



Incident report form

Your contact details

Full name:

Contact number:

Email address:

Incident information

Date & time:

Venue:

Description:

Outcome:

Additional information

Relates to:

Names of people involved (e.g. crew members):

Detailed location:

Types of boats involved (if any):

Was anyone hurt?:

Were emergency services called? When and by who?:

Who treated any injuries? Where was it done?:

List any damage to equipment or property:

Names of coxswains, stroke seats, bow seats?:

Was a coach present, who? Were they supervising people involved?:

What lights were/were not on boats?:

Weather, light level and other environmental info:

Witnesses:

Are you uploading a drawing, photos or other document?:

Have you already notified a Committee member? Who? How?:

Are the people involved aware of this report submission?:

I declare this to be a true and accurate record of the incident:

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CLUB USE: RQId Safety Officer informed?:

CLUB USE: QLD Marine Incident Report required/submitted?:

CLUB USE: Follow up actions taken:

People involved

Full name:

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Email address:

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|-----------------------|-------------|----------|-----------------|---------|
| Role (please circle): | Complainant | Official | Person involved | Witness |
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