

# River Medway

## Special one day event: group registration (unpowered boats only)

Please complete this form in block capitals and return to the address below.

Name of applicant:.....

Address of applicant:.....

.....

Home/work telephone number:.....

Email:.....

Name of club/organisation holding the event:.....

Is the event to raise money? If yes, who will the money be given to (if a charity, please state the full name):

.....

What is the nature and purpose of the proposed event? .....

.....

What type of boats will be participating in the event (i.e. boats, rafts, dinghies, canoes)? .....

.....

Approximately how many boats will be present on the water at one time? .....

Please give the precise location of the special event (including the start and finishing points): .....

.....

What is the date of the event, please include the start and finish timings? .....

.....

Is the event to be timed against the clock or a race between participating boats? Please give details:

.....

Has the event been held on a previous occasion? Please give details:.....

.....

What is the level of boat handling competency of the people participating in the event?

.....



Please give details of any safety provisions that will be provided during the event (i.e. attendance of a safety boat):

.....

**Please note:**

The Environment Agency reserves the right to refuse approval for special event one day group registrations, where and when it deems appropriate. Notification of our decision regarding this application will be made in writing to the applicant within 10 days of receiving this form. Upon notification that approval has been given, the applicant will be required to pay the Environment Agency the sum of £86.50.

**The Data Protection Act 1998**

The new Data Protection Act requires that the Environment Agency advise its customers how data relating to individuals will be processed and disclosed. The information provided by yourselves will be processed by the Environment Agency to deal with your application, to monitor compliance with the licence/permit/registration conditions, to process renewals, and for maintaining the relevant public register(s).

We may also process and/or disclose it in connection with the following:

- offering/providing you with our literature/services relating to environmental matters;
- consulting with the public, public bodies and other organisations (e.g. Health and Safety Executive Local Authorities, Emergency Services, DEFRA) on environmental issues;
- carrying out statistical analysis, research and development on environmental issues;
- providing public register information to enquirers;
- investigating possible breaches of environmental law and taking any resulting action;
- preventing breaches of environmental law; and
- assessing customer service satisfaction and improving our service.

We may pass it on to our agents/representatives to do these things on our behalf.

**Please send completed form by email or post to:**

Environment Agency, Lock House, Castle Road, Allington, Kent, ME16 0LU

Email: [allington.lock@environment-agency.gov.uk](mailto:allington.lock@environment-agency.gov.uk) Tel: 01622 685219

LIT 8500  
SE/EAD/0515/E/V2

customer service line  
03708 506 506

incident hotline  
0800 80 70 60

floodline  
0845 988 1188

[www.environment-agency.gov.uk](http://www.environment-agency.gov.uk)