



Bytown Brigantine Tall Ships Adventure 2019 Application Form

HOW TO APPLY

Online: <http://www.tallshipsadventure.org> | **By email:** registrar@tallshipsadventure.org

By Fax: (613) 829 7296

In Person: 2700 Queensview Drive, Ottawa ON K2B 8H6

Participant Information:

Last Name: _____ First Name: _____
Address: _____
City: _____ Prov./State: _____ Postal/Zip: _____
Home Phone: _____ Cell Phone: _____
Email Address: _____
Citizenship: _____ Passport Number (required for US port): _____
Gender: M / F _____ Date of Birth (YYYY-MM-DD): _____

Have you previously participated in Bytown Brigantine Inc. summer programmes? **Y / N**

If yes, indicate year: 20____

Have you completed any of the Bytown Brigantine Inc. crew performance levels? **Y / N**

(If yes, indicate highest level & year) Deckhand Ordinary Seaman Leading Seaman Petty Officer Year: 20____

How did you hear about Bytown Brigantine Tall Ships Adventure?

Online: tallshipsadventure.org Online: Our Kids/Camps.ca Online: Google Facebook Doors Open
 Ottawa Camp Guide Friend/Family Saw the boat in the water Previous participant

Other: _____

Emergency Contact 1:

Last Name: _____
First Name: _____
Relationship to Participant: _____
Address: _____
City: _____ Prov: _____ Postal Code: _____
Home Phone: _____
Work Phone: _____ Cell: _____
Email Address: _____

Emergency Contact 2:

Last Name: _____
First Name: _____
Relationship to Participant: _____
Address: _____
City: _____ Prov: _____ Postal Code: _____
Home Phone: _____
Work Phone: _____ Cell: _____
Email Address: _____

Important Information

A. Drop Off & Pick Up

All Voyages start and finish times will vary depending on the port. Please consult with the office if travel considerations necessitate early/late arrivals. Arrival times back in port cannot be guaranteed due to weather and other circumstances, but we will do our best to stay on schedule. The earlier people apply, the better we can arrange for carpooling.

B. Sleeping Accommodations

Bunks aboard the ship sleep all crew and trainees. All participants share this common sleeping facility. This arrangement demands that all trainees respect each other's privacy and security. Violations of this behavioural standard will result in immediate dismissal from the programme. Proper sleeping attire is required. Change rooms are available and must be used.

C. Payment

In addition to the application form, full payment is required via online registration: www.tallshipsadventure.org/courses

Health & Medical Waiver – Participant Contract

Bytown Brigantine Inc. sail training programmes, although adventurous and exciting, are delivered in high-risk environments where weather, sea conditions and special equipment demand that participants are willing to live and to work under personally challenging conditions. Accordingly, participants must be psychologically and physically prepared to handle life in close quarters (up to 10 people per cabin), to endure the constant movement of the ship while underway and to work aloft, if willing, in the ship’s rigging to heights of more than 6 metres (20 feet) above the deck.

Bytown Brigantine Inc. sail training programs operate in remote areas that may not be immediately accessible to emergency medical services. There are no doctors or nurses employed on either ship or in any BBI program. Crew members are trained in first aid and CPR. In cases of prolonged seasickness, Gravol™ may be administered by the captain, the program leader, or first aid officer. If it appears for any reason that a participant is unable to actively perform duties in an alert and safe manner, the participant, at the captain’s discretion, will be asked to stand down.

Last Name: _____ First Name: _____
 OHIP / RAMQ #: _____ Prov. of _____
 Issue: _____

Physical, Psychological, Emotional and Social Health Questions (circle Y for Yes, circle N for No)

- | | | | |
|---|---|---|---|
| 1. | Do you have any conditions that prevent you from climbing aloft?..... | Y | N |
| 2. | Do you have any conditions that prevent you from living with other people in a confined space?..... | Y | N |
| 3. | Do you have allergies?..... | Y | N |
| 4. | Do you have any dietary restrictions?..... | Y | N |
| Food is prepared communally and strict dietary needs cannot be accommodated. | | | |
| 5. | Have you had surgery, injuries or been hospitalized?..... | Y | N |
| 6. | Have you ever had recurrent or chronic illnesses?..... | Y | N |
| 7. | Have you had a recent infectious disease?..... | Y | N |
| 8. | Have you had asthma or other respiratory issues?..... | Y | N |
| 9. | Have you had headaches, seizures, fainting or dizziness?..... | Y | N |
| 10. | Have you had sleeping or sleepwalking problems?..... | Y | N |
| 11. | Do you wear glasses, contact lenses?..... | Y | N |
| 12. | Can you swim 400 metres (440 yards) and tread water for 20 minutes?..... | Y | N |
| By answering “NO” you acknowledge that you may be required to wear a lifejacket while on deck either Fair Jeanne or Black Jack. | | | |
| 13. | Are you taking medications?..... | Y | N |
| The use of medication may include side effects that could potentially jeopardize the safety of the participant and the ship’s company. All medication must be in original containers. Please note that some medications may increase the risk of sunburn: please be sure to use appropriate SPF sunscreen. | | | |
| 14. | Do you have any conditions that would affect or limit your full participation in our programs?..... | Y | N |

Please explain all “YES” answers from questions above in the space below, noting the number of the question(s):

By signing below you understand and accept the conditions and environment in which the Bytown Brigantine Inc. Sail Training Programmes are run. To the best of your knowledge you/the participant are fully capable of dealing with the psychological and physical challenges our sail training programs present. In addition, you/the participant attest that this health history is correct and accurately reflects your health status. You/the participant also understand that the information on this form will be shared on a “need to know” basis with Bytown Brigantine staff and give permission for this form to be photocopied.

Signature of Participant: _____ Date: _____

Terms & Conditions

- Upon receipt of the fully completed Application Form, including the two-page Health/Medical Waiver form and your deposit, your reservation will be confirmed/booked.
- Bytown Brigantine Inc. reserves the right to alter fees, sailing schedules, and programs without refund.
- Bytown Brigantine Inc. reserves the right to cancel programs and, in such cases, issue refunds on a per diem service basis.
- Bytown Brigantine Inc. is not responsible for damaged, lost or stolen property.
- Individuals other than Canadian residents or citizens may be subject to a 30% surcharge on all prices.
- Bytown Brigantine Inc. does not guarantee departure and arrival times and will not be responsible for any costs or inconveniences resulting from such changes. Itineraries and schedules may be affected by any one or combination of weather, safety management and/or equipment failure. Any change in the published departure information will be issued by Bytown Brigantine no less than 48 hours prior to boarding.
- Participants are responsible for all travel arrangements to and from the vessel or program location. Travel and supplementary medical insurance are recommended.
- Participants registered aboard the Fair Jeanne are responsible for bringing all required travel documents. This includes: a valid passport and/or, if not a Canadian resident, a valid visa for travel in the United States or Canada. In the event that entry to a foreign port is refused by Customs and Border Security Agents, the participant will be responsible for the cost of his or her return home.
- Participants are required to bring gear specified in the "gear list" (See standing Orders # 217) available via a link on our website and, without fail, proper footwear, flashlight, and wet weather gear.
- Participants must bring only those items on the "gear list" and acknowledge that for safety, security and customs requirements, gear is subject to search by the Captain, Program Leader or CBS Agents. Searches, as required, shall be witnessed by two members of the Ships' Company.
- **Privacy Policy Statement.** Bytown Brigantine Inc. is a federally registered Charitable Foundation incorporated by letters patent in the Province of Ontario. Bytown Brigantine Inc. respects your privacy. We collect and use your personal information primarily for the purpose of providing you with the products and services you have requested from us. We protect your personal information and adhere to all legislative requirements with respect to protecting privacy. We do not rent, sell or trade our mailing lists. The information that you provide will be used to allow us to conduct our programs safely and to continually improve our service offerings such as those you have requested of us. A copy of our privacy policy is available at 2700 Queensview Drive, Ottawa, Ontario, K2B 8H6.
- **Payment.** Cheque, Cash, Debit Card, Visa or MasterCard are accepted.
- **Refund Policy.** Cancellations must be made at least 30 days before the voyage /camp is scheduled to start in order to qualify for a full refund (less the deposit). For cancellations made less than 30 days before the voyage /camp begins, there will be no refund. Cancellations resulting from medical or extraordinary reasons may be covered by insurance; however, such insurance coverage is at the sole discretion and is the sole responsibility of the participant.
- **Dismissal:** Participants acknowledge herewith that they have read, understood, agree to and will adhere to the Bytown Brigantine Standing Orders. Failure to comply with standing orders may result in dismissal without recourse or refund. More specifically, and as per standing orders 204 through 208, any participant found to have used, abused, acquired, distributed or facilitated the consumption of illegal substances, cannabis, alcohol or engaged in the abusive consumption of medication or the deliberate and outright violation of a safety rule or if irresponsibly presenting a safety risk, shall be summarily dismissed from the program. Such dismissal shall be without refund or compensation. The cost of returning home from the point of violation shall be borne by the participant and/or his or her family.

I/We have read, understood and agree to comply with the above terms and conditions.

Name of Participant (Print): _____ Signature: **X** _____ Date: _____

Payment Method:

Card No. _____

MasterCard Name on Card: _____ Expiry: _____ CVD: _____

VISA Please apply the following charge to my credit card immediately: 20% deposit Payment in Full

Cheque/Cash

Payment previously made online

Acknowledgement, Release, Undertaking & Indemnity Form

Vessels and Facilities

WHEREAS the training vessels (tall ships) the "Black Jack" owned by S.V. Black Jack Holdings Inc., a company incorporated under the laws of the Province of Ontario, and the "Fair Jeanne" owned by S.V. Fair Jeanne Holdings Inc., a company incorporated under the laws of the Province of Ontario, are leased to Bytown Brigantine Inc., the owners of the vessels are not involved with, connected with nor responsible for any undertaking or programme run by Bytown Brigantine Inc. Initials: **X**

AND WHEREAS the islands in the Ottawa River where some land programming takes place, to wit: "Alexandria Island", owned by Metcalfe Realty company Limited and "Simcoe Island" owned by Simon Arthur Farrell Fuller and Lynn Elizabeth Welch Fuller (directors and officers of Bytown Brigantine Inc.) said islands being leased to Bytown Brigantine Inc., the owners of the islands are not responsible for any undertaking or programme run by Bytown Brigantine Inc. Initials: **X**

AND WHEREAS in order to participate in some of the programmes of Bytown Brigantine Inc., it will be or may be necessary for the crew or participants to enter onto the lands and buildings of Tall Ships Landing Developments (a division of Metcalfe Realty Company Limited) and Fuller Marine Services both in the City of Brockville, in the Province of Ontario, which are not responsible for any undertaking or programme run by Bytown Brigantine, Inc. Initials: **X**

AND WHEREAS Bytown Brigantine Inc. runs risk inherent and challenging training programme(s), on land and at sea, for the purpose of providing participants with the opportunity to develop leadership, independence, responsibility and self-reliance, through, sailing, camping, winter programmes and field trips. The programme training to take place on board tall ships and other water craft supplied by Bytown Brigantine Inc., as well as on land at Britannia Yacht Club Inc., the offices of Fuller companies in the City of Ottawa, Tall Ships Landing Developments (a division of Metcalfe Realty Company Limited) and Fuller Marine Services both in the City of Brockville. The vessel training (tall ships) to take place on the upper Ottawa River, the St. Lawrence River, the Great Lakes and other bodies of water from time to time, subject to the programme in which the trainee is entered. Initials **X**

Participation by Crew & Trainees

AND WHEREAS in compliance with Transport Canada Standard Regulations for the operation of sail training vessels, I hereby agree contractually to serve aboard the vessel as a trainee or member of the crew specifically for the purpose of participating in this sail training programme and acknowledge that I will not consider myself to be a regular passenger at any time and acknowledge that the vessels utilized in the programmes are inspected as passenger vessels to which the safety convention does not apply and that exceeds 15 tons gross tonnage or carries more than 12 passengers. Initials: **X**

AND WHEREAS Bytown Brigantine's "Black Jack" and "Fair Jeanne" are working vessels, therefore at all times, full participation is expected from the crew, "trainees," volunteers and staff alike. All duties must be carried out in seamanlike fashion. As crew, "trainees" are of both genders, and accordingly, all persons engaged in our programmes must behave within the boundaries prescribed by Canadian law and proper social convention. Initials: **X**

AND WHEREAS the undersigned recognizes by its very nature that climbing aloft, working onboard a brigantine or actively participating in a sail training programme involves inherent risks and can be dangerous. Initials: **X**

Medical Facilities

AND WHEREAS inasmuch as the vessels or program activities are not within reach of medical facilities for extended periods of time, there are no medical professionals, i.e. doctors or nurses, aboard the vessels or islands or on call to any of the programs, Bytown Brigantine Inc. will not be held responsible for any medical situations requiring immediate medical attention. Participants are responsible for the cost of prescription medications and any medical bills. Initials: **X**

Shore Leave

AND WHEREAS inasmuch as the "Fair Jeanne" and "Black Jack," whilst in port, grant participants shore leave and inasmuch as participants under the

age of 18 are released in safety groups (buddies) of two or more, Bytown Brigantine Inc. does not supervise shore leave and is not responsible for the well-being of participants while they are on shore leave. All participants are responsible for reporting back to the ship at the designated time as specified by the Captain and/or their Watch Officer. Initials: **X**

Photographs

AND WHEREAS I/WE also agree that my/our name and picture taken while taking part in the program may be used in any promotion or publication associated with Bytown Brigantine Inc. Initials: **X**

Bytown Brigantine Inc. Standing Orders & Terms and Conditions

AND WHEREAS I/We have read and agree to abide by Bytown Brigantine Inc.'s Standing Orders sections 1 & 2 and the Terms & Conditions as outlined in the Application Package, I/We acknowledge that failure to abide by any one of these orders, in specified cases will, and other cases may, result in my dismissal from the programme, including the forfeiture of my fees and all costs associated with my return home. Initials: **X**

NOW THEREFORE THIS ACKNOWLEDGMENT, RELEASE, UNDERTAKING AND INDEMNITY AGREEMENT WITNESSETH THAT:

(1) I, _____, over the age of 18 years, in consideration of being allowed to participate in the programs run by Bytown Brigantine Inc.,

(a) Do acknowledge all of the above.

(b) Hereby release, acquit, discharge and agree to hold harmless and to indemnify the said Bytown Brigantine Inc. (its board of directors, agents, employees and staff), S.V. Black Jack Holdings Inc., S.V. Fair Jeanne Holdings Inc., Metcalfe Realty Company Limited, Fuller Marine Services, Simon Arthur Farrell Fuller, Lynn Elizabeth Welch Fuller, and Britannia Yacht Club Inc., their heirs, executors, administrators, successors and assigns of and from any and all actions, causes of actions, claims, demands, costs, loss of services, expenses and compensation, on account of or in any way growing out of any and all known personal injuries, losses and property damage and any personal injuries, losses and property damage not now known or anticipated which may later develop or be discovered including all the effects and consequences thereof which I personally, or the above mentioned minor, our heirs, executors, administrators and assigns may sustain as a result of our participation in any programs run by Bytown Brigantine Inc.

(c) Do hereby further promise and agree to bind myself or ourselves jointly and severally, our heirs, executors, administrators and assigns to indemnify and hold harmless and repay to Bytown Brigantine Inc. (its board of directors, agents, employees and staff), S.V. Black Jack Holdings Inc., S.V. Fair Jeanne Holdings Inc., Metcalfe Realty Company Limited, Fuller Marine Services, Simon Arthur Farrell Fuller, Lynn Elizabeth Welch Fuller, and Britannia Yacht Club Inc., their heirs, executors, administrators, successors and assigns any sum of money that they or any of them may hereafter be compelled to pay to any person or persons because of injuries, losses or damages sustained by me or as the case may be the said minor as a result of participating in any program run by the Bytown Brigantine Inc. The personal information contained in this form is collected by Bytown Brigantine Inc (BBI), solely for the purposes of registering you for BBI programmes and/or activities. We will always respect your privacy and welcome your questions, comments, and concerns. To access or correct the personal information that we retain about you may contact us at 613-596-6258.

I/WE HEREBY UNDERSTAND AND WILL ABIDE BY THIS ENTIRE DOCUMENT WHICH INCLUDES THIS APPLICATION AND PARTICIPATION FORM.

DATED THIS _____ DAY OF _____, 20_____.

X _____
Name of Participant (Please print clearly)

X _____
Signature of Participant (Date of Birth : _____)