



Nights Away Notification

This form provides the information a Commissioner requires to **APPROVE** an event to take place (i.e. POR 9.1b/9.1c). Each group attending a Nights Away event (even a County or District event) will need to submit this information.

For all Nights Away experiences all of the information below should be with your District Commissioner (or appointee) **SEVEN** days before the event (in normal circumstances). How the information is passed on will depend on local arrangements (this may be for example by telephone call, e-mail or fax).

For all Nights Away held at facilities not owned or operated by Scouting, such as public or commercial campsites and youth hostels, the host District Commissioner ^(Note 1) must also receive a copy of the information, normally this should be **FOURTEEN** days before the event. Where an expedition is taking you across a number of Districts or Counties this information should be sent to the County Secretary(s) instead. You can obtain details of the host District Commissioner from the Scout Information Centre - Tel 0845 3001818 email info.centre@scouts.org.uk. If you are using Scout owned or operated facilities there is no requirement to complete the Host DC's details only the scout campsite details.

Permit Holder's Name		Telephone	
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Email	
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Group	
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Section	
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Event Leader (if not Permit holder)	
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Telephone	
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OR Passport holder's name

Email	
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Venue Name	
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Telephone	
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Venue Address	
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Please check the 'Prohibited and Restricted Camping areas' at <http://www.scouts.org.uk/prohibited> to ensure your chosen site does not fall within a restricted area

Event Dates	From		To		Number of Nights	
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Nos Attending	BS		CS		S		ES		Adults	
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Type of Event (e.g. sleepover, hike, Pack Holiday, etc.)	
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Special Activities (e.g. those requiring permits)	
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Menus, programmes and other paperwork are **NOT** required to be submitted with this form. However random checks will be made by either the DC, DESC or ADC's throughout the calendar year to check paperwork has been correctly compiled

InTouch Name	
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Telephone	
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InTouch Address	
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GSL / DESC is aware of the event	<input type="checkbox"/>
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Host DC Name ^(Note 1)	
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Telephone	
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OR ^(Note 2)

Scout Campsite	
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Telephone	
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Note 1 – If you know the postcode of the site, the Scout Information Centre on 0845 300 1818, can tell you the name and address of the local District Commissioner.

Note 2 – If you are using Scout owned or operated facilities there is no requirement to complete the Host DC's details **only** the Scout Campsite details.