Wilmington Rowing Center **File No.** .....

Incident Report

For any on- or-off water incident that resulted in personal injury and/or damage to WRC property (excluding routine replacement of lost nuts, skegs, etc.). Please add additional pages, sketches, and pictures if needed.

This form can be obtained from the WRC website, or by emailing Hans Mueller at hanskmueller@hotmail.com

Complete an electronic copy of this report and email it to:

Debbie Mellor, Safety Chair, debmell@aol.com
Hans Mueller, Equipment Chair, hanskmueller@hotmail.com and
Fran Mulshnock, Secretary, mulshnck@msn.com

A paper copy will be filed in the boathouse within two days of incident by the Front Desk Assistant and an e-copy filed in the Board Yahoo e-Group for central filing.
In case of questions or for quick equipment response e-mail hanskmueller@hotmail.com

Date & Time of Incident:.....
Location of Incident:.....

Names of people directly involved:.....
.....
Names of witnesses, responders:.....

Description of incident (include weather, water, traffic, other contributing factors):
.....
.....
.....
.....

Did incident result in personal injury? Yes No
If yes, describe injury and follow-up:
.....
.....
.....

Did incident result in property damage? Yes No
If yes, name property/boat and describe damage:.....
.....
.....

Follow-up actions / remedial actions required? Yes No
If yes, please describe:
.....
.....
.....

Report prepared by:..... **Contact information**:.....
Signature:..... **Date**:.....