**Name**

**DofE Centre**

**Expedition Date**

**Phone Number**

**Email Address**

**All of the above must be completed before the equipment will be issued**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Item** (tick all required) | |  | **Reference/Size Returned?** | | | | | **Notes** | | |
| Rucksack | |  |  | |  | |  |  | | |
| Roll Mat | |  |  | |  | |  |  | | |
| Trangia | |  |  | |  | |  |  | | |
| Tent | |  |  | |  | |  |  | | |
| Waterproofs | |  | Size: S / M / L / XL | |  | |  |  | | |
|  | |  |  | |  | |  |  | | |
| **I have read and agree to the booking conditions and understand that I need to return the equipment on the Wednesday following the expedition.** *(in a* *dry, clean, complete, and undamaged condition)*.  If not returned **WITHIN 2 WEEKS OF THE EXPEDITION** this will result in my deposit being lost as per the booking conditions (attached) | | | | | | | | | | |
| **Name** |  | | | **Signature** | |  | | | **Date** | **/ /** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **STORE USE ONLY** | | | | |
| Has the equipment been collected? | Yes |  | No |  |
| Hire fee paid? | Yes |  | No |  |
| Deposit paid via… | Cash |  | Cheque |  |

TEAR HERE

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**BOOKING CONDITIONS**

1. A hire charge of £10/expedition applies to all hires; for any amount of equipment for one person
2. A returnable deposit CHEQUE/CASH of £50 is required for all hires; cheques should be made payable to *Medway Open Award Centre*
3. This booking form **MUST** be returned as soon as practicable and a **MINIMUM** of **TWO** weeks before expedition
   1. Failure to return the form in time may result in the hire being rejected
   2. Please note that the completion of this form does not guarantee availability of equipment; in rare cases we are unable to meet all requests due to demand
4. All hired kit should be **collected** on the **Wednesday before** the **Expedition** (7pm-9pm; unless otherwise requested by MOAC)
5. All hired kit should be **returned** on the **Wednesday** **after** the **Expedition** (7pm-9pm; unless otherwise requested by MOAC)
6. The hirer is fully responsible for the care and return of this equipment whilst on hire to them
   1. All kit must be returned *clean, dry, and undamaged*
7. Equipment not returned within **TWO** weeks of the expedition may result in loss of the deposit
   1. Replacement costs, in excess of the deposit, will be invoiced to the hirer
   2. Loss or damage of equipment will also be charged for
8. By hiring equipment from *Medway Open Award Centre*, you agree to be contacted by *Medway Open Award Centre*, via email or phone, in relation to this hire agreement
9. By hiring the equipment from Medway Open Award Centre, you will be deemed as a member of *Medway Open Award Centre* and may be contacted by MOAC in relation to DofE. For more information or to opt out please email [info@moac.co.uk](mailto:info@moac.co.uk)