

Net reports should be sent to the Net Manager, KD4IMA, within a few days following the net and prior to the 4th day of any following month. Net reports can be sent as formal written traffic via the Tar Heel Emergency Net, any NTS net or via e-mail to kd4ima@arrl.net.

Include in this report the date of the net, number of check-ins, total traffic listed, traffic passed, and the time of the formal portion of the net.

An example in ICS-213 format appears below.

ICS 213

GENERAL MESSAGE		
TO: Mark KD4IMA	POSITION: Net Manager	
FROM: Tommy K4BNP	POSITION: Net Control Station	
SUBJECT: THEN Report	DATE: April 27	TIME: 7:38pm
MESSAGE:		
<p>THEN Report for April 24</p> <p>Check-ins 18 Traffic 1/1 Time 13 minutes</p> <p>[Operator's Note: Message Number 54 Check of 12]</p>		
SIGNATURE: Tommy K4BNP	POSITION: THEN NCS	
REPLY:		
<p>Roger your number 54. Thanks for calling the Net.</p> <p>[Operator's Note: 3.923mhz phone]</p>		
DATE: 4/27/09	TIME:	SIGNATURE/POSITION: