



www.nsvl.org.uk ~ **NORTH SEA VOLUNTEER LIFEGUARDS** ~ *founded 1998*

Registered Charity, Number 1114331.

Limited Company registered in England, Number 5162996.

Registered Office: 53 Earnshaw Way, Whitley Bay, Tyne and Wear, NE25 9UL

## EQUIPMENT BOOKING FORM

### Hirer and hire details

|                 |                      |                 |                      |
|-----------------|----------------------|-----------------|----------------------|
| Full name:      | <input type="text"/> | Address:        | <input type="text"/> |
| Home phone:     | <input type="text"/> |                 | <input type="text"/> |
| Mobile phone:   | <input type="text"/> | Postcode:       | <input type="text"/> |
| Email address:  | <input type="text"/> |                 |                      |
| Purpose of use: | <input type="text"/> |                 |                      |
| Date of hire:   | <input type="text"/> | Date of return: | <input type="text"/> |

### Facilities and equipment required

|                                                           |                      |
|-----------------------------------------------------------|----------------------|
| Training room:<br><i>(dates/times/numbers on course)</i>  | <input type="text"/> |
| Changing rooms:<br><i>(dates/times/numbers on course)</i> | <input type="text"/> |

|                                                                                |                                                       |
|--------------------------------------------------------------------------------|-------------------------------------------------------|
| Adult manikins:<br><i>(tick to right of manikin numbers hired)</i>             | 1 2 3 4 5 6 7 8 9 10<br>11 12 13 14 15 16 17 18 19 20 |
| Child manikins:<br><i>(tick to right of manikin numbers hired)</i>             | 1 2 3 4 5 6 7 8<br>9 10 11 12 13 14 15 16             |
| Baby manikins:<br><i>(tick to right of manikin numbers hired)</i>              | 1 2 3 4 5 6 7 8 9 10<br>11 12 13 14 15 16 17 18 19 20 |
| Torpedo buoys and beanies:<br><i>(tick to right of buoy/hat numbers hired)</i> | 1 2 3 4 5 6 7 8<br>9 10 11 12 13 14 15 16             |

|                     |                      |             |                      |         |                      |
|---------------------|----------------------|-------------|----------------------|---------|----------------------|
| Laptop & projector: | <input type="text"/> | VHF Radios: | <input type="text"/> | OHP:    | <input type="text"/> |
| TV/video:           | <input type="text"/> | AED:        | <input type="text"/> | Skis:   | <input type="text"/> |
| Flipchart:          | <input type="text"/> | Charlie:    | <input type="text"/> | Boards: | <input type="text"/> |
| Beach Base Keys:    | <input type="text"/> | Lifeguards: | <input type="text"/> | Canoes: | <input type="text"/> |

Any other requirements:

*Please turn over*

## Conditions of Hire

1. The equipment/facilities can only be hired out to full club members.
2. Hire charges will apply to those members using equipment/facilities for non club courses.
3. Equipment will only be released from the club when accompanied by a completed booking form.
4. Use of the facilities will only be granted on receipt of a completed booking form.
5. Facilities shall be left in a clean and tidy manor, bins emptied, cups cleaned, all lights and switches off, doors locked. Any damage or faults must be reported immediately.
6. The equipment hired out to a club member shall be returned in full working order, any damage to the equipment or loss of the equipment due to neglect shall result in the club member being responsible for the repair or replacement of said equipment.
7. The equipment shall be hired for a **period of no more than 14 days**. Please note that a longer hire must be agreed, prior to the hire, by the executive committee who only meet on the first Sunday of the month.
8. Equipment remains the property of North Sea Volunteer Lifeguards and may be recalled at any time.
9. Any injury caused to any person using the equipment during the period of hire shall be the responsibility of the club member named over leaf. North Sea Volunteer Lifeguards take no responsibility for any injury or loss occurred during the equipment's use.
10. The executive committee reserve the right to refuse the hire of the equipment/facilities at any time.
11. An agreed donation for the use of the equipment/facilities must be agreed and paid prior to the hire of the equipment/facilities.

Agreed donation:

I agree to these conditions of hire.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*Please sign and date the form and hand the form in to the Equipment Officer before removing equipment from the beach base.*

## Contact details for the Equipment Officer

Grahame Wood, 26 Beach Avenue, Whitley Bay, Tyne & Wear, NE26 1EA  
Mobile phone: 07737 642 784  
Work phone: 0191 214 2200  
Email: woodg@kenton.newcastle.sch.uk

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### Official use only

Date received:

Equipment out:

Monies received:

Equipment back:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_