

## Application and receipt for the use of the Swim England Hertfordshire Swiss Timing AOE kit

The .....(organisation) wish to apply for the use of the AOE kit for our Club Champs/Time trials/Open Meet/Other\* – please specify.....(separate request)

On the dates below

.....  
.....  
.....

We take responsibility to use the kit correctly within the terms and conditions which have been supplied to us. Every care will be taken of the kit and we will collect and return the kit from the County storage facility as arranged with the custodians.

The kit we will require; (delete if not required)

- a. A carry case comprising of the Quantum control unit
- b. A carry case comprising of the harness for eight stations, plus a spare and eight back-up buttons
- c. Cables and cable covering for public places\*\*
- d. A laptop bag comprising of a Dell laptop on which the software is loaded
- e. A touchpad trolley
- f. 10 touchpads - Stipulate the number required
- g. A4 Laser Printer
- h. Electrical connecting and safety equipment\*\*
- i. Conversion cable for a Colorado starter\*\*
- j. Scoreboard
- k. Strobes

We would prefer to collect the kit on .....

We would prefer to return the kit on .....

We will pay for the cost of borrowing the Swiss Timing AOE kit as per the schedule by BACS direct to the Swim England Hertfordshire bank account at sort-code 30-97-24 account number 07128220 referencing our four letter club code at least 7 days before collecting the kit. (Schedule of costs to be supplied on request)

We have read the conditions and accept them in total, accepting full responsibility for the safety in use and in the transporting of the kit.

Signed .....	Signed.....#
Printed name.....	Printed name.....
For and on behalf of .....	Swim England membership number .....
Chairman or Secretary*	Club member responsible for the kit
Received above .....# date .....	

\*delete as necessary      \*\*contained in plastic box      # should be same person

The storage unit is - Access Safe Storage, Gunnels Wood Rd, Stevenage SG1 2GR

The AOE pad trolley with the pads on it is 200cm long; 130cm high and 80cm deep, and there is a padded cover over the pads.

The scoreboard is 140 long; 190cm high and 75cm deep and again it has a padded cover.

Both have zips for ease of use.

It is essential that the covers are over the kit when being transported and when stored. Of course everything must be dry when being stored. There is a towel in the kit to facilitate that, but the towel needs to be washed and dried before it is stored as well.

The measurements are there so that you have an idea of the size of vehicle required to transport the kit safely. It is all very heavy, and ideally a team of four is required to move everything; two can do it, but be careful.

Contacts for hire of the kit and access to the unit is through the email address [aoe@swimherts.org](mailto:aoe@swimherts.org)

The contacts are - Louise Hughes; Ian Mackenzie; Bryan Thompson

Please return the completed application to [aoe@swimherts.org](mailto:aoe@swimherts.org) confirmation of accepted booking will be made within 14 days.

**Office Use;**

Calendar marked -       Finance Manager advised -       Invoice issued -