

<p style="text-align: center;">NOTES ON COMPLETING THE ERIC COACHING REGISTRATION FORM</p>

1. This form should only be used for registering coaching events and activities. It can be used to register a series of such events **provided they all fall within the same calendar year**.
2. Please indicate **Venue** by the name of the area or map and the nearest town.
3. Please indicate the coaching **Activity**, e.g. junior squad, club coaching day, coaching course. Courses will be publicised in the British Orienteering list of Coaching Courses unless specifically marked as CLOSED. Other coaching activities will not be publicised.
4. Please give estimated **participation** figures for seniors (S) and juniors (J). If the estimate turns out to be very inaccurate it will help if you can let the National Office know, so our records can be as accurate as possible.
5. Please indicate any relevant **Landowners** by the initials FC (Forestry Commission), NT (National Trust), MoD (Ministry of Defence), CE (Crown Estates), LA (Local authority), WC (Water Company), or mark OTHER. If more than one of these, please indicate them all. It is particularly important to record any use of Forestry Commission land
6. If **Forestry Commission land** is being used, please tick the box to indicate that permission has been sought using the form 'Application for Permission to Hold an Orienteering Event'. Copies can be obtained from club secretaries, Fixtures Secretaries and the National Office. There is no charge for the use of Forestry Commission land by Level 5 events or activities with fewer than 20 participants. A charge is payable for Level 5 events or activities with 20 or more entrants, but there will be only one charge for permission to hold a series of events with fewer than 100 entrants each.
7. The **completed form** should be returned to the Fixtures Secretary for the Association in whose area the event is being held. It will be forwarded to the National Office via the National Fixtures Secretary.