

NOTIFICATION OF PROPOSED OVERSEAS TOUR

THIS NOTIFICATION MUST BE COMPLETED AND SENT TO YOUR CONSTITUENT BODY NOT LESS THAN ONE MONTH PRIOR TO THE START OF THE PROPOSED TOUR. THE NOTIFICATION WILL THEN BE RETURNED TO THE TOURNAMENTS & COMPETITIONS DEPARTMENT, RUGBY FOOTBALL UNION, WHITTON ROAD, TWICKENHAM, TW2 7BA

Please note we will not accept "Organised by tour operator" as a response to any question.

1. (a) **NAME OF CLUB** *(or County if applicable)*

(b) **TOUR MANAGER** *(correspondence address)*

Name:

Address:

_____ Postcode _____

Tel Nos: (H) _____ (B) _____ (M) _____

E-mail Address _____

Position in Club/County _____

2. **CONSTITUENT BODY/COUNTY:** _____

3. **COUNTRY(IES) TO BE VISITED:** _____

4. **DATES OF PROPOSED TOUR** From: _____ to: _____

5. **HOST CLUB ACTING AS ORGANISER OVERSEAS**

6. **NAME OF HOST CONTACT:** _____

Address: _____

Tel Nos: (H) _____ (B) _____ (M) _____

Email Address: _____

(Please note, we will not accept UK tour operator details)

7. **MATCHES TO BE PLAYED**

Opposition	Date	Venue	Age Group
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_____	_____	_____	_____
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_____	_____	_____	_____
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_____	_____	_____	_____
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Age group(s) travelling: _____

8. COMPOSITION OF PARTY

No of Players: _____

Non-players (parents/supporters): _____

Staff/Coaching staff: _____ (CRB checked, where applicable)

9.

INSURANCE DETAILS

(a) I confirm that the RFU Travel Insurance Policy has been effected: YES / NO

(b) If Yes

Please state the Marsh Insurance policy number: _____

(c) If no

I **attach a copy of the Travel Insurance Policy** that has been effected for the proposed Tour

10. COUNTRY TO BE VISITED (HOST UNION) _____

NOTE: *The Union (Country) that you intend to tour may have different regulations (for example regulations relating to age-grades) and may also be trialing different law variations. It is therefore advisable to check these details with your host club prior to travelling.*

(a) I confirm that approval has been obtained from the Host Union (eg if you are playing in France you will require FFR approval).

(b) Name of Official giving permission _____

Official Position: _____

NB: Failure to obtain Host Union approval could result in your match being cancelled

11. DECLARATION ON BEHALF OF CLUB

I confirm that the Tour Manager has, where applicable, completed a risk assessment for this tour and received parental consent for each player (Ref: RFU Tour Guidelines). On behalf of the Club I can confirm that the committee fully endorses this tour application.

Signed: _____
Club Secretary or Chairman/President

Print name (capitals): _____

Date: _____

NB: This notification will NOT be valid without the endorsement of your Constituent Body

Constituent Body: _____

Signature of Hon Secretary: _____

Date: _____

NOTE: The RFU reserves the right to decline permission of the proposed tour if:

- a. The form is submitted late
- b. The form is incomplete
- c. The club has failed to submit a report for a previous tour
- d. The club is unable to confirm that it has taken out the required insurance