**World’s Greatest Meal**



**World Polio Day, October 24, 2023**

**Below are important steps to follow for Club Presidents:**

1. Presidents must establish a date by July 31 for your club’s WGM event to be held between October 16-27, 2023 and report the date by email to your Area Governor.
2. Send a press release to local newspapers and radio stations at least two weeks before the Club’s WGM event. (sample attached)
3. Your Club holds the event/meal **and takes a digital picture**.
4. The Club President completes the Report Form in PETS manual or the District Website and emails it with the digital picture of event or club, and sends to Jeff Coup ([jeffcoup@verizon.net](mailto:jeffcoup@verizon.net)) **by 11/15/23**.
5. As soon as possible after the meal the Club sends the **money** raisedfrom the event **to the Rotary Foundation**, 14280 Collections Center Drive, Chicago, IL 60693, along with a transmittal form, making sure to check off PolioPlus on the form (the attached transmittal form already has PoloPlus indicated).
6. Optional—Your club sends a digital picture and report of your event to the local newspaper with an explanation of why your club was holding a WGM event.

**Note: Do not register your Club’s event with the World’s Greatest Meal! We are doing this as a District Event. Your club will receive individual recognition if you follow these guidelines. See your results by liking on Facebook: Rotary Worlds Greatest Meal to Help End Polio. Like the “Group” and not the “page”. Don’t like the group that has USA in the title or you will not see your results.**