

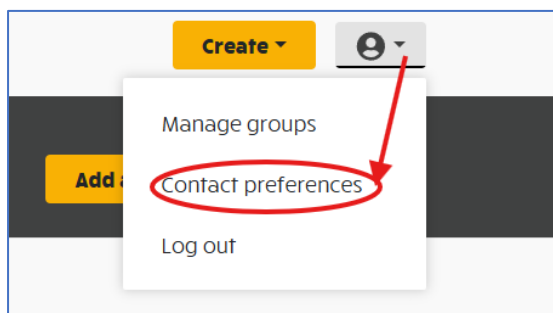
Dear Walk Leader,

We are writing to let you know that at the committee meeting held in March, the decision was made to move away from Walks Editor (the bespoke system we currently use to log our walks on our website) to Ramblers Walks Manager (a national walks database operated by Ramblers).

We are doing this in order to enable our walks to appear on the national Ramblers website (under the “[go walking](#)” section). By having a greater presence on the national website, we hope to attract new members and visitors to join us on our walks. Our walks will continue to be displayed on our own Richmondshire Ramblers website in a very similar format to that currently used. As a registered Ramblers walk leader you already have access to the Walks Manager system.

We plan to switch systems during June, but in order to do so we need your help.

Please could you log into Walks Manager [here](#) using the same login details as for your main Ramblers account. Now go to the contact preferences section by either following this [link](#) or clicking on the little arrow by the head icon in Top R corner of screen:



Please indicate your contact preferences, which include preferred name (note Ramblers suggest your first name and first letter of your surname i.e. Janet M – but it’s up to you!), and give your consent to be contacted via telephone and email with respect to walks. Please note your e-mail address is not published but is hidden behind a form. Any email enquiries about walks will be sent to you from Ramblers with “Message to Ramblers walk leader” in the subject field.

Permission	
☒	I give permission for my display name to be displayed on walks and events
☒	I give permission for my email address to be used to receive messages via the walks and events contact form
☒	I give permission for my contact number to be displayed on walks and events

If your contact details are not correct, then go to the [my details area](#) of your Ramblers account and update these.

We’d be grateful if you could do this before **1st May** so we can prepare for the changeover as soon as possible. The transfer to Walks Manager will also enable walk leaders to log their own walks details on the system which will give the group greater flexibility. We’ll be back in touch in due course to give you more information about this once the new system is fully implemented.

Please contact Janet with any questions.