Event descriptions

08/04/2025 4:01 pm PDT

Use the **Description** box to tell members what to expect—schedule, gear, meeting spot, anything that helps them show up ready.

Formatting You Can Use

- **Bold**: Use double asterisks `**` around the text.
  Example: `**Bring water**` becomes **Bring water**

- **Bulleted list**: Use `-` or `*` followed by a space at the start of each line.
  Example:

  ```
  - Sunscreen
  - Snacks
  ```

- **Numbered list**: Start each line with a number and a period. The numbers will auto-count.
  Example:

  ```
  1. Check in
  2. Warm-up
  ```

- **Link**: Use the format `[label]()` to create a hyperlink.
  Example: `[Trail map]()` becomes [Trail map]()

Paste or type the symbols exactly as shown—Heylo turns them into clean, readable formatting as soon as you save.

Tip: Keep it short. Members skim on mobile, so lead with the essentials and use lists to break up details.

You can edit or remove formatting at any time by updating the event description.