



# Camp / Holiday / Residential Notification

FORM CHN - March 2007

This form **MUST** be completed for all Camps / Holidays / Residential's and returned to the appropriate regional headquarters as follows:

- one or more nights duration - at least **14 days in advance**;
- more than two nights - at least **four weeks (28 days) in advance**.
- for international visits - at least **3 months in advance**.

**Please Note:** It is a requirement that the Officer leading a camp or holiday of any duration, involving at least one overnight stay, must hold a valid Holiday Leadership Certificate.

Confirmation of receipt of this notification will be sent to the Officer listed below as leading the Camp / Holiday / Residential.

## Company / Battalion / District Details

Camp / Holiday is being run by:  Company  Joint Company  Battalion  District

Company(ies) or Battalion or District taking part:

Camp / Holiday is being run for:  Junior Section  Company Section  Seniors  Amicus

## Camp / Holiday / Residential Location Details

Location Name:

Location Telephone:

Location Address (including full postcode if known):

  
  

Grid Reference (if known) & any other details:

## Camp / Holiday / Residential Details

Type of Camp / Holiday:  Canvas Camp  Indoor  Abroad

Date from:

Date to:

Number of Nights:

Number of Leaders:

Male:

Female:

Number of Young People:

Male:

Female:

## Leader Details

Name of Officer leading Camp / Holiday (MUST hold a Holiday Leadership Certificate):

Leader Registration Number:

Email Address:

**Note:** Confirmation of receipt of this notification will be sent to the Officer listed as leading the Camp / Holiday / Residential.

Name of Leader holding Camp Craft Certificate (Applicable to Canvas Camps only):

Leader Registration Number:

## Approval

ALL Camps / Holiday **MUST** have the approval of the Company Captain (for Company) or Secretary (for Battalion/District).

I confirm:

- that the above information is correct and that any changes will be notified to the appropriate Regional Headquarters.
- that **all adults assisting with the above Camp / Holiday are registered with Brigade Headquarters**.
- that arrangements are in place for First Aid provision and supervision of water and adventure activities.

Signed by Company Captain or Battalion/District Secretary:

Name:

Date:

**THIS FORM MUST BE SENT TO YOUR REGIONAL HEADQUARTERS**