**Day Activity Notification**

This form provides the information a Commissioner needs to approve a day event to take place as per POR 9.2. Each group attending an activity (either a County, District or Group) will need to submit this information. For all activities, all of the information below should be with your District Commissioner (or appointee) SEVEN days before the activity . V2025

**Activity Leader & Membership No:**

**Phone:**

**Email:**

**Sections:**

**Group/Unit:**

**Activity:**

**Location Phone Number**

**Date of Event (dd/mm/yy)**

**Time from: Time to:**

**Number of Squirrels: Number of Beavers:**

**Number of Cubs: Number of Scouts:**

**Number of Explorers/Young Leaders: Number of Adults:**

**Names & Membership No. all of adults attending, not including the Activity Leader.**

**Type of Event:**

**Specialist Activities: - e.g those requiring permits:**

**InTouch in place?**

Yes/No\*

**GLV/DLV is aware of event?**

Yes/No\*

**One day activity form issued to parents?**

Yes/No\*

**Specialist permits valid?**

Yes/N0\*

**Please provide any further information, which you feel relevant to this notification:**

**Once the form is completed, please email the** DLV, paul.clare@merseysidescouts.com

**\*\*A risk assessment must be provided with this form\*\***