

## **Affiliated Bicycle User Groups – Application for Certificate of Currency**

### **1. Details of the Request**

Please supply full details of the party requesting the certificate of currency (i.e. council, land owner, landlord etc)

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Has this party requested they be listed as an interested party on the certificate? If yes please provide details including the complete name. (i.e. Sutherland Shire Council)

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If applicable please supply full details of the event including times and dates

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Have you signed a contract or agreement in relation to this event? If yes please attach a copy.

### **2. Risk Management Check-list**

If your request relates to a specific event or activity please complete the following checklist

Have the relevant authorities approved the event? (i.e. Police, Parks Authority etc)  Yes  No

Will a suitably trained first aid attendant be present for the duration of the event?  Yes  No

Do you have response plans in place should an emergency occur?  Yes  No

Have you assessed the risk of injury/death to participants and carried out reasonable steps to prevent this occurring?  Yes  No

Will participants sign a Disclaimer prior to participating in the event?  Yes  No

### **3. Certificate issue**

Bicycle User Group Name: \_\_\_\_\_

Your Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Your contact number: \_\_\_\_\_

Are you the president of the Bicycle User Group?  Yes  No

\*\* Please note we will only issue certificates of currency to the president of the BUG\*\*

Email address where the certificate is to be sent: \_\_\_\_\_

Please email this form to [info@cyclecover.com.au](mailto:info@cyclecover.com.au) or fax to 03 8862 2233