

# Troop 303 Trek Sheet Outline

## Title

Where  
When

## First Paragraph

Describe the trip in text  
Trip schedule:  
    Sign-up Deadline  
    Pack Check Date (if needed) and Location  
    Departure Time and Location  
    Return Time and Location  
Expected Cost (including food) and payment due dates

## Second Paragraph

Description of the fun to had on the trip!  
Describe advancement/merit badge opportunities

## Third Paragraph

Describe the conditions expected (difficulty, altitude, weather, etc)  
List special clothing and equipment needs  
Describe any pre-requisites (conditioning, training, etc.)  
Closing pep statement

## Closing Paragraph

Trek Leaders' Names and Phone Numbers  
Parent Contact Name and Phone Number (for trip updates)  
Emergency Contact Names and Phone Numbers (ranger, etc.)

## Attachments

Map of the planned route  
Equipment Lists  
Any other information the trek leader thinks is needed