

Canoe Trailer booking form

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| **Date you wish to collect the canoes and trailer** |  |
| **Date you wish to return the canoes and trailer** |  |
| **River or Waterway on which craft are to be used** |  |

**Your details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** | Mr Mrs Miss Other | | |
| **First name** |  | **Surname** |  |
| **Address** |  | | |
| **Town** |  | **Postcode** |  |
| **Phone (daytime)** |  | **Mobile** |  |
| **Email** |  | | |

Please note you must provide at least one phone number or your email address.

**Your DofE information**

|  |  |
| --- | --- |
| **Licensed Organisation name** |  |
| **DofE Centre** |  |

**Please note that Approved Activity Providers may not book the Regional Equipment Trailer.**

**The hire of the canoes and trailer is in accordance with the terms and conditions attached to this form.**

**Please signify your acceptance of these conditions by signing below.**

I have read, and agree to the terms and conditions of hire and attach the £120 hire fee and a separate cheque for £50 as the deposit as indicated below. I understand that the deposit will be returned once The Central England Regional Office have been informed that the equipment has been returned and checked by the nominated representative of the Regional Office, and that it is all in good condition, clean and dry.

**I agree to the terms and conditions of hire**

**Signed Date**

Please return this booking form and payment to:

DofE Central England,

1st Floor Offices, Arthur House,

21 Mere Green Road,

Sutton Coldfield,

B75 5BL

Tel 0121 308 9470 email [**centralexpeditions@DofE.org**](mailto:centralexpeditions@DofE.org)

Cheques are to be made payable to “The Duke of Edinburgh’s Award”

**Please note: your booking is not confirmed until you have received confirmation.**

**Central England Canoe Trailers**

**Terms and conditions for the hire of the Central England Canoe Trailers and equipment.**

1. The Hirer shall collect the equipment to be hired from the stored location (Warwickshire) and the address will be sent when booking is confirmed, on the date agreed on the hire form. The trailer and all of the equipment contained therein (as per the attached schedule) shall remain The Central England Regional Office absolute property and on the termination of this Agreement the hirer shall return such equipment in as good a condition as when the hire thereof commenced, fair wear and tear excepted.
2. The hirer agrees to pay a hire fee of £120.00 per period of use. In addition a £50.00 deposit is required, which will be refunded, once the equipment has been returned clean, dry, and in good condition and checked fully by an appointed person at the appropriate location. The hirer will be given a copy of the inventory of the trailer. The collection and return time should be agreed between the hirer and the issuer.
3. The period of hire shall be as agreed on the hire form. Either party, subject to one month's notice may terminate the Agreement. This notice must be given in writing.
4. The hirer shall not alter the equipment or use it for any other purpose, other than those previously agreed, without the prior written consent of the Central England Regional Office. Any breach of this clause shall result in the immediate termination of this Agreement whereupon the equipment must be returned to the location that it was collected from. The hirer may then be charged the cost of making good any changes or damage.
5. The hirer shall use the equipment prudently and properly and keep the same in good order and clean condition, save for fair wear and tear and shall be responsible at their own cost for ensuring the equipment shall at all times comply with the requisite safety and operating requirements. The hirer shall forthwith give notice to the Central England Regional Office of any loss, injury or damage of, or to the equipment or the trailer. If it becomes necessary for the hirer to undertake emergency repairs on the trailer then reimbursement will be made by the Central England Regional Office on receipt of proof of expenditure being received.
6. The hirer shall at their own expense keep the equipment clean, undefaced and shall be responsible for any loss thereof or damage howsoever caused, (fair wear and tear excepted). The hirer shall keep the Central England Regional Office fully indemnified against all claims, losses or damages incurred as a result of the hirer's use of the equipment and / or the trailer. The Central England Regional Office hereby excludes all liability of any kind whatsoever incurred in relation to the use of the equipment or terms of this hire.
7. All equipment must be returned clean and dry.
8. Any loss must be either paid for as a deduction from the £50.00 deposit or if the loss is in excess of the £50.00 then the deposit will be forfeit and the Central England Regional Office will send an invoice to the hirer for the balance.
9. It is the hirers responsibility to ensure that only those with the appropriate towing categories on the drivers license, and with the appropriate experience, tow the trailer. The hirer must ensure that their vehicle is insured to tow a trailer. Central England Regional Office can not be held responsible for damaged caused to vehicles by inappropriate towing procedures.
10. It is the responsibility of the hirer to ensure that a correct and legal number plate is affixed to the trailer at all times whilst on public roads, and that the driver abides by any appropriate legal requirements for the towing of a trailer.
11. It is the responsibility of the hirer to ensure that they obtain appropriate boat licences from the Environment Agency or the Canals and River Trust for paddling on the waterways of their choice\*\*.
12. It is the responsibility of the hirer to ensure that the equipment is protected from theft and loss at all times. When the trailer is unattended then the wheel clamp must be applied and the equipment cage locked. Boats must be securely locked to solid immovable objects when they are left unattended. This lock should be passed either around a seat or thwart. One cable and padlock is supplied with the trailer but an additional lock and cable or chain may be required if boats are left on the trailer whilst others are in use.

**Schedule of Equipment**

**Central England Regional Office Canoe Trailers**

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| --- |
| Warwickshire Trailer |
| 1 Trailer  1 Wheelclamp  1 Key for Wheelclamp  1 Spare wheel for Trailer  1 cable and padlock  3 Old Town Discovery 169 boats  1 Old Town Kineo boat  1 Old Town Guide 164  1 Mobile Adventure Ranger 16  2 Venture Prospector 16  18 TMP Paddles  18 Helmets  18 Buoyancy Aids  8 x15M throw lines + 8 Karabiners  16 Dry bags |

Boat Licences

It is the hirers responsibility to obtain boat licences from either the Environment Agency or Canals and Rivers Trust (CRT) if they are required. These are available from the CRT on a daily, weekly or monthly basis for under £5 per day per boat.

<https://canalrivertrust.org.uk/refresh/media/thumbnail/31390-short-term-boat-licence-2017-2018.pdf>

Alternatively if one paddler in a boat is a member of British Canoeing then that boat will be covered.

**January 2018**