

HIGHWORTH & SWINDON WALKING CLUB

INCIDENT REPORT FORM

This form should be completed by a Club member as soon as possible after an incident (accident, medical event, or property damage). Please then give the form to the Club Chairman

Walk Leader or Event Organiser:

INCIDENT

Location, date and time:

What happened and what action was taken:

PERSON INJURED OR AFFECTED

Name & Address:

Additional information... e.g details of any injury, the treatment given and current condition (if known):

Please tick

Club member

Trial walker

Guest

ADDITIONAL INFORMATION, FOR EXAMPLE FROM A WITNESS

Name and home address:

Comments:

Person completing this form

Name & Address:

Signature:

Date: