

Open Gold Application Pack



To apply

- Carefully read the Booking terms and Conditions
- Complete and sign the application form.
- If you have completed your training and practice expeditions elsewhere please enclose written proof – a copy of your signed record book pages or print-off from your eDofE record would be suitable.
- Arrange payment – see below.
- Return everything to the address below.

On receipt of your application we will email you confirmation of your booking and a receipt for your payment. Further information about the expedition will be emailed approximately 4 weeks before the expedition.

Payment

£260 per person per expedition.

To reserve your place on the expedition we require a deposit of £80 per person per expedition. The £180 balance of payment is due 28 days before the expedition.

If you are applying for a place within 28 days of the start of the expedition please send the full amount with your application.

We can accept payment by cheque made payable to A to Z Expeditions or by bank transfer to the following account:

Name: A to Z Expeditions Account Number: 43050649 Sort Code: 09-06-66

Address

A to Z Expeditions, The Old Stores, Dorstone, Hereford, HR3 6AN

Contact

If you have any questions please contact us

info@azexpeditions.com 01981 550 433

Data Protection

The personal data that you provide will be handled by A to Z Expeditions in accordance with the Data Protection Act 1998. It will be used by A to Z Expeditions and The Duke of Edinburgh's Award for the purpose of administering and delivering training and expeditions.

Responsible Adult to be contacted in case of emergency

Name Relationship to participant

Address (if different from participant's)

.....

Home Phone Work Phone

Mobile.....

Medical Information

Do you suffer from any medical conditions? Yes / No

If yes please give details.....

Any other recent illnesses or injuries which may affect your ability to participate? Yes / No

If yes please give details.....

Are you allergic to anything (e.g. penicillin, elastoplast, peanuts)? Yes / No

If yes please give details.....

Do you take any medication? Yes / No

If yes please give details including dosage and timing.....

.....

Photographs and Video

As part of the activities A to Z Expeditions may video you or take photographs to be used with discretion in promoting the activities of A to Z Expeditions in printed publications and on the internet.

Can we use your image in this way? Yes / No

Acknowledgement of Risk

We have taken all reasonable steps to provide participants with the level of care and assurances of safety appropriate to the activity. However there are certain risks which are integral to the activity and which can not be eliminated without destroying the unique character of a Duke of Edinburgh's Award Expedition.

DofE expeditions must be unaccompanied, self-reliant and completed by the participants' own physical efforts with minimal external intervention. Therefore participants will not be directly supervised 100% of the time. During the expedition you may encounter the following:

- walking on rough terrain.
- extended physical effort.
- environmental hazards (changeable weather etc).
- feeling uncomfortable, tired and upset.

Medical statement

In the event of an accident I give my consent to any emergency treatment, as considered necessary by the medical authorities present. I therefore authorise the instructor(s) to sign, on my behalf, any written form of consent required, provided that in the opinion of the doctor/surgeon any delay could endanger the health and safety of the participant.

Agreement

I wish to take part in the Duke of Edinburgh's Award training and expeditions provided by A to Z Expeditions. I confirm that I am fit and able to undertake an expedition where I will be walking for 8 hours a day in mountainous terrain whilst carrying all necessary expedition kit.

I agree to follow the instructions of A to Z staff. I understand that I will need to work as part of a team and agree to show respect to my fellow participants at all times.

I confirm that I have read and understood the content of this document, I agree to the booking terms and conditions and I understand what I will be participating in.

Participant's Signature.....

NameDate

If you are under 18 years old this form will also need to be signed by a Parent or Guardian.

Parent or Guardian's Signature

Name.....Date.....

By signing this you do not release A to Z Expeditions from any of its obligations, nor does it affect your legal rights.

Booking Terms and Conditions

This document sets out what you can expect from A to Z Expeditions and what your obligations are. By making a booking with A to Z Expeditions you are accepting the terms of this agreement.

Confirmation

We will send you written confirmation of your booking. This will detail the expeditions and training programme that we have agreed, including dates and prices. If any details are not correct please tell us immediately so that we can make the appropriate changes.

What is included:

- Pre-expedition information pack
- The professional services of A to Z Expeditions instructors for training and supervision of expeditions on the agreed dates.
- Assessment of qualifying expeditions
- Bunkhouse and Campsite Fees
- Use of Group Kit: Tents, First Aid Kits, Emergency Group Shelters, Stoves, Pans and Fuel, Maps

What is not included:

- Transportation to and from the training and expedition venues
- Additional campsite costs such as hot showers.
- Participant's personal equipment and food.
- Supervision or transportation for any participants who are excluded, or no longer able to participate in the expedition or training.

Minimum numbers

We need a minimum of ten participants to deliver training or expeditions if the numbers of participants drop below ten we will contact you to discuss the options. These may include cancelling the expedition or increasing the cost per person on a pro rata basis if you prefer.

If we cancel your booking

We endeavour to provide all of the services as described in our confirmation, but if for any reason we cannot deliver your expedition or training we will notify you promptly.

We will refund any payments received in full but we will accept no responsibility for any additional costs incurred.

If we change your booking details

In the interests of the safety and enjoyment of participants we may need to make changes to your expedition, should this be necessary we will notify you promptly. These may include a change to the expedition location, dates or start and finish times. We reserve the right to make these changes at any time and cannot be held liable for any additional costs incurred.

If you cancel your booking

If you want to cancel all or part of your booking we require notification in writing. To compensate us for any time or money already committed or the risk that we may not be able to re-sell your expedition place we make a cancellation charge as detailed below.

- Notification of cancellation more than 28 days before the first training session results in loss of deposit
- Notification of cancellation 28 days or less before the first training session results in a cancellation charge equal to the full cost of the booking.

Behaviour

We reserve the right to exclude any participant from training or expeditions if in our opinion their inclusion would pose a safety risk to themselves or any other member of the group. In the event of exclusion we will not offer any refund.

Reasons for exclusion may include but are not limited to:

- Not having the correct equipment
- Not being physically able to safely take part in expedition activities
- Disobeying a direct safety instruction
- Disruptive or threatening behaviour

We reserve the right to ask for payment in respect of any damage to, or loss of, equipment caused wilfully or by the negligent behaviour of participants.

Completing the DofE Expedition section

We will ensure that each participant is given the best opportunity to complete the expedition section. Participants are required to demonstrate the expedition skills that they have learned before we can sign off their training and practice expeditions. Where skills have not been demonstrated to the appropriate standard, further training and practice will be necessary before we can allow participants to take part in the qualifying expedition.

We accept no responsibility for any additional costs incurred as a result of participants not successfully completing training, practice or qualifying expeditions.

Insurance

We are fully insured to carry out all of the activities described in our confirmation. Further details of our insurance policy are available on request. DofE also provides limited personal accident cover for participants <http://www.dofe.org/en/content/cms/Leaders/Insurance/Insurance.aspx>

We strongly recommend that you take personal insurance which will cover you in the event of cancellation due to illness and will cover personal kit during the expedition.

Your Responsibilities include but are not limited to the following:

- To check that our programme meets the training and expedition requirements of your operating authority.
- To inform us of any changes to contact details, emergency contact and medical details.
- To undertake any necessary personal training to ensure that you are prepared and fit enough to undertake a demanding expedition.
- To ensure that you arrive with the sufficient food and suitable personal kit.