



About the Sign-in sheet for APCNZ events

The attached Sign-in sheet is used:

- to record details of those attending the event. This information is primarily collected to comply with the conditions of All Points' liability insurance. It also enables the host to contact attendees if they are offsite or to follow up with issues (like lost property) after the event.
- at events where the APCNZ host collects event fees, to provide a record of the fees paid (shaded boxes)
- if needed, to record any incidents of concern that occur at the event.

The information on the Sign-in sheet will not be used for any purposes other than those listed above.

When signing people in, please remind them to ask permission before posting people's photos on social media. In particular, no photos of children should be shared or posted on social media without their parents' permission. Also, draw their attention to the attached expectations at All Points Camps, in particular those relating to pets.

The boxes below are for recording of any incidents of concern that occur during the event. Please also indicate whether any follow-up action is needed by the Club.

Date and time	Description of incident	Action taken and/or needed

After the event, please send all completed sheets to the Club Secretary at secretary@allpointscampingnz.org.

Expectations for those attending All Points Camps



The All Points Camping Club of NZ is a family-friendly inclusive organisation and all of those attending Club camps are expected to behave in a way that reflects these values.

We ask those attending All Points camps to be respectful of other campers and the facilities they are using.

In particular, we ask that you:

- don't arrive at the camp before the advertised time (unless this is pre-arranged)
- adhere to New Zealand laws and any local bylaws
- follow the rules of the venue (such as those about dogs and smoking)
- be respectful of your neighbours. Avoid using bad language, being noisy, playing music loudly or behaving inappropriately. Violent behaviour, either verbal or physical, will not be tolerated
- keep facilities clean and tidy and report any damage
- only empty black waste or toilet cassettes at identified dump stations
- clean your site before you leave. Dispose of rubbish in bins provided or take it with you.

Animals at events

The following rules apply to ALL dogs at ALL events. Owners must always:

- ensure their dogs are on a leash and under control at all times
- clean up after their dog
- ensure their dog is not causing a nuisance at any time. This includes not taking dogs into buildings at the event venue, or to communal gatherings like social hours or morning teas. Not all club members are comfortable around dogs or want to socialise with other people's dogs and some have allergies to pets.

The same rules apply to other animals (eg, cats) at events.