

**Sample Email for Hike Facilitator to send to hike participants:**

Two to three days prior to a scheduled hike, Hike Facilitators are encouraged to email hike participants with information provided in the following example:

Hike Date: Thursday, June 26

Hike Description and Level: ACAC to Glacier Way (Black), Strenuous, 3000'

Elevation Change, 12 Miles

Hike Facilitator: John Smith

Facilitator Cell Phone Number and Email Address: 999-999-9999 and

[JohnSmith@gmail.com](mailto:JohnSmith@gmail.com)

Meeting Time and Location: 8:00am Northwoods Clubhouse (park near tennis courts) or 8:15am TH

Trailhead: Alder Creek Adventure Center (ACAC)

The weather forecast calls for morning temperatures as low as 45 degrees and afternoon as high as 65 degrees, so layer appropriately. Possible afternoon showers, so a light rain jacket is recommended. Please check the latest weather forecast from a weather forecast service, such as [The Weather Channel](#).

Please see recommendations for what to bring on a hike on our website [here](#).

Hiking poles are recommended for this hike.

Dogs: Dogs are allowed on this hike provided they adhere to the guidelines set for by the hiking club as specified [here](#).

Photos: Photos will be taken during the hike and posted on the TD Hike Group Facebook page. If you do not wish to have your photo taken, please let me know.

Lastly, you will receive a text message from me the day before the hike.

Looking forward to hiking with you all!

John Smith

## **Text Message from Hike Facilitator to Participant Night before Hike**

After the signup cutoff time of 6PM the night prior to a scheduled hike, Hike Facilitators are encouraged to text participants with information provided in the following example:

Hi Hikers! This is John Smith. I'll be at the Northwoods Clubhouse at 8am tomorrow and can take three others to the TH.

Alternatively, I will not be at Northwoods but the following hikers will (provide the hiker's name and cell number). I will see you all at the trailhead. I sent an email a couple days ago with more information. Text me if you have any questions or if you won't be participating in the hike. Thank you.