

TROOP 85ACTIVITY PLANNING SHEET

Activity _____ Date(s) _____

Activity Organizer(s) _____

Scoutmaster _____ SPL _____

Trailer Needed? _____

Equipment Needs (Write number needed):

_____ Fuel	_____ Stove(s)	_____ Patrol Box
_____ Lantern(s)	_____ Tarps	_____ Ropes
_____ Dutch Ovens	_____ Tables	_____ First Aid Kit
_____ Trash Container	_____ Ice Chest	_____ Cooler

Adult Needs: _____

Other Needs: _____

Food:

_____ Troop Meals (menu)	_____ Patrol Meals	_____ Chuck wagons
_____ Fast Food or Restaurant	_____ Pack Meal (When?)	_____

Who is buying food? _____

Do we have?:

_____ Tour Permit (for trips out of council; call Greg Parr)

_____ Maps/Directions (copy for each driver)

_____ List of Drivers (with cell phone numbers & number of seat belts)

_____ Sign up list (with appropriate deadline)

_____ Someone in charge of medication. _____

_____ Someone in charge of a Sunday service _____

_____ Activity Flier: (should have description of trip, schedule, depart & return times, to bring list, contact person(s) with phone number(s), phone number of place we're going, cost break down, and a detachable permission slip).

Misc. Considerations:

- Do drivers need to keep receipts to be reimbursed for gas?
- Make sure permission slip has emergency phone #'s & signed parental permission for scout leaders to gain medical attention.
- Do Patrol Leaders need a menu & a Duty Roster?