**To Recfishwest,** Attention: Fishing Clinic Coordinator **Date** 5 February 2019

**Email** kate@recfishwest.org.au or **Post** Suite 3, 45 Northside Drive, Hillarys, WA 6025

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| Applicant/Group |  |
| Event Name |  |
| Average age of participants |  | Number of expected participants |  |
| Contact Person/s |  |
| **Telephone** | **Mobile** |
| **Email** |
| Location  |
| Date/s of Event |
| Times or number of hours you require Recfishwest in attendance |
| **Description of role or task you would like Recfishwest to perform; (please select one)**[ ]  Deliver up to 2 hour fishing clinic information session and fishing activity for up to 30 participants; (provide all gear including up to 30 rigs and bait, plus two qualified instructors)[ ]  Deliver custom fishing clinic information session and fishing activity; (one or two instructors only, participants will have all their own, or we will supply all fishing gear)[ ]  Deliver information talk and/or recreational fishing information, tailored to suit our event; (no fishing activity planned); \*please provide details [ ]  Other: |
| **\*NOTE** Keep in mind times may vary depending on weather and instructor availability. Most clinics run for 2 hours from 9am OR from 3pm. Midday clinics are avoided during hot weather.  |
| Confirmation of attendance at your event will be sent once agreement of details and expectations of each party involved is finalised. Costs will vary depending on travel arrangements and the role you have asked Recfishwest to perform. |

**DECLARATION:**

I  of  (group name) will provide:

* Where applicable, local advertising leading up to the event/s at the location;
* Our own insurance cover;
* Our own risk assessment and emergency management plan (where relevant);
* Pre-registration of interested participants;
* A contact person for the venue on the day
* Suitable numbers of adult supervisors for the group (parents are expected to stay with kids under 14)
* where applicable, pay agreed cost of session/s to Recfishwest

We will ensure:

* **All** participants **WILL WEAR HATS (No hat, No fish)**; and
* **All** participants wear appropriate SunSmart clothing and safe footwear

Recfishwest fishing clinics will:

* provide instruction expertise and bait, tackle, rigging equipment and sunscreen;
* (where agreed to) provide all equipment including fishing rigs
* cater for a maximum of 30 participants per session when supplying fishing gear;
* run for a maximum of 2 hours, unless otherwise agreed prior to event;
* be allocated on a first in basis;
* be run professionally and to the Recfishwest Fishing Clinic Guidelines; and
* Recfishwest reserves the right to cancel a clinic due to unforeseen circumstances; such as extreme weather

**Please Note** that photographs may be taken of participants taking part in the clinic and may be used for promotional purposes directly relating to fishing or the Recfishwest fishing clinics. These photographs may appear on our website, newsletters or media accessible by the general public. Please ensure participants are made aware of this when advertising these clinics.

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Name Signature Date