

# Campground - External Support Work Brief

Define a bounded support task and the information an external helper needs on arrival. Setting: Campground.

## Contact and reference

Name or team reference \*

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Reply email, if needed

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Date of record \*

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## External Support Work Brief

Support task and local coordinator \*

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Scope, deliverables and excluded work \*

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Arrival instructions and resources provided \*

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Completion evidence and handover expectations

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## Campground

Pitch, shared facility or arrival-session reference \*

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Site marker, welcome pack or shared equipment involved \*

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Vehicle access, quiet hours or ground-condition constraints

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## Ownership and follow-up

Team or role responsible for the next action

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Target follow-up date

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Current state of this record \*

- ☐ Open for review
- ☐ Waiting for information
- ☐ Next action agreed
- ☐ Completed and checked

Next action and completion evidence

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## Limitations and what needs setup

- Submitting the form records the answers in your workspace. It does not approve, schedule, charge or reply on its own unless you add that step to the workflow.
- Email notifications, approval routing, document generation and connections to other systems are available but not switched on until you configure them.

**Want this form tailored to your organization? Klarstig's professional services are included at no additional service charge.**

Klarstig / Daniel Petry · klarstig.ai · hello@klarstig.ai · support@klarstig.ai · 800-781-1775 · 11917 Laurel Ave., Forestville, CA 95436, USA