

ONE TREE ISLAND BOOKING FORM
EDUCATION GROUPS

DATE OF ARRIVAL: DATE OF DEPARTURE:

1. TEAM LEADER CONTACT DETAILS:

Title:	First name:	Surname:
Address:		
Postcode:	Phone (W):	Phone (H):
Email:	Fax:	

2. TEAM STAFF MEMBERS' NAMES & POSITIONS:

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3. EDUCATION GROUP DETAILS:

Total number of students:.....
Course title and brief description:
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4. EDUCATION PERMIT DETAILS:

Permit No/s.:
Name of permit holder/s:
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5. PAYMENT DETAILS:

Please list separately, if not the same for each team member.

BILL TO BE PAID BY:		
Address:	Postcode:.....	
Phone:	Fax:	Email:

6. MEDICAL TRAVEL INSURANCE DETAILS:

Options

Details

A: Cover from your parent institution

Provide contact name, phone number and email

B: Private cover

Provide company name and policy number

C: No cover

Individual to meet own medical travel costs

Team member	Option	Details

7. MATERIALS REQUIRING SPECIAL HANDLING:

a) Chemical / Biological / Hazardous Materials: Please list

Note: All chemical / biological / hazardous materials which you bring to OTI must be removed by you on your departure.

b) Other Materials Requiring Special Handling: Please list

Eg. Bulky, heavy or fragile items

8. OTI EQUIPMENT & FACILITIES REQUIREMENTS:

a) Special Power Requirements:

Equipment	Power demand (V/A)	Anticipated use/day

b) Laboratory Space:

Work Area	Requirements
Wet tables	
Wet lab: light or dark lab	
Dry lab	
Bio lab	

c) Other

There is an assortment of miscellaneous materials on OTI available for use, eg second hand timber, floats, PVC pipe, etc. Please contact the managers to discuss available materials.

9. OTI STAFF REQUIREMENTS:

List details of any request for OTI staff participation in your team's program (subject to availability).

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10. BOATING & DIVING:

a) Boat/s Required:

Note: Any person wishing to drive a boat (or act as boat person/dive attendant) must bring an original Recreational Ship Master's Licence or higher certification with them to OTI.

Boat type	No. of days / hours per day	Driver
5.9m Pontoon Boat – Orcinus (Charter)		Manager only
3.9m Pontoon Boat – Seahorse / Seastar		
3.7m Flat bottomed Punt		Work platform only

b) Diving Authorisation:

Name of institution Dive Officer:
Phone: Fax: Email:
Team members authorised to dive by your Dive Officer:
<i>Please contact Kate Stuart, University of Sydney Dive Officer, for authorisation to dive at OTI prior to your arrival (k.stuart@unsw.edu.au)</i>

c) Areas of Operation:

Intended areas of Operation	No. of days / hours per day	Specific times or tides / any other details
1 st / 2 nd Lagoon		
3 rd Lagoon		
Reef Crest		
Outer Reef		
Reefs / Sites other than OTI (please list)		

d) Activities:

Intended Activities	Yes / No
Snorkelling	
SCUBA Diving	
Fishing (Permit only)	
Spear Fishing (Permit only)	
Reef Walking	