

TRIP LOG INSTRUCTIONS (recreational outfitters)

Dates: Enter the dates the party spent in each geographic area. Use a new line for each area. If you outfitted more than one party on a given date, enter each party on a different line.

Activity: Enter the activity you outfitted (i.e. riding, fishing...)

Location: Enter the location of the area you outfitted in that trip.

Gross Income For Trip: Enter the total amount you charged this particular party for this trip. If they visited more than one area, use one line for each area, but only enter what they paid once.

Party Size: (a) Enter the number of paying customers, **plus staff** that went on the trip (guides, packers, instructors, cooks...)

No. of Days: (b) Enter the number of days this party spent in this area. Include the days when they didn't spend the whole day out doing the outfitted activity. **Enter whole numbers only.** A fraction of a day counts as one day.

User Days: (c) Multiply the number in the party (a) by the number of days (b) and enter the result in this column.

Percent on BLM: (d) Estimate the percentage of time you spent on this trip on BLM lands. For example, if you hiked eight hours one day (four hours on BLM) and four hours on the second day (none on BLM), then you hiked a total of twelve hours, four of which were on BLM. So you'd divide the number of hours hiked on BLM by the total number of hours hiked to get the percentage of time on BLM. Like this:

$$\begin{array}{r} \text{hours on BLM} \quad 4 \\ \text{total hours} \quad 12 \\ \hline \end{array} = .33 = 33 \% \text{ on BLM}$$

For this form, **do not include the decimal point** when entering the percentage in the box. **Use whole numbers only**, ie 33.

(c) x (d) Multiply the number in box (c) by the number in box (d).

Totals: Add the numbers in the column above the blanks to get (e), (f) and (g). Put the result (e) on line 1 of the Post Use Report. Divide (g) by (f) and put the result on line 6 of the Post Use Report.

If you need more than one page to enter all your trips: add the totals for (e) from each page together and enter the result on line 1 of the Post Use Report. Then add the totals for (f), and the totals for (g), and use them to divide (g) by (f). Enter the result on line 6 of the Post Use Report.