

Sample Trip Plan

February 2018

National Park Service

U.S. Department of the Interior



This is a sample template that you can use to help you prepare a trip plan. It is **NOT** a substitute for any permits required for your activity. The type of information outlined in this sample template can help Search and Rescue authorities during an emergency response. **A trip plan is not required to visit a national park or to seek help from authorities during an emergency. Leave your trip plan with a reliable person who is NOT going on the trip with you. Do not leave it with the park.**



Personal or Group Information

Your Name (or name of Trip Leader if traveling in a group) _____

Number of people traveling with the group _____

Number of children ages 0-17 traveling with the group _____



Travel Details

Destination/Route/Trail _____

What types of activities will you be engaging in? (e.g hiking) _____

Visitor Center/Ranger Station phone # _____

Arrival (Date/Time) _____

Where will the activity take place? (e.g. name of trail) _____

Return (Date/Time) _____

Method of Travel/Distance _____

Vehicle(s) & Parking Location (make/model/color/license) _____

Name and phone # of Guide/ Outfitter (if applicable) _____



Equipment

Tent(s) - make/model/color: _____

Vessel(s) - make/model/color/ license or ID: _____

Other: _____



Contact Information

What kind of communication device will you carry with you? Type/Number [e.g. Cellphone and carrier (e.g. Sprint), VHF] _____

What kind of distress alerting device will you carry with you? (e.g. Spot, PLB, inReach) _____

REMEMBER TO LEAVE YOUR PLAN WITH YOUR EMERGENCY CONTACT, A PERSON WHO IS NOT GOING ON THE TRIP WITH YOU. INSTRUCT THEM TO ALERT THE AUTHORITIES AND PROVIDE THIS INFORMATION IF YOU ARE NOT BACK BY THE EXPECTED TIME.