####

**PROPOSED CLUB TRIP DATA FORM**

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| DESTINATION |  |
| LEADER/CONTACT NO. | NAME: TEL: MOB:  |
| DATE |  |
| MEETING PLACE / TIME |  |
| GRADE Please adhere to new trip classifications  | WET: DRY:  |
| TRIP ACTIVITY DETAILS |  |
| VEHICLE LIMITS  | MINIMUM: MAXIMUM:  |
| APPROX KMS Meeting place to destination |  |
| LAST AVAILABLE FUEL  | PETROL: DIESEL:  |
| DISTANCE BETWEEN SUPPLIES |  |
| EQUIPMENT REQUIRED |  |
| MAPS REQUIRED |  |
| RADIO CHANNEL CB / UHF |  |

|  |  |
| --- | --- |
| DOG FRIENDLY? YES/NO |  |

**PROCEDURES TO BE FOLLOWED:**

1. Plan your trip. In particular: meeting point destination, trip grading, trip details, fuel information, camping arrangements. If a trip is classified as Dog Friendly, it is the responsibility of the Trip Leader to ensure the trip does not enter areas that do not allow dogs.
2. Complete a “PROPOSED CLUB TRIP” form.

3. Pass the form on to the President or Events Coordinator, either in hard copy format or electronically, for approval at the next Committee Meeting. When approved, the Trip Leader will be notified, and the trip included in the Club Calendar. Also ensure copy passed to Newsletter Editor for inclusion in calendar and Forthcoming Trip Section.