**Notification of an "Out of District" Event**

POR rule 9.1 requires the Commissioner to approve all activities within Scouting in their patch.

This form is required to be submitted to the District Commissioner (DC) for any event not requiring a Nights Away Notification that takes place outside of the District.

If the event does **not** require an Adventurous Activity or Shooting Permit **and** the Group Scout Leader (GSL) is **not** taking part, then this form may be submitted to the GSL instead of the DC.

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| Scout Group(s)/Explorer Scout Unit(s): | Enter Scout Group(s) or Explorer Unit(s) name(s) |
| Numbers attending in each section: | Beavers: No. of beavers  Cubs: No. of cubs  Scouts: No. of scouts  Explorers: No. of explorers  Network: No. of network members |

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| --- | --- | --- |
| Dates(s) of event: | From: Click or tap to enter a date | To: Click or tap to enter a date |

|  |  |
| --- | --- |
| Type of event: | Enter event details |

|  |  |
| --- | --- |
| Venue for event: | Enter venue details |

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| --- | --- |
| What activities are you doing? | Enter list of activities |

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| --- | --- |
| Person(s) in charge of activities and permits held (where appropriate): | Enter the names of the people in charge of activities and their relevant qualifications/permits |

|  |  |
| --- | --- |
| Have adequate Risk Assessments been written and shared with the relevant manager & adults in attendance? | -- Select -- |

|  |  |
| --- | --- |
| InTouch Details (please see [www.scouts.org.uk/intouch](http://www.scouts.org.uk/intouch) for information): | Enter InTouch details |

|  |  |
| --- | --- |
| Has the GSL been informed? | -- Select -- |

|  |  |
| --- | --- |
| Signed: | Enter name of person completing this form |
| Appointment: | Enter the role of person completing this form |
| Date: | Click or tap to enter a date |

*This form is to be submitted to the DC prior to event either by depositing in the DC’s pigeon hole at DHQ, by posting to DC's home address or emailing to* [*dc@greenfordscouts.org.uk*](mailto:dc@greenfordscouts.org.uk?subject=Out%20of%20District%20form)*.*