

NPS Sample Trip Plan

Form 10-1700 (Rev 3/23)

National Park Service
U.S. Department of the Interior
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WHAT IS A TRIP PLAN?

Use this sample template to create your Trip Plan which captures key information that Search and Rescue authorities will need if you don't return home from your trip when expected.

This form is ideal for capturing details of a day-long or overnight trip. If you are planning a longer visit or are traveling with a large group, use multiple pages of the Trip Plan or use your own extra paper.

A Trip Plan is **NOT** required to visit a national park.

A Trip Plan is **NOT** required to seek help during an emergency.

A Trip Plan is **NOT** a substitute for required activity permits.

DISCLAIMER

The TRIP PLAN does not guarantee your safety or rescue. It is the VISITOR's responsibility to accept the risks inherent with their trip and to be self-reliant in the event of an emergency. The TRIP PLAN relies on the VISITOR providing correct information to the TRUSTED CONTACT. Search and rescue efforts can be substantially impeded if:

- Incorrect information is on the Trip Plan
- The Visitor deviates from their Trip Plan
- The Trusted Contact does not receive the Trip Plan or
- The Trusted Contact does not contact authorities.

INSTRUCTIONS



VISITOR

The more details you provide the more help Search and Rescue authorities will have in the event of an emergency.

1. Leave this form with a Trusted Contact who is not going on the trip
2. Notify Trusted Contact if you put your Backup Plan in action
3. Notify Trusted Contact when you complete each activity
4. **Do not leave Trip Plan with the park, they will not accept it**

TRUSTED CONTACT

You have been nominated as the Trusted Contact for the Visitor listed in this form. If they do not return from their activity by the expected date and time noted in this form:



1. Try contacting the Visitor using the contact number listed under the WHO section on page 2
2. If you do not hear from them, contact authorities and share with them the information on this Trip Plan



WHO?

PRIMARY CONTACT:

Name: _____

Age: _____ Phone number: _____

Emergency distress alerting device type: _____

Other contacts: _____ Total participant count: _____

Name: _____

Age: _____ Phone number: _____

Name: _____

Age: _____ Phone number: _____

Name: _____

Age: _____ Phone number: _____



WHERE?

Park name: _____

Visitor center(s) name and number: _____

Travel or arrival method: _____

Accommodation name(s) - e.g. hotel, campgrounds: _____



WHEN?

Date & time of arrival at park: _____

Date & time of departure from park: _____

Date & time of expected return: _____



WHAT?

Activity: _____

Start location: _____

Start date & time: _____

End location: _____

End date & time: _____

Activity: _____

Start location: _____

Start date & time: _____

End location: _____

End date & time: _____

Backup plan:

Activity: _____

Start location: _____

Start date & time: _____

End location: _____

End date & time: _____



EQUIPMENT

Motor vehicle:

Make: _____

Model: _____

Color: _____

License: _____

Bicycle:

Make: _____

Model: _____

Color: _____

Backpack:

Description: _____

Water vessel:

Camping tent:

Other (e.g. clothing):
