



Nottinghamshire  
County Council

# The Outdoor Equipment Store

## Camp Booking Form 2008

Camp Booking Ref:

School/Youth Organisation: ..... Name of Camp Leader: .....

Address: ..... Postcode: .....

Tel: ..... Fax: ..... E-mail: ..... County Council cost code: .....

Tel contact whilst on camp: .....

**Camp Sites:** (please indicate your preferred choice of site, i.e. 1st, 2nd etc.).

Holme Pierrepont		Overton Park		Pooley Bridge		Robin Hoods Bay	
Brackenhurst		Lathkilldale		Holkham Hall		Own choice of site .....	

**Preferred Dates:** **Choice 1** From: ..... To: ..... **Choice 2** From: ..... To: ..... **Choice 3** From: ..... To: .....

No. of Young Persons: ..... No. of Staff: ..... No. of other Adults: .....

Please give brief details of any camping and outdoor activity experience including qualifications for each adult leader.

Name	Status*	Experience and Qualifications

\* Status: teacher, youth leaders, governor, parents, other adult.

Please indicate if you would like us to provide coach transport for your camp: Yes  No

We agree to the terms and conditions of booking and to pay the charges specified.

Signature of Camp Leader: ..... Name: .....

Signature of Head Teacher/Senior Worker: ..... Name: ..... Date: .....

# Camp Bookings

## Terms and Conditions

1. All camping bookings must be on the official booking form.
2. Once a booking has been accepted by the equipment stores 25% of the full value of the booking fee forms a non-returnable fee and will be charged in any event.
3. In the event of cancellation less than 12 weeks from the date of the camp 50% of the full value of the booking will be charged.
4. In the event of cancellation less than eight weeks from the date of the camp the full value of the booking fee will be charged.
5. The equipment stores will charge an additional amount for persons using the facilities outside of the hire agreement or group sizes extending beyond the stated number.
6. Nottinghamshire County Council reserves the right to refuse any hire contract where it is of the opinion for whatever reason whatsoever that a potentially dangerous situation should occur or that the security of the equipment is compromised.
7. The hirer is responsible for the care and safe use of the equipment hired. Nottinghamshire County Council reserves the right to charge for loss or damage to equipment whilst in the care of the hirer (see brochure for details regarding insurance). In the event of an insurance claim, for risks insured by the County Council, the hirer may have to pay the £250.00 excess charge.
8. It is the responsibility of the leader of the group to become fully conversant with the guidelines for off-site visits produced by their local authority and follow the safety codes of practice and guidelines produced by the Equipment Stores. A training session and weekend is available free of charge as advertised in the brochure, sessions include pre-planning (parental consent etc.), risk assessment and general important health and safety issues.
9. The hirer must check the camp inventory at the beginning and the end of the hire period and leave the equipment in a clean and orderly condition.
10. The hirer must complete the camp logbook and check that this records accurately with the site owner's log (if a site owner's log is available).
11. In addition to point 10, the Overton Park site must be cleaned thoroughly by each group after use. Failure to do so may result in additional charges.
12. Losses or defects must be reported to the camp stores immediately. The equipment stores will take no liability for personal belongings or food damaged due to equipment failure. The hirer must arrange their own **insurance cover for this** and **also** for cancellation or curtailment for any reason whatsoever. Nottinghamshire County Council do not accept liability.
13. Nottinghamshire County Council working in liaison with the site owners reserves the right to terminate a hire agreement at any stage on the grounds of unacceptable behaviour of persons in the group. No refund is available in these circumstances.



### Contacting us

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