

# Informed Consent Form



***This document has two pages***

I .....am in good health and consider myself fit and able to take part

.....(write activity here)

I recognise that sailing is an activity with a danger of personal injury or death. As a participant in these activities I am aware of and accept these risks and I am responsible for my own actions.

Sail Project Project CIC accepts no responsibility for accidents or injury to participants or for loss of or damage to personal effects, unless caused by the negligence of the Sail Boat Project CIC or any member of its staff.

I understand that photographs may be taken by the instructor over the course of the event and I permit these photographs to be used in future advertising and promotion of Sail Boat Project CIC. While this permission can be withdrawn at any time, in the event of printed matter having been produced a recall and shredding will not be offered but the photograph will not be used in future publicity. Please cross out this paragraph if you do not agree to this clause.

Are you over 18 years old? Yes / No. (If you are under 18 we will require a parental consent form too.)

Can you swim? Yes / No

Do you have any previous sailing experience? If yes please give details, and mention any qualifications you hold (e.g. RYA competent crew), if not please write "none".

Do you have any particular dietary needs or allergies - please specify:

Do you have any learning needs we can prepare for? *eg: dyslexia*. If yes please give details, if not please write "none".

Do you have any of the following conditions:  mental health difficulty  visual impairment

disability affecting mobility  hearing impairment  heart condition  epilepsy

asthma  diabetes  other

Please provide details: .....

**Please feel free to discuss your needs with us. We are happy to meet up with you in advance, including onboard the vessel you will be sailing on to help you orientate and plan your sailing.**

Are you taking any medication that we should be made aware of? If yes please give details, if not please write "none".

If you are in doubt about taking part in any activity please check with your doctor.

Please provide details of a next of kin contact for the duration of the activity  
Will they need informing if we are late back Yes / No.

Please provide your telephone number, address and e-mail address for our records

By signing you agree that you have read and understood the contract and agree to the cancellation arrangements detailed overleaf

Signed .....

Dated .....

# Terms and conditions

## Bookings and deposits

In order to secure your place on either a sailing trip or a course, please send us the details we request by e-mail and pay the full amount requested. If the event is more than 6 weeks away you may decide to pay a refundable deposit rather than the full amount.

Deposit amounts are as follows:

- If the full amount payable is under £150 we require a £50 deposit
- If the full amount payable is over £150 we require a £100 deposit

**Payment options:** Paypal, bank transfer or cheque, payable to Sail Boat Project CIC and sent to our address at 130 Hollingbury Park Avenue, Brighton, BN1 7JP. Bank details are available on request.

## Cancellations and refunds

- Deposits are non-refundable.
- Cancellations made within 42 days of the start date of the holiday / course result in the full payment being non-refundable.
- Cancellations made more than 42 days before the start date of the holiday will result in the balance of payments being refunded if they were paid in advance. A portion of the deposit may still be held by Sail Boat Project to cover costs that we may have incurred, but usually we can return the full amount.

In practice we're not in the business of ripping anyone off. We understand that sometimes cancellations are unavoidable and we will always refund monies paid as fully as possible without leaving us out of pocket. If you were to pull out of a course the week before we will probably only be able to refund your money if we can replace you in that last week.

## Cancellations by Sail Boat Project

Sail Boat Project CIC reserve the right to cancel holidays and courses at our discretion. If we are forced to do so, such as due to bad weather, we will work with you to attempt to find you a suitable replacement or if not we will refund all of your money. However, Sail Boat Project cannot be held responsible for any other loss that you may have incurred due to cancellation of your course or holiday.

You are advised to take out holiday insurance if you wish to be covered for this potential loss. When sailing in the past we've used click4quote.com in the past – they have a policy called a Mariner's policy which expressly covers sailing. Please check that it will cover everything you want it to. If sailing to the continent, or you are visiting us from the EU, it is worth having an up to date E111 Health Insurance Card. Please note that these are not valid in the Channel Islands and separate health insurance is advisable if travelling there.

## Alterations by Sail Boat Project

Sail Boat Project CIC reserve the right to alter the destination of courses and holidays at our discretion, subject to discussion and agreement with customers. Alterations will only be considered in the anticipation of extreme weather conditions, and customers will be substituted with a sail passage of equal value and duration, or be offered to re-schedule to the next available trip to that destination.

## Complaints Procedure

While we do everything we can to make your time with us enjoyable, rewarding and safe, you may feel we have not met your expectations in some way. We would strongly encourage you to raise any problems you encounter with us immediately, while your trip is ongoing so that we can address your concerns right away. If this is not possible for any reason, please contact us in writing (i.e. by letter or email) within 35 days of your return home setting out the basis of your complaint.

We will acknowledge receipt of your message as soon as possible, so that you know we are dealing with your complaint, and let you know when you can expect our response. This will normally be within 7 days, but some complaints may be more complex and need longer to resolve.

A member of Sail Boat Project who was not present during the trip/course that the complaint pertains to will investigate. We will ask the skipper, first mate, and where necessary other crew members present to obtain a balanced view of the issue. We will provide a response to your complaint as promptly as possible, and offer compensation where appropriate.