



DOCUMENT RETURNS

RIDE NAME		DATE	
SECRETARY			
ADDRESS PHONE NO.			
<p>Forward this form and the following forms within 7 days of the ride to WAERA Treasurer (see WAERA SMC Contact List for contact details).</p>			

RIDE FORMS TO BE RETURNED:

Document	Original/ Copy	Attached? Y / N	Comments (if document not attached, where is it/who has it?)
WAERA Ride Trailer Checklist	Copy		
Events Safety Checklist	Original		
Weigh-in Sheet	Original		
Time Sheet	Original		
Day Membership Register	Original		
Volunteer Registration Form	Original		
Master Ride Sheet-Endurance (if used)	Original		
Master Ride sheet-Training (if used)	Original		
Master Ride Sheet-Social (if used)	Original		
Invasive Treatment Report–Vet (if any)	Original		Chief Steward to forward to CS Liaison
Invasive Treatment Rept–Rider (if any)	Original		Chief Steward to forward to CS Liaison
Rest Order Forms (if any) (3 rd copy – rider)	1 st + 2 nd copy		Chief Steward to forward to CS Liaison
Personal Accident Report Form (if any)	Original		Chief Steward to forward to CS Liaison
Chief Steward Ride Report	Original		Chief Steward to forward to CS Liaison

Please check thoroughly that all the forms are attached, and return all forms promptly, as any delay may cause undue stress for some members.

Date ___ / ___ / _____

Signature _____