

DAY MONTH/ DATE	BEGINNING – MIDDLE – END OF WALK PLUS ANY OTHER NECESSARY DETAILS	Leader's name Phone number(s) Any instructions re when to phone
Grade	Transport information Time of train, bus, ferry from commencement to destination ETA whenever. Include here any specific instructions re trackwork and any reference to where Leader joins if not at commencement.	Approx distance
	A clear and detailed description of the terrain, to allow the walker to make an informed choice on the suitability or desirability of the walk. Include any of the following references that are applicable: street walking, cycleways, firetrails, bush tracks, rough tracks, climbs, steps, steep descents, creek crossings, rock hopping, sand walking, scrambling etc. You may nominate pace if you consider relevant.	

If you are having a problem copying this table, or if you would prefer to create your own or amend the table you are already using, here are the parameters.

Table is three columns wide and three rows deep.

Table specify width of 19.3 cms

Column 1 specify width of 3.5 cms

Column 2 specify width of 12.5 cms

Column 3 specify width of 3.3 cms

Don't bother to specify any row heights, let your data automatically determine the height of the rows

Merge cells in columns 1 and 3

Font is Arial

Font size is 12