

TROOP 225, B.S.A.
 CHURCH OF SAINT JOSEPH
 GREEN RIDGE, ASTON, PENNSYLVANIA

ACTIVITY PLANNING CHECKLIST

EVENT: _____

ADULT EVENT COORDINATOR: _____

DEPARTURE:

DAY/DATE: _____ TIME: _____

PLACE: St. Joe's Auxiliary Lot/Other _____

RETURN -

DAY/DATE: _____ TIME: _____

PLACE: Aston Comm. Center lot/ Other _____

PAPERWORK -

WHO

DONE

SITE RESERVATION/PERMIT: _____

TOUR PERMIT _____

TROOP PERMISSION SLIPS: _____

DEADLINE TO TURN IN: _____

FEE: _____ (NOT INCLUDING PATROL FOOD COST)

EVENT/SITE CONSENT FORM: _____

SCOUT PHYSICALS/MED FORMS: _____

EMERGENCY CONTACT DATA: _____

EXTRA CHECK FOR INCIDENTALS: _____

TRANSPORTATION/LOADING PLAN: _____

STRIP MAPS/DIRECTIONS _____

TOLLS: _____

EVENT: _____

GREEN BAR RESPONSIBILITIES:

PROGRAM SCHEDULE:

SPECIAL EQUIPMENT REQUIRED: _____

PRIOR TRAINING: _____

TROOP FIRE WARDEN ROSTER:	SPL	_____
PATROL DUTY ROSTERS	PL	_____
PATROL MENUS	PL	_____
CAMPFIRE PROGRAM	_____	_____
MASS SCHEDULE AND DIRECTIONS	Ch. Aide	_____