

New South Wales Kite Boarding Association Incident Reporting Form

Please fill out as many details as possible and return to NSWKBA, we will contact you as soon as possible to discuss the incident

All personal details will be kept confidential, the aim of this form is to improve safety, not to apportion blame.

Email form to: info@nswkba.com.au

Post to: PO Box 57, Dee Why, NSW 2099

Date of incident _____

Time of incident _____

Person filling out form

Person A	Name	Status (Kiter/Injured/ Witness/Lifeguard etc)	Address	State	Postcode
	Phone	Email	Kite (Brand/Model/Size/Colour)	Board (Brand/model/colour/size)	

Other People involved

Person B	Name	Status (Kiter/Injured/ Witness/Lifeguard etc)	Address	State	Postcode
	Phone	Email	Kite (Brand/Model/Size/Colour)	Board (Brand/model/colour/size)	
Person C	Name	Status (Kiter/Injured/ Witness/Lifeguard etc)	Address	State	Postcode
	Phone	Email	Kite (Brand/Model/Size/Colour)	Board (Brand/model/colour/size)	
Person D	Name	Status (Kiter/Injured/ Witness/Lifeguard etc)	Address	State	Postcode
	Phone	Email	Kite (Brand/Model/Size/Colour)	Board (Brand/model/colour/size)	
Person E	Name	Status (Kiter/Injured/ Witness/Lifeguard etc)	Address	State	Postcode
	Phone	Email	Kite (Brand/Model/Size/Colour)	Board (Brand/model/colour/size)	
Person F	Name	Status (Kiter/Injured/ Witness/Lifeguard etc)	Address	State	Postcode
	Phone	Email	Kite (Brand/Model/Size/Colour)	Board (Brand/model/colour/size)	

Location of Incident

Beach/Lake/Park Name (be descriptive as necessary)	Address (Nearest Road)	State	Postcode

What happened (in words, use Person A, B etc to describe who did what)

(Include injuries, near misses, damage to property etc)

Diagram of what happened (use Person A, B etc and Kite A, B etc to show what happened)

(Use a series of pictures if necessary)

Actions being taken by other Parties (Is there anyone/organisation that NSWKBA should contact in regard to this incident?)

Interested Party A	Name	Organisation	Address	State	Postcode
	Phone	Email			
Interested Party B	Name	Organisation	Address	State	Postcode
	Phone	Email			

Suggestions to avoid incident recurrence

Do you have any recommendations?