

SYDNEY INTERNATIONAL REGATTA CENTRE APPLICATION FORM ON WATER TRAINING 2018/2019



CLIENT DETAILS			
ORGANISATION	[]		
CONTACT PERSON	[Mr/Ms/Mrs/Miss]		
POSTAL ADDRESS	[]		
STATE	[]	POST CODE	[]
BUSINESS TELEPHONE	[]	MOBILE	[]
FACSIMILE	[]	EMAIL	[]
To take your booking, the Department is required to add you to the data base. Do you give permission for us to add you to the Department's database?			YES / NO
Sport and Recreation has a privacy policy to protect the information you provide us with. The information you have voluntarily provided to us will be stored by the Department and only used by Department staff. You can access your information, to check or change it by calling, emailing, or faxing us at the contact details provided below. If you no longer want to be on the database please let us know.			

TYPE OF TRAINING			
ROWING	<input type="checkbox"/>	CANOEING	<input type="checkbox"/>
		DRAGON BOATS	<input type="checkbox"/>
OTHER	<input type="checkbox"/>	Please provide details - []	

BOOKING DETAILS – \$12.00 per person/ day (inc GST)

Date	Arrival Time	Departure Time	No. of Participants	No. of Boats
[]	[]	[]	[]	[]
[]	[]	[]	[]	[]
[]	[]	[]	[]	[]

There is no vehicle access allowed on the roadways/pathways surrounding the competition lake. For any queries regarding vehicle access, please contact our office.

OFFICE USE:	NOTES:
CIMS BOOKING NUMBER:	
CONFIRMATION SENT:	
INVOICE NUMBER:	

SYDNEY INTERNATIONAL REGATTA CENTRE

APPLICATION FORM

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ADDITIONAL REQUIREMENTS

Require the use of SIRC Rescue boat - (fees apply) (A current Boat License is required. Pls provide with application)	YES / NO	Number -
Require use of SIRC Function Room – (fees apply)	YES / NO	Specify -
Require the use of SIRC Medical Room or Drug Testing – (fees may apply)	YES / NO	Specify -
Require the use of Finish Tower or Timing Huts – (fees apply)	YES / NO	Details -
Undertaking any filming – (fees apply)	YES / NO	Details -

CATERING INFORMATION

The venue has a contracted caterer who has sole rights to catering on site. Therefore no external caterers are permitted on site.
No glass products are permitted on site
It is permissible to bring in your own BBQ – Note: GAS BBQs ONLY.
BBQ's are only permitted on the Southern side of the venue.
There may not be any sale of food or drink on site – unless otherwise provided by the on-site caterer.
Catering can be organised via the Lakeside Restaurant – ph 02 4729 3222

I have received, read and understand the SIRC Training Conditions of Use	YES / NO
I have received a copy of the SIRC map, indicating the on water traffic flow.	YES / NO
I have attached a copy of the current Public Liability Insurance	YES / NO

I hereby certify that all information given is correct, to the best of my knowledge.

I certify that I have read the Terms and Conditions of Booking and accept the Terms and Conditions of Booking, which are attached to this form.

Signature of Organiser: |

Date: |

CONTACT DETAILS SYDNEY INTERNATIONAL REGATTA CENTRE

POSTAL ADDRESS:	PO BOX 507, CRANEBROOK NSW 2749
TELEPHONE:	02 4730 0000
FACSIMILE:	02 4730 6789
EMAIL:	regatta@sport.nsw.gov.au
WEB:	www.regattacentre.nsw.gov.au

OFFICE USE:

TOTAL CHARGES		NOTES
TRAINING CHARGES	\$	
HIRE OF BOAT	\$	
ROOM CHARGES	\$	
OTHER	\$	
TOTAL		

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SIRC Training - Conditions for Use

Boat Wash Down	All boats must be washed down prior to being used in the lake and it is recommended that they are washed down afterwards as well. There are 3 boat wash down stations located on the eastern side of the Boatsheds.
Booking	All training must be booked by submitting a Training Booking Form and confirmed by Venue Management in advance of the session/s.
	Training Bookings will not be confirmed by Venue Management until 3 months prior to the requested date.
Coaches	Coaches on bicycles must wear safety helmets and keep to the left.
Permits	If you have been issued with a permit or a pass you must bring this with you each time you use the venue
Power Boats	Normal waterway “right of way” rules apply at SIRC. Power boats must give way to sailing, rowing and paddling craft. Oar and paddle propelled craft are to give way to sailing craft.
	A current Boat Drivers Licence is required for any use of powered boats at the Venue.
Traffic Flow	For safety reasons the training traffic flow must be observed at all times. Note – traffic flow may vary during competitions. See the notice-board behind Boatshed 3 and adjacent to the boat racks for details.
Training Times	Training occurs between sunrise and sunset. All users must be off the water BEFORE dark , in accordance with the venue’s advertised closing time. Some leniency may be afforded in terms of departing the site after the gates are closed. Prior arrangement with Venue Management is required.
Vehicles	If use of the Media Road (upper road on the northern bank) is required by vehicles for coaching or filming, this must be indicated on the Training Booking Form. Vehicle access to either pathway on the Southern Bank is restricted to competitions and special requests (approval is required and additional costs may apply for use of the Southern Bank). Vehicles using the Media Road must keep to the left. Vehicles using either the Media Road or Walking Path must maintain an observer to watch out for other venue users. Media Road access will not be permitted for training when there is a Triathlon or Cycling event occurring.
	Vehicles must use hazard lights and must not exceed the 15km/h speed limit along the Media Road (or 20km/h limit throughout the rest of the venue). Please adhere to directions from Event Staff during event.

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Terms and Conditions of Booking

Access	All entry to the venue is via Gate A, Old Castlereagh Road, Penrith, unless otherwise instructed via Venue signage.
	Please note a speed limit of 20kph applies throughout the SIRC.
	All parking is in the P1 car park, unless otherwise directed by parking marshals
Alcohol	The consumption of alcohol is permitted, but the responsible service of alcohol practices should be followed. Alcohol must not be served to minors. No sale is permitted (unless provided by the onsite caterers). No glass products.
Animals	The Venue does not permit any animals, apart from dogs to be brought onto or kept on the site without written consent from Venue Management. Dogs are permitted in the Venue if the conditions relating to bringing dogs onto the site, as set out in the Venue Regulations (Attachment C), are strictly complied with.
BBQs	It is permissible to bring in your own BBQ – Note: GAS BBQs ONLY.
	BBQs are only permitted on the Southern side of the venue.
Bookings	Training bookings will not be confirmed by Venue Management until 3 months prior to the requested date.
Cancellation / Changes	Any cancellations or changes to a booking must be submitted in writing – 24 business hours prior to the training session. Changes or Cancellations after this time are non - refundable
Cleaning	Any litter, signage or equipment caused by the Organiser must be cleaned up / rectified at the conclusion of the booking. Failure to comply may cause additional fees to be issued.
	Pls note – balloons, rice and confetti not permitted.
	General cleaning is included in the cost of the booking. If cleaning requirements following your booking are judged to be excessive, additional cleaning charges will be incurred.
Damage	The organiser of the booking is financially responsible for any damage caused to the Sydney International Regatta Centre property during bookings. No display material may be affixed to walls or ceilings, unless prior arrangements are made with the Venue Management.
Emergency	The Organiser will immediately advise SIRC Management or their delegated authority of any emergency, incident or accident.
	The Organiser will comply with all reasonable requirements of all relevant authorities in relation to fire safety, security and emergency procedures
First Aid	SIRC Venue Management staff, SIRC Security staff and SIRC weekend Visitor Service Staff, can assist with first aid.
Food	The venue has a contracted caterer who has sole rights to catering on site. Please contact them for all catering requirements. Notwithstanding such approval, no glass or vitreous products are permitted to be brought on to the site and all food and beverage must comply with all relevant statutes and regulations, including but not limited to the Food Act, 1982 and HACCP Food Safety standards.
Indemnity	The Organisation releases the SIRC, Office of Sport and the State of NSW from, and agrees that the SIRC, Office of Sport and the State of NSW is not liable for, any loss or damage to person or property suffered or incurred (including loss of profits or loss or damage to the Organisation's reputation) in connection with the use of the SIRC or the venue equipment provided by the SIRC unless such loss or damage is caused by negligence of the SIRC
Media Coverage/Commercial Filming and Photography	Requests to undertake commercial filming or photography must be included in your application form. A Commercial Film or Photography Permit and Location Agreement must be completed and fees may apply.
Overlay - Temporary Structures	The booking group / organisation must provide prior notice of any overlay including structures, such as marquees, tents, stalls, stages, platforms, seating/grandstands, amusements and inflatables. The erection, appearance and site location of these structures at the SIRC is subject to prior approval by SIRC Venue Management.
Security	Equipment left unattended on site is fully at the booking Organiser's risk. No responsibility will be taken by SIRC for any loss.
Smoking	Smoking is only permitted in designated smoking areas, except where events are advertised as being "smoke free", as requested by the Event Organiser.
Trading Terms	SIRC reserves the right to decline applications as required. Fees are payable in advance and are inclusive of GST unless otherwise specified.
Vehicle Access	Motorised vehicles are only permitted on public roads and car parks unless prior arrangements to access grass areas or footpaths has been granted.
	Unless otherwise advised ALL vehicles are to park in designated parking areas.
Venue Staff	As part of this agreement Organisers must comply with all reasonable directions of SIRC Venue Management, SIRC Security, and SIRC Visitor Services Staff.

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DURING TRAINING

TRAINING INSTRUCTIONS

- ◆ Lanes 1 to 5 Proceed from Start to Finish
- Lanes 1 & 2 - Fast - long racing pieces
- Lane 3 - Pace - pressure pieces
- Lanes 4 & 5 - Low intensity row / paddle through
- ◆ Lane 6 Vacant Lane (no rowing / padding in this lane)
- ◆ Lanes 7, 8 & 9 Return to Start
- ◆ Use caution moving into the Warm Up Lake and starting back up the course.
- ◆ Exclusive Swimming Training Lane between Lane 9 and Northern Bank shoreline, extending from the Presentation Pontoon to the 1000m Hut.
- ◆ Various users row, paddle and sail on the Warm Up Lake. Please respect other users and employ caution while training on this Lake.
- ◆ No access is permitted to the Whitewater Exclusive Area.
- ◆ SEE MAP BELOW FOR INSTRUCTIONS DURING COMPETITION.

