

# Incident report form

Please complete this form to report any accident, collision or capsize. Give completed copy to the President or Captain

Name of club/school reporting the incident	
Person reporting the incident:	
Role of person reporting:	
Address	
Mobile	
Email	
What clubs or third parties were involved?	
Types of boat involved Eg: 8x, 4-, 2+, 1x, etc	
Were the boats (please circle)	Training      Racing      Social
What was the time and date of the incident?	
Where did the incident occur?	
If at night or in conditions of poor visibility, what lights were being shown by all parties?	
List any injuries sustained:	
List any damage sustained to boat/s / property:	

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Please give a full description of the incident; this should include weather, water, stream & tide conditions:

Please include or attach any additional details e.g. drawings/ diagrams/ photographs if these will enhance the description:

Draw/Place Diagram/Picture Here

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What further actions have been or will be implemented to avoid repetition of incident?

Club Member \_\_\_\_\_ Date: \_\_\_\_\_

Safety Officer \_\_\_\_\_ Date: \_\_\_\_\_