DBSA BOAT & EQUIPMENT BOOKING REQUEST FORM

CLUB & EVENT DETAILS					
Club:					
Contact person:					
Email:			**Phone:**		
Activity venue:					
Activity booked for: *(detail user)*					
Purpose: *(detail activity)*					
Event type:	☐ Come &Try ☐ School		☐ Corporate ☐ Other _____		
Event Date/s:	**From:**		**To:**		
Booking time/s:	**From:**		**To:**		
No. of Participants:					
Further details:					

EQUIPMENT REQUESTED						
No. of Boats:	☐ 10s	Qty:		☐ 20s	Qty:	
No. of Paddles:		**No. of PFDs**:				
DBSA trailer:	☐ Yes		☐ No			
Equipment taken from:	☐ Boatshed	☐ Torrens		☐ Caravan		
Equipment taken date:		**Equipment return date:**				
Further details:						

ADMIN PROCESS				
Are you charging the user for the event?	☐ Yes	☐ No		
Is this activity part of any grant funding received?	☐ Yes	☐ No		
Date submitted to DBSA:				
DBSA approval:	☐ Yes	☐ No	**Date:**	

Note:

- Request form to be completed at least four weeks before (if possible) to admin@dragonboatsa.com.
- Applicants must abide by Policy #06 – Use of DBSA Assets and Policy #25 – Paddling Event
- The request form is to be lodged and approval given in writing by DBSA prior to the equipment being taken.