

# Propose an Outing or Event

The Outings Coordinator will receive your proposal. Once approved the information in the form will be used to advertise the outing to members. Please provide as much detail as possible in your form.

<b>PROPOSE AN OUTING OR EVENT FORM</b>	
Name of Outing	
Your name	
Your email	
Brief description of key features of the Outing	
Inclusions- what is covered in the cost-transport, accommodation, entries etc	
Mode/s of transport -public, coach, train etc	
Min/Max number of participants (if applicable)	
Cost – Single, Double ( Single supplement -if accommodation is included)	
Additional information (optional)	
List other information you can provide to advertise the outing to members. Print and include items such as a detailed itinerary photos, website address , pdf's etc.	

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**Give this completed form to the Outings Coordinator**