



Application for Approval to Camp or Travel Interstate

T1
May 2008

Application Procedure

Three (3) copies of this form are to be filled in for each State to be visited. They must be sent to Branch Headquarters, and must be suitably endorsed.

Forms should be forwarded at least two months prior to the proposed trip. In the case of overseas trips (eg New Zealand) at least three months notice should be given.

Branch Headquarters will forward the three copies to the Branch Headquarters of each State to be visited, who will:

- Forward one copy direct to the visiting group
- Return one copy to the visiting Group's Branch Headquarters
- Retain one copy for file

Special Note

Leader in Charge of the party where road transport by motor vehicle (whether private or commercial type) is involved have an obligation to make sure that the vehicle is suitable for the purpose and that insurance on the vehicle is adequate and covers full liability for passengers.

The visiting party is to carry this form, duly approved by the host Branch, during its visit.

Approval will not be given by the Branch for parties of Joeys, Cubs, Scouts, Venturers or Rovers to travel to a host Branch whilst a National event appropriate to their section is in progress.

Application Approval

This application is only approved on the understanding that the required standards and precautions have been met as required by National Policy or Branch Regulations and will be adhered to during the duration of the activity. Leaders are urged to be conversant and comply with the requirement for the activity as set out in the current issue of Safety Standards and Procedures.

Action by Host Branch

The host Branch, on receipt of this application, is requested to:

- Note the intended visit
- Arrange for the provision of facilities or assistance sought and advise the Leader in Charge of the party direct (South Australian Headquarters would appreciate receiving a copy of this advice)

Party Details

Group			District										
Leader in Charge of Party													
Name			Appointment										
Address			State										
Suburb			Postcode										
Home Phone		Work Phone		Mobile									
Email													
Other Leaders Accompanying Party													
Name			Appointment										
Name			Appointment										
Name			Appointment										
Numbers in Party													
Joeys		Cubs		Scouts		Venturers		Rovers		Leaders		Total	

Party Details – continued

Interstate City or Port of Arrival and Departure			
Arrival		Date	
Method		Time	
Departure		Date	
Method		Time	

Method of Travel during visit

Details of Accommodation desired in Scout Halls (if required)

<i>Where</i>	<i>Arrival Date</i>	<i>Departure Date</i>

Proposed Itinerary – attached extra sheets as required

DAY	DATE	DETAILS

Emergency Local Contact whilst Interstate

Name			Appointment	
Home Phone		Work Phone		Mobile

A copy of the Y4 or A4 form for each participant should remain with the above contact person in case of emergency.

Application Approval

Group Leader		Date	
District Commissioner		Date	
BC (Appropriate Section)		Date	
Branch HQ		Date	
Chief Commissioner		Date	

Application Noted by Host Branch			
Branch HQ		Date	