

New Zealand OUTDOORS INTENTIONS FORM

Safety is your responsibility so tell someone, it could save your life | www.adventuresmart.org.nz



OUTDOOR USER INSTRUCTIONS

- OUTDOORS USER(S) may select either of these options to complete your Outdoors Intentions details via a downloadable form.
- **Option 2a.** Download the form. Save to your system. Print form. Complete details by hand and give to your TRUSTED CONTACT.
- **Option 2b.** Download the form. Save to your system. Type directly into the form. Save file. Attach to an email and send to your TRUSTED CONTACT.
- None of the fields on the form are compulsory, but the more details you provide, the better the search and rescue agencies will be able to respond should the alert be raised.
- By using this form you agree to the terms and conditions.
- Whatever method you use, it is recommended that you check that your TRUSTED CONTACT has received your Outdoors Intentions prior to leaving on your trip.
- Remember to tell your Trusted Contact as soon as you have returned safely, to avoid unnecessary alarm and possible involvement from New Zealand Police.

For tips, advice and links to help keep you safe throughout your land, snow, water, boating and air activities in New Zealand, visit www.adventuresmart.org.nz



TRUSTED CONTACT INSTRUCTIONS

- You have been nominated as the TRUSTED CONTACT for the OUTDOORS USER listed below, so you can raise the alarm and contact the appropriate authorities if for any reason they do not return by the expected date and time below.
- At the 'expected date and time' below, immediately try and contact the 'OUTDOORS USER' directly, if you have not already heard from them.
- If unsuccessful try and contact other group members (if applicable).
- If unsuccessful wait 1 hour and then repeat the process of contacting the OUTDOORS USER and if applicable other group members. If unsuccessful and you are extremely concerned or bad weather has set in, go straight to contacting the New Zealand Police.
- If you are still unsuccessful in contacting the OUTDOORS USER or any members of the party, telephone 111 (or if outside New Zealand call +64 4 381 2000) ask for the Police and tell them you wish to report a missing person(s) who is on a trip in the outdoors and has not returned by the expected date and time. You will need to provide the Police with the information below.

EXPECTED DATE OF RETURN

DD / MM / YY

TIME

: AM
PM

WHAT ARE YOU DOING AND WHERE ARE YOU GOING?

Start Date: DD / MM / YY Time: : AM PM Activity:

Intended track/route/huts and alternatives:

Note: Always enter your progress and changes to plan in hut logbooks, even if you don't stay overnight.

OUTDOOR USER/LEADER DETAILS (Overseas visitors please include your passport number and your nationality.)

1	Family name: <input type="text"/>	Address or Passport Number & Nationality: <input type="text"/>
	First name: <input type="text"/>	
	Cell Number: <input type="text"/>	Medical Conditions & Medication: <input type="text"/>
	Home Phone: <input type="text"/>	

WHO ARE YOUR GROUP MEMBERS? (Overseas visitors please include your passport number and your nationality.)

2	Name: <input type="text"/>	Phone: <input type="text"/>	Medical Conditions & Medication: <input type="text"/>
	Address/Passport No./Nationality: <input type="text"/>		
3	Name: <input type="text"/>	Phone: <input type="text"/>	Medical Conditions & Medication: <input type="text"/>
	Address/Passport No./Nationality: <input type="text"/>		

ADDITIONAL GROUP MEMBERS? (Overseas visitors please include your passport number and your nationality.)

4

Name:

Phone:

Medical Conditions & Medication:

Address/Passport No./Nationality:

5

Name:

Phone:

Medical Conditions & Medication:

Address/Passport No./Nationality:

6

Name:

Phone:

Medical Conditions & Medication:

Address/Passport No./Nationality:

* If you need to add more group members, please download the additional group members form.

WHAT TYPE OF EMERGENCY EQUIPMENT ARE YOU CARRYING?

Wet weather gear and thermal clothing

GPS

First Aid Kit

Extra food

Survival Kit

Emergency Shelter

Personal Locator Beacon

Firearms (with spare emergency ammunition)

Satellite phone number:

Mountain Radio Call sign:

Other:

HOW ARE YOU TRAVELLING TO AND FROM THE AREA?

Type of vehicle etc. Please also include name of bus/rental car company, if applicable:

If you are leaving a vehicle in the area for your return, please provide details below:

Registration no:

Make and model:

Colour:

Parked at:

WHERE WILL YOU BE GOING AFTER LEAVING THE AREA?

e.g. name/address/telephone of accommodation:

Remember to tell your Trusted Contact as soon as you have returned safely.

Terms & Conditions

The Outdoors Intentions form is provided free of charge but without warrant or guarantee. 'OUTDOORS USER' refers to the person using the form to complete their Outdoors Intentions. 'TRUSTED CONTACT' refers to the person that the 'OUTDOORS USER' gives their Outdoors Intentions form to, whether it be via electronic or hard copy means. The process relies on the OUTDOORS USER providing correct and comprehensive information. No responsibility is accepted for users providing incorrect information, including incorrect email addresses. The process relies on the TRUSTED CONTACT receiving the information from the OUTDOORS USER and following the designated process as set out on the form. It is recommended that the OUTDOORS USER checks that their TRUSTED CONTACT has received the Outdoors Intentions (by whatever means chosen) prior to leaving on a trip. It is the responsibility of the OUTDOORS USER to ensure that the TRUSTED CONTACT they select is willing and able to respond and follow the process contained within the information they receive. No responsibility is accepted for the TRUSTED CONTACT not receiving the information or not following the correct process. The timeliness and accuracy of a search and rescue response depends somewhat on the quality, quantity and accuracy of the information that is provided by the OUTDOORS USER to the TRUSTED CONTACT and that the TRUSTED CONTACT follows the process correctly. No guarantee is given regarding search and rescue response. Internet and telecommunications providers do not guarantee uptime of their systems or delivery of electronic messages. Postal services do not guarantee timeframes of delivery of physical letters, parcels or packages. By using the Outdoors Intentions form you accept that you have read, understood and agree to the terms and conditions above.