

Quick Hike Leader Checklist

	Post your hike on the RATC Meetup page.
	Be sure you know how many people sign up for your hike.
	Meet your hikers at the location you specified in Meetup. Have all hikers sign in on the sign in sheet.
	If necessary, give at least 5 minutes past the meetup time for latecomers.
	Specify a leader (usually you) and a sweep for the hike. Make sure the sweep has your contact information.
	Enjoy the hike! Ensure that everyone has sufficient breaks, snacks, and water.
	Check that all hikers arrive safely at the end point.
	Email the sign-in sheet to Hikemaster@RATC.com , or text a photo of it to Carol Rowlett at 540 354 4128.
	Write up a quick summary of the hike and email it to Blazer@RATC.com