, but they cannot see who is on the group page or any comments, till the approval process is completed.

Once a Group page is created, please go through the steps laid out in Facebook to complete the process (make sure the following items are included):

1) This group is for current SOTF members only. What is your SOTF membership number? (If you do not have a membership number, please contact the SOTF office to look it up.)

2) Is your SOTF membership name different from your Facebook name, if so, what is it?

3) What is your city and state?

Write a brief description of the group: (example): A place for Crafters & Sewers to gather

DO NOT set up the "AUTOMATIC" approval process. You must approve them by crosschecking their SOTF membership number, to see if they are a current member, and they must answer all 3 questions. Once confirmed, they can be added

Invite your current regional/state wrangler and the current national wrangler to the page, and once accepted, please make them admins.

Be diligent in keeping the page up to date with current members

** If opening a specific event page (example; Floating on the River) keep the page PRIVATE and HIDDEN. This page is for attendees of this specific event only.

Questions? Contact your current wrangler