

REGISTRATION FORM ARCHERY LEADER COURSE **OCTOBER 2010**

Course Information

The course is designed to enable award holders to engage their pupils in the safe participation of the sport. The course will cover all aspects of safety, shooting tuition, customs and practices of the sport. The course takes approx. 25 hours over four days with assessment and examination taking place on day four. The course will lead to the Archery Leader Award Certificate. No previous archery experience or qualification is required to participate on the course.

Dates and Times

The course will take place over the following two weekends:-

Saturday 2nd October/Sunday 3rd October

Saturday 23rd October/Sunday 24th October

Start time: 9am to 5pm (approx times only)

Note (Day 4 of the course will end earlier in the afternoon, check with tutor)

Course Venue

Well End Scout and Activity Centre
Well End Road
Borehamwood
WD6 5PR.

Course Fee

The cost of the four day course is £190 per person; this includes the training, equipment, insurance, assessment and examination. A total payment of £190 is required before registration can take place.

Contact Details

For further information please contact

Michael & Sarah Raines
Tel no. 01923-246701
Mobile 07961- 742959 or 07505-756063
archery.leader@archeryonline.org.uk
archery.leader@live.co.uk
archery.leader@ntlworld.com

OKCHULUK BOOKING TERMS AND CONDITIONS

Please read these terms & conditions carefully before completing your booking form. These terms and conditions are not subject to variation without prior consent in writing from Okchuluk . Once a completed booking form has been accepted by written confirmation, all persons named on the booking form {the clients} will have entered into a binding contract on the basis of the following Terms and Conditions. If you have any questions, please contact "Okchuluk" 23 Bruce Grove, North Watford, Herts, WD24 4DZ

1. AGREEMENT

Any agreement based on the outlined terms and conditions arise upon the fulfillment of the following:

- Receipt and clearance in Okchuluk bank account of full payment or deposit as detailed in section 2 below and fully completed, signed booking form. Cheques require 5 working days for clearance.
- The person signing the booking form shall be deemed to have signed for him/herself for that purpose.
- The Agreement is between Okchuluk and the client on the booking form and is the sole agreement between those parties.
- Okchuluk reserves the right to refuse bookings to any party or individual without need to give reasons solely at Okchuluk's discretion.

2. PAYMENT

- The balance of the fees as specified on the booking form must be paid in full by the date specified on the booking form, or if no date is specified, no later than 6 weeks before the course start date.
- If not so paid, Okchuluk reserves the right to treat the agreement as cancelled by the client in relation to Clause 3 below. Bookings made within 6 weeks of course commencement must be accompanied by payment in full.

3. CANCELLATION BY CLIENT(S)

Given the substantial preparation by Okchuluk prior to any course, the client must be aware of the following conditions and therefore agrees to such. If the booking is cancelled for any reason the following charges will be applied;

- Cancellation more than 4 weeks before the course starts the deposit is forfeited.
- Cancellation less than 4 weeks before course commencement 100% of the course fee will be required by Okchuluk.

4. CANCELLATION BY OKCHULUK

- Okchuluk reserves the right to cancel all and any bookings without reason or notice. Under these unlikely circumstances, all monies will be refunded in full less any registration fee or any other fee already paid to any 3rd party such as GNAS, or if preferred transferred to another course. Please note that Okchuluk requires a minimum number of clients to run a course.
- Okchuluk will in no way be responsible for any costs or losses as a result of cancellation.

5. VARIATION OF COURSE BY OKCHULUK

- By its very nature an Okchuluk course is subject to natural forces and although every effort is made to comply with the course content, Okchuluk reserves the right to alter the course content to match any natural variables. The client acknowledges that information provided by us is given to the best of our ability but that because of natural variables it may be necessary to change the itinerary and that in such circumstances it is not reasonable for Okchuluk to be liable for any losses as a result and that our liability is limited accordingly.

6. CLIENT CONDUCT

- Okchuluk clients are expected to behave in a reasonable manner at all times and to comply with the reasonable instructions and leadership of Okchuluk, or its appointees, Okchuluk reserves the right to remove any client(s) from the course at the instructor/leader's absolute discretion without recourse to repayment for that course and against the client(s)'s will if necessary including the removal of the supervising adult(s) in the case of removal of a child.
- Circumstances that may warrant exclusion from a course includes {without limitation}; non return of completed Medical Details and Release form {for Archery/Horse Archery courses}; intoxication, use of non-prescription drugs, use of prescription drugs that impair your abilities, disorderly or abusive behaviour, failure of control over children, inadequacy of clothing or equipment, incapacity or inability to meet the rigours of the course for physical or mental

reasons. if you are in any doubt about your ability to meet the rigours of the course, please contact your GP before booking.

- For removal of any party under such conditions, Okchuluk will not be liable to any losses as a result and Okchuluk is also entitled to any reasonable costs arising from removal of said client(s) payable upon demand.
- For every three children (under 18 years) named on a booking form there must be at least one adult parent, guardian or person in a position of similar responsibility to ensure the behaviour and safe control of any children to the satisfaction of Okchuluk and all adults named on the booking form will be deemed equally responsible for any and all children named on the same booking form.
- This is an all weather activity and will normally proceed regardless of weather conditions unless they are deemed to present a risk to the client and you should assume that your booking will proceed unless directly advised by Okchuluk and ensure that you are appropriately and adequately clothed and equipped.
- No smoking on site. You may smoke in your vehicle if you wish on the condition that all ash and other waste are disposed of safely in the vehicle. The no smoking policy of the site must be adhered to at all times.

7. INSURANCE

- Okchuluk is covered to a level of £3M for Public Liability and is insured as a Sports & Social Club.
- Okchuluk clients are advised to provide their own personal insurance cover from a well established company, e.g. Insure & Go (www.insureandgo.com).

8. LIABILITY

- Okchuluk courses take place in the outdoors, which by its nature is never completely free from hazard. While all reasonable precautions are taken to minimise the risks the client accepts that accidents including serious injury and death can occur without Okchuluk being at fault.
- The client also recognises that Okchuluk and its assisting instructors and volunteer helpers are not responsible for loss or damage to the personal property of the client including vehicles, money, clothing or equipment.
- The client also recognises attendance of an Okchuluk course in no way qualifies him/her to teach the course content. Okchuluk therefore accepts no responsibility for any mishap occurring to third parties taught by attendees of any Okchuluk course.
- Okchuluk also takes no responsibility for any mishap during a course from any instruction or information not given by Okchuluk appointed instructors or assistants.
- Okchuluk also takes no responsibility for any mishaps occurring as a result of the client(s)'s failure to follow instruction.

9. COMPLAINTS

- In the unlikely event that a client has cause for complaint about an Okchuluk course, the complaint should be made to a representative of Okchuluk during the event in order that corrective action can be taken if necessary.
- If the complaint is about a member of staff then please contact the office and we shall inform you of the complaints procedures so we can take the necessary action.
- The client acknowledges that it is unreasonable to take no action during the course but to complain later. However, should a problem not be resolved at source, a complaint should be made in writing within 28 days or this complaint will not be upheld.

10. ALLERGIES

- If you have any special dietary requirements, please call us to discuss this as we may be able to cater for you. However, if you suffer from life threatening allergies from substances such as nuts etc. then we advise you to provide snacks and meals for yourself.

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OCTOBER 2010

Surname.....

Forename.....

Address.....

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Postcode.....

Tel no.....

Mobile no.....

E-mail.....

D.O.B.....

Health/Medical Issues.....

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Payment

Please make cheques/postal orders for £190 payable to 'Okchuluk' and send together with your completed registration form to Sarah and Michael Raines 64 Bradshaw Road, Watford, Herts, WD24 4DE. Write your name on the reverse of the cheque and you will receive an e-mail confirming receipt of your payment.

* I have read and understood the foregoing Okchuluk Terms & Conditions and agree to adhere by them

How did you hear about the course?

Would you be happy to receive information about future courses?

Signed*

Dated.....
