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Cleve Archers

Dear Sir/Madam,

Thank you for your enquiry about beginners' lessons with Cleve Archers. Cleve Archers was founded in 1960 to practice and promote the sport of Archery in accordance with the rules of the governing body for the sport, **The Grand National Archery Society (GNAS)**. The club is also affiliated to the regional organisation, **The Grand Western Archery Society (GWAS)**. Cleve Archers is wholly run by volunteers and is one of the largest clubs in the county (Gloucestershire Archery Society).

Our 6 week indoor **senior beginners' lessons** will run every Monday **from 26 April to 7 June 2010** at 6.30 pm to 8.00 pm at a cost of £60 for adults. The lessons will be held at 'Up Yonder', Bury Hill, Moorend, Hambrook, Bristol. They will be fully supervised by our coaches and all equipment will be provided (you will only need to bring yourself and a soft drink). It is advisable to wear suitable footwear (trainers etc) and a long sleeved close fitting top.

We strongly suggest that beginners **do not buy any equipment** until completion of the course. Archery equipment is expensive and highly individual. Our coaches will be able to advise you on the best equipment to buy.

At the end of the course you may choose to join the Club as a full member, subject to paying the full member subscription and affiliation fees. The current (2009/10) membership fees are:

Membership Type	Membership Fee	Affiliation Fee	Total payable
Adult Member:	£ 75.00	£ 45.00	£ 120.00
Couple	£ 140.00	£ 45.00	£ 230.00
Student	£ 62.00	£ 45.00	£ 107.00
Non-Shooting Associate	£ 10.00	£ 45.00	£ 55.00

The affiliation fee of £45.00 (for 09/10) is paid over to: GNAS, Gloucestershire Archery Society and GWAS. The fee to GNAS is for insurance, a copy of the quarterly Archery UK magazine and the running of the office at Lilleshall Sports Centre.

If you would like to apply for a place on the course, please read the attached notes and return your completed application form with a cheque **made payable to 'Cleve Archers'** and **send for my attention to the address above. Please indicate on the application form if you would like a receipt**, as these will only be issued when requested.

We look forward to seeing you.

Yours faithfully

Richard Jones
Coaching Organiser

Notes:

- As part of the coaching it may be necessary for some minor contact between the student and coach.
- It is the responsibility of the student to inform the club of any medical conditions which might affect them during archery sessions
- The use of video/photography equipment by students is permitted but must be recorded in the clubs logbook.
- Only club owned equipment will be used during lessons; the use of privately owned equipment is not permitted.
- Outdoor lessons - Although limited seating is available, it is recommended that students bring their own seating and refreshments.
- Outdoor lessons - As a general rule lessons are not affected by poor weather and will only be cancelled in cases of severe weather.

Refund policy:

- If an applicant wishes to cancel their place on the course a full refund will only be provided if a replacement applicant can be found before the course commences
- Once a course has started no refunds or credit will be granted unless lessons are cancelled by the course organisers.

Data Protection Act 1998

On submitting this form, your details will be held in a database maintained by Cleve Archers. The database will only be used for insurance purposes and the organising & running of the beginners' course. Cleve Archers will not pass your information to any other person or organisation without your consent, unless we have a legal obligation to do so. Any personal information you supply on this form will be handled in accordance with the Data Protection Act 1998 and will only be used for the above purposes. Your signature indicates your agreement to your details being held in the Club's database.

Application form to attend Cleve Archers Beginner's Course

(When completing this form please print)

Name: _____ **Date of Birth:** _____

Address: _____

_____ **Postcode:** _____

Tel No: _____

Email: _____

In case of emergency please contact (name & number): _____

Do you have any medical conditions that may need to be taken into consideration during coaching sessions? **YES/NO**

If 'Yes' please provide details*: _____

* Other than informing our coaches, this medical information will remain confidential.

If 'Yes' what course of action should be taken in an emergency? _____

Do you have any special requirements/needs (e.g. accessibility) during the course? **YES/NO**

If 'Yes' please provide details: _____

I will be attending Cleve Archers beginners lessons from 26 April to 7 June 2010 and enclose a cheque for £60. I have read and agree to the notes issued with this application form.

Signed: _____ **Date:** _____

A receipt will be provided by email where an address is supplied; if you require a hardcopy receipt, please tick this box.

If this course is a gift for someone else and you would like a gift voucher supplied and alternative correspondence used please provide details below:

Name: _____ **Date of Birth:** _____

Address: _____

_____ **Postcode:** _____

Tel No: _____

Email: _____