UK Skydiving Adventures Ltd
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Hello there

Thanks very much for choosing Douglas Macmillan Hospice as the charity you wish to raise money for. It is now very popular for people to do something quite out of the ordinary such as jumping from a perfectly good aeroplane to raise money for a worthwhile cause. Skydiving is considered an extreme sport, not something for the faint hearted and so worthy of you asking your friends and family to sponsor you!

The information pack should answer all of your questions, however if you still have any queries, please do not hesitate to contact us. We are professional skydivers and instructors and have a good knowledge of all of the listed centres and courses provided. You can phone us on 01869 278706 Monday – Friday from 9am – 6pm.

Charity Skydive in aid of Douglas Macmillan Hospice

The Hospice is the only adult Hospice for the people of **North Staffordshire** and surrounding villages. There were established in 1973 and have grown over the years not only in size but also in the range and amount of care services available for local people.

Their consultant led multi-disciplinary clinical team provide specialist palliative care for people facing cancer and other life-limiting illnesses; and help and support for their families and carers.

They do not charge for the care and help they provide, they rely on voluntary donations and some statutory funding to meet their running and development costs. They have no association with any other organisation, even those national charities who share a similar name. Their ability to meet the needs of the community they serve is very dependent on the support of local people, groups, businesses and organisations.

Their team of nurses, doctors, healthcare assistants, volunteers, chaplains, social workers, therapists, and support staff care for all the needs of their patients facing a terminal illness: physical, emotional, social and spiritual. Together they aim to help patients both at home and in the Hospice to achieve the very best quality of life, whatever their life expectancy, days, weeks or months.

How do you book your Charity Skydive?

- Read the information enclosed within this pack. If you are not sure which is the correct course for you, call us and we will be able to talk you through what is involved and help you make the right decision.
- Choose the centre you wish to go to – see list of locations, prices & fundraising targets in our Fundraising Targets document available from our website or email us at info@ukskydivingadventures.com and we will send one to you.
- Then follow the instructions given in this pack under “Getting Started”
- On receipt of booking we will send you your confirmation documents and fundraising materials.

On behalf of Douglas Macmillan Hospice and UK Skydiving Adventures we would like to thank you for your support.

We hope you have a fantastic exhilarating day!

Claire “Sparky” Scott

Which skydiving course should I choose?

There are 3 different skydiving courses available which are detailed below:

Tandem Skydive

A Tandem Skydive is the quickest and easiest way to experience the exhilaration of being in freefall! Strapped to a highly qualified tandem instructor you will jump from 10,000 – 12,000 feet falling at speeds of around 120mph before your parachute is deployed for you to enjoy the views as you float back to the ground. No previous experience is necessary and it takes just one day to be trained and to make the jump!

Static Line Parachute Jump

If making a parachute jump is on your to do list and you want the added satisfaction of doing it on your own, then after completing the RAPS (Ram Air Parachute System) course, you can be jumping solo from 3,500 feet using an advanced modern rectangular parachute. Your parachute is opened automatically by the static line, but then it is up to you land it! No previous experience is necessary and it takes just 6 hours of training to prepare you for your first solo parachute jump!

Accelerated Freefall Skydive – Level 1

The Accelerated Free Fall Course (AFF) is a fast track training programme that can take you from a complete beginner to a fully qualified skydiver. It is split into 8 levels and is aimed at those people who are keen to make skydiving their new sport.

On your Level 1 skydive you are accompanied by 2 instructors and get to experience the thrill of free fall from 12,000 feet before deploying your own parachute to navigate your way back to the ground SOLO!

If you were to continue, in just 8 jumps you could be enjoying skydives on your own and on your way to gaining your British Parachute Association (BPA) A license!

Choose from 2 options to raise money:

Option A:

It is common practice for fundraisers to use some of the sponsorship money raised to pay a portion or the total cost of their jump. The level of sponsorship required will vary for each centre depending on the cost of the course however by raising at least double the price of your jump, you will satisfy the charity's expectations. For a list of fundraising targets for each centre, please refer to our Fundraising Targets document which can be downloaded from the Downloads Page on our website, or email us at info@ukskydivingadventures.com

E.g. if a Tandem Skydive at your chosen centre is £250, you will need to raise at least £500 in sponsorship money, so that £250 covers the cost of your skydive with the remaining £250 or more going to charity.

If you raise less than expected, don't worry you can still jump. The amount raised is divided in half. i.e. if you only raise £300, £150 would be donated to your charity and £150 would go towards the cost of your skydive with you making up the shortfall required by the centre on the day from your own pocket. This ensures that a minimum of 50% of what is raised goes to the charity.

Please note that whilst you jump for free if you raise the minimum sponsorship money, it isn't truly a free jump, as part of the money covers the course cost. Whilst this is considered to be acceptable as skydiving is considered to be more challenging than some more traditional fundraising events, please bear this in mind making every effort to raise more than the amount required to help your chosen charity.

Please also note that if you chose to have your skydive videoed (Tandem & AFF Level 1), you cannot claim this cost back from your sponsorship money.

Option B:

Why not still raise money for charity, whilst also paying for the jump yourself? Despite it now being accepted for charities to pay for people to skydive for charity in return for a donation that they wouldn't have normally received, what would be even more fantastic is for all of the sponsorship money raised to be donated to your charity!

Locations, Prices and Fundraising Targets

For a list of locations, prices and fundraising targets, please refer to our Fundraising Targets document which can be downloaded from the Downloads Page on our website, or go to our Prices Page on our website, or email us at info@ukskydivingadventures.com

Weight Restrictions

There are weight limits for each course at each centre. They do vary, so please check the weight limits at your chosen centre before booking your course. More information can be found on our website.

All weights limits refer to you being fully clothed with shoes and no you can't wear flip flops! It is very important from a safety perspective that you abide by the limits for your chosen course and centre.

The limits do vary from centre to centre depending on the size of parachutes they have available. In the case of tandem skydives, the limits may also vary based on the size of instructors available as it is the combined weight of instructor and tandem student that determines whether it is safe to jump.

Most centres will also use a Body Mass Index (BMI) chart to help them make their decision. On some occasions, people who are within the weight limit may still be refused if their weight is not proportionate to their height. Please check with us before booking if you have any doubts.

Please refer to our Weight Limits document which lists the weight limits for each centre. This can be downloaded from the Downloads Page on our website, or email us at info@ukskydivingadventures.com

Age Restrictions

Type of jump	Min Age	Max Age	Fitness requirements
Tandem	16 yrs Parent / guardian consent needed if under 18 yrs	No upper age limit	Fitness level less important. The relevant BPA Medical Form (115a or 115b) must be completed.
Static Line / AFF	16 yrs Parent / guardian consent needed if under 18 yrs	54 years unless previous parachuting experience. Centre discretion	Reasonable level of fitness will increase enjoyment of course. A doctor's signature is required on the BPA Medical Form if aged 40 years or over, or if suffering from a medical condition regardless of age.

Getting started:

Raising money online:

- Decide on a location and 2 preferred dates and then book your place either via the on line booking form or alternatively you can complete the booking form included in this pack and send to us, or book your place on the phone.
- A non – refundable deposit is required to confirm your place on a course which will vary from centre to centre and course to course – see Fundraising Targets document or check our Prices Page on our website. If you have chosen Option A, this deposit will be reimbursed by UK Skydiving Adventures Ltd when you have reached your fundraising target.
- On receipt of your confirmation documents, follow the instructions for setting up an Everyclick page very carefully and set up a fundraising account. Then send the link for your fundraising page to all your family, friends and work colleagues.
- If you selected option A and have raised the minimum sponsorship, UK Skydiving Adventures Ltd will be responsible for paying the centre the remaining balance for the skydive as well as sending the charity their portion of the money and reimbursing you your deposit.
- We will monitor your online fundraising totals closely and will communicate the need for you to fund part of your remaining course fee should you not reach your fundraising target.
- If you also want to use sponsorship forms, please ensure that you edit your fundraising page regularly to show your offline total so that we can take it into account when checking to see if you have met your target.
- If you have chosen option B, you will be expected to pay the remaining balance to the centre on the day of your jump.

Raising money offline:

- Book your skydive using the same process as described above.
- On receipt of booking we will send you your sponsorship forms and poster to advertise your skydive.
- On the day of your jump you will be expected to pay the remaining balance to the centre.
- If you selected option A and have raised the minimum sponsorship, you can retain a portion of the money to reimburse you for the deposit and course fee.
- If you haven't raised the minimum, divide the amount in half, using half to reimburse you for part of the course, and send the other half to charity.
- You will have 4 weeks after the jump to collect your sponsorship money and then send a cheque to your charity.

BPA Medical & Consent Forms

All skydivers will be required to complete the BPA Medical Form appropriate to the course they are attending. Tandem jumpers should read the BPA Form 115a (Student Tandem Parachutist Medical Information & Declaration) as soon as possible. If having read all of the questions, you are unable to declare yourself as being fit to jump and therefore unable to sign this form, you will then need to take BPA Form 115b (Student Tandem Medical Advice Form) to your doctor to be signed and bring this form along with you on the day of your jump.
Solo Jumpers (Static Line and AFF) will be required to sign Solo Student Declaration of Fitness Form 114a prior to jumping, and if suffering from one of the listed conditions or if aged 40 years or over, you will need to get a signature from your doctor.
It is suggested that you read BPA Medical Form appropriate to the course you wish to attend before you complete the booking form. The forms can also be downloaded from the Information Downloads page on the website www.ukskydivingadventures.com .

We will ensure that the correct forms are sent to you prior to the day so that you can make the necessary arrangements to get the form signed by your doctor if necessary. It is important that you keep these forms and present them in person on the day. Do not post them to the centre for the risk of them being lost. If you don't have a signed form by the relevant person, you will not be able to skydive.
You will also be required to sign a BPA Consent form. If the skydiver is under the age of 18 years, both forms will need to be signed by their parent or guardian.

Group Bookings & Corporate Days

If you are organising a group as part of a charity fundraising event feel free to contact us to discuss your requirements in more detail. We offer discounts for groups of 10 people or more. The group organiser will be the point of contact for all correspondence and will also be responsible for signing the terms and conditions as well as making the group individuals aware of the terms and conditions as well as the age, medical and weight restrictions.

Frequently asked questions

Can I jump with a disability?
Disabilities do not need to stop you from skydiving. Call us to discuss and we will be able to best advise you.

What happens if the weather is bad?
Skydiving like most aviation sports is weather dependent. In accordance with BPA rules and regulations, our centres must operate within strict safety limits with regards to cloud cover and wind speeds. We do not provide refunds if you are unable to jump because of the weather. If the weather is unsuitable you will be given the opportunity to re-schedule your booking for another time at your convenience.

How long will I have to wait to jump on the day? Can you give me an exact time slot?
We understand that it is helpful to know when you are likely to jump especially if you have supporters coming to see you jump. Some centres will be able to give you approximate time slots, however weather conditions can affect these times. If you are doing a Tandem, plan for it to be an all day activity. All centres have cafe facilities and you can check the locations page on the website for information on local amenities to keep your supporters entertained should there be a wait. If you are doing a Static Line or AFF course, depending on the weather and time of year, you may get the opportunity to jump the same day. However again you should plan for this to be a 2 day activity.

What height will I jump from?
Static line jumpers will exit the plane from 3,200 – 3,500 feet. Tandem and AFF jumpers exit at a minimum of 10,000 feet and at some centres you will fly as high as 13,000 – 15,000 feet, depending on the cloud base and local air traffic control restrictions.

Do I need insurance?
The cost of your course will automatically cover you for the BPA 3rd party insurance up to £5,000,000. For a summary of the policy including details of the personal accident benefits, please refer to the latest BPA Insurance Summary document at www.bpa.org.uk/forms/download/46/pdf .

How safe is skydiving?
Your safety is our top priority. We only operate from centres which are affiliated to and work in accordance with BPA rules and regulations. All instructors are BPA qualified, extremely experienced and are current in accordance with the annual renewal policy. The equipment is of high quality and maintained to meticulous standards. Training is to the highest standards and in the case of Static Line and AFF which involve solo descents, you must pass a written test before being allowed to jump. The plane is operated in accordance with CAA. We only jump when the weather conditions are suitable and safe.

Equipment
Equipment used is regularly maintained in accordance with BPA regulations and is checked prior to every jump. Each course requires the use of a dual parachute system consisting of a main and reserve parachute. Safety back up systems include an automatic reserve opening device which will operate in extreme circumstances. If you are a Static Line or AFF student you will be given a back up radio enabling an instructor on the ground to assist you during your canopy descent to the ground.

Can I jump if I wear contact lenses or glasses?
We will issue you with goggles that comfortably fit over glasses and help to keep contact lenses in place.

Can I breathe in free fall?
You may feel like you gasp for air on exiting the aircraft especially if it is particularly cold. However you will be able to breathe quite normally during your descent to the point you won't even think about it!

What clothes should I wear?
Ensure that your clothes are comfortable and loose fitting. If it is a cold day, wrap up warm. In the summer you can wear just shorts and t-shirt. You will be given a jumpsuit to fit over your clothes. Comfortable shoes preferably trainers are advisable. Open toe or shoes with hooks are not allowed.

Will I be able to jump with my friend?
If you are part of a group and have a preference as to whom you share your experience with on the plane, make us aware of this at the time of your booking as well as remind the centre on your arrival. The centre will do their best to make this happen, however please appreciate that sometimes it is out of their control. Weight limits, the number of people requesting video plus the plane re-fuel schedule can sometimes dictate the manifest system.

Can I get my skydive videoed?
Make us aware that you would like your skydive videoed when booking. You may also be able to decide on the day. The cost of video including camera stills varies from centre to centre, and is payable direct to the centre on the day.

Can I jump this weekend?
If you can't wait to experience the thrill of skydiving, call us and we will be able to advise you if there are any places available at your chosen centre.

Fundraising Tips:

Jumping from a perfectly good aeroplane to raise money for a worthwhile cause is not the easiest way of raising sponsorship money compared to some of the more traditional fundraising events! Skydiving is considered an extreme sport and not something for the faint hearted. So make sure you make the most out of this sponsorship opportunity and get your supporters to dig deep for your chosen charity.

Below are a few tips to help you reach and exceed your fundraising target!

- Save some leg work! Set up an Everyclick fundraising page and then email and Facebook all your friends, family and work colleagues the link to tell them about your jump and get them to pledge their support for you. Include a footnote in your email signature to inform everyone of your intended skydive for charity.

- Try recruiting work colleagues to jump with you. It will not only be more fun going through the experience together as well as helping to raise more funds for your charity, but it could also help to generate some good PR for your company. Get a big enough group and your local newspapers will love to hear your story!

- Belong to any sports clubs or other groups? Get them to sponsor you, and better still, try and recruit them to make a jump as well!

- If raising money offline, give your sponsorship forms to your family and friends and see if they can help raise money on your behalf. Try leaving forms at reception or in the canteen / social areas at your work place as they are often the busiest areas!

- Keep plenty of sponsorship forms on you at all times as you never know when you might bump into prospective sponsors.

- If raising money offline, book the date of the jump before you start collecting. That way you will have a defined target to reach your sponsorship goal plus your supporters love to know when the event will take place.

- Tell people your sponsorship target to help spur them on with their donations.

- Read up on what the jump entails and keep a copy of the information pack with you. That way you can show your prospective sponsors and help them understand that skydiving is an extreme challenge, not for the faint hearted and therefore worthy of higher donations.

- Go to your charity website and be familiar with the work they do and the support they need. This will help you to explain to your supporter how your sponsorship money will help.

- If raising money offline, it is often a lengthy process collecting all your sponsorship money after the event. To save on time, why not ask your sponsors to give you cheques post dated after the event (maximum of 6 months).

Booking Form

To book your skydive,

- Complete booking form and sign the terms & conditions.
- Either post (ensuring envelope is marked "**Booking Form**") or fax to us. Alternatively book on line or phone us to place your order.
- You will then receive a confirmation, the relevant BPA medical and consent forms, plus directions to your chosen centre. If your preferred 2 dates are not available, we will contact you with alternative dates before sending you a confirmation.
- A non-refundable deposit is required at the time of booking which will vary depending on centre and course.
- If you have chosen Option A and assuming you reach your fundraising target, this will be reimbursed to you by UK Skydiving Adventures (if raising money on line via Everyclick) or can be reimbursed from your sponsorship money if raising money off line.

Contact Details

These details are for the person booking the activity, not necessarily of the person taking part in the skydive. All correspondence will be emailed or sent to the address you give below.

Name		**Email address**	
Home address		**Post code**	
		Daytime phone	
		Confirmation method	Email / post (please delete)

Skydiver & course details

Name	Gender	Age	Height	Weight	Course (Tandem / Static Line / AFF L1)	Video? (Tandem / AFF 1st jump)

Chosen centre	1st choice date	2nd choice date	Charity Jump?	State Option i.e. A or B	Charity name
Charity on line fundraising page address if applicable:					

We will endeavour to book you a place on your chosen dates however if this is not possible we will contact you with alternative dates.

How did you hear about UK Skydiving Adventures Ltd?

Search engine (specify)	Yellow pages	Friend	Poster	Charity	**Other** (please specify)

Payment details

Course	Deposit (per person)	Minus discount	No. of people	Total	Discount code (if applicable)
Tandem	£	£		£	
Static Line	£	£		£	
AFF Level 1	£	£		£	
		Total amount payable:		£	

Check our Fundraising Targets document or our Prices Page on our website for deposits as they vary from centre to centre. If your group is 10 people or more, don't forget to include your group discount. Only one discount code may be used per person. Video costs vary for each centre and are payable on the day. Please note that this additional cost cannot be reimbursed from sponsorship money.

By completing the form below authorises UK Skydiving Adventures Ltd to process the payment for the skydiving experiences detailed above. Please note that we can't accept Amex Cards.

Name of card holder:					
Home address:					
Post code:				**Amount:**	**£**
Debit / credit card no:					
3 Digit Security No:		**Start Date:**		**Expiry Date:**	
Signature:				**Date:**	

Alternatively tick here if you are enclosing a cheque made payable to UK Skydiving Adventures Ltd ☐

Terms and Conditions

- UK Skydiving Adventures Ltd act as an agent on your behalf and not for any of the centres that we recommend. We only use centres which are affiliated to and work in accordance with the BPA rules and regulations. The responsibility for all parachuting and skydiving activities rests solely with the parachute centre and any queries or complaints with regards to these should be addressed to the centre concerned.
- You must comply with the parachute centre's rules at all times.
- In accordance with BPA rules and regulations, all centres must operate within strict safety limits with regards to cloud cover and wind speeds. The final decision as to whether it is deemed suitable to jump rests with the centre's chief instructor.
- Maximum weights for each of the courses will vary from centre to centre. You must also be within a correct height – weight ratio and this will be taken into account at the time of booking. If you supply the incorrect height and weight at the time of booking and your instructor considers it to be unsafe for you to jump, you risk forfeiting your skydive plus any monies already paid.
- The minimum age for making a skydive is 16 years, and your parent / guardian must have signed the consent form if under 18 years. To make a solo descent i.e. Static Line or AFF the maximum age for performing your first parachute jump / skydive is 54 years old, although some centres may adopt a lower maximum age. Please ensure you check the information for your chosen centre on our website before booking.
- Tandem jumpers will be required to present a signed BPA Medical Form prior to jumping, i.e. Form 115a if you satisfy the requirements for self-declaration, or Form 115b if you need doctor's approval. We strongly suggest you read these forms before booking your course as deposits will be non-refundable if you require and are unable to get doctors approval to make a skydive.
- Solo Jumpers (Static Line and AFF) will be required to sign Solo Student Declaration of Fitness Form 114a prior to jumping, and if suffering from one of the listed conditions or if aged 40 years or over, you will need to get a signature from your doctor.
- Your instructor will be responsible for the final decision as to whether you are able to make the jump.
- Alcohol must not be consumed on the day of your jump. If you are considered to be intoxicated from the previous evening, you will be denied your jump. In both instances you risk forfeiting any monies paid.
- For bookings where a date is confirmed with the centre, and a deposit is paid with the remaining balance of your parachute jump / skydive payable on the day of the jump / skydive (or prior to the day in the case of gift vouchers), your jump is non-transferrable and non-refundable. Exceptions will be at the discretion of UK Skydiving Adventures Ltd.
- For gift voucher bookings and other bookings where a date has not yet been stated, you have a right to cancel your booking within 14 days of you making the booking. If you wish to cancel your booking, you must inform us by email or by completing an enquiry form stating your order reference number if issued and your wish to cancel. You are advised to retain a copy of your cancellation notification.
- If you opted for a silver gift voucher package, you must return the t-shirt, un-worn in its original packaging to the UK Skydiving Adventures address provided on the Contact Us page on our website within 14 days of you informing us of your wish to cancel. You will be responsible for paying the postage cost.
- Refunds will be issued within 14 days of the date of your cancellation, with payments being made using the same payment method you used at the time of booking. If you are returning a silver gift pack, the refund will be made within 14 days of us receiving the gift pack.
- Gift vouchers are valid for 12 months. They can be transferred to another person during this time at no extra cost as long as they meet the correct criteria (age, weight, height, medical conditions).
- Gift vouchers can be extended for a further 6 months by paying a £30 admin fee. The extension must be processed within 1 calendar month of the voucher expiring.
- For other bookings where the date has been left open, the deposit is valid for 12 months from the date of booking.
- If you need to change your booking once it has been confirmed, you must give at least 7 days' notice and a £30 admin fee will be charged to make the change. Less than 7 days' notice will result in a £50 admin fee being charged to make the change. Failure to show up on the day may result in you forfeiting your parachute jump / skydive as well as having to pay the balance owed. In this case a £50 admin fee will be charged to re-arrange your jump.
- If bad weather or circumstances beyond the centre's control prevents you from making your parachute jump / skydive, you may re-schedule your jump with the centre for another time convenient to you at no further cost.
- If you fail to arrive with all relevant documentation i.e. medical form relevant to chosen course (signed by doctor if required), consent form (signed by parent if under 18 years), you may forfeit your jump and be required to pay the remaining balance. A £50 admin fee will be charged to re-arrange your jump for a later date.
- Refunds outside of the 14 day cancellation policy described above will only be considered in mitigating circumstances at the discretion of UK Skydiving Adventures Ltd.
- Charity jumps must be done with the prior permission and knowledge of your chosen charity.
- UK Skydiving Adventures Ltd cannot accept any responsibility for validating the legitimacy of any charity you wish to raise money for, unless it is one of the charities listed on our website.

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- You are solely responsible for collecting money for your charity in an honest manner and should inform your sponsors if a proportion of the money raised will be used to cover the cost of the jump.
- UK Skydiving Adventures Ltd will inform your chosen charity of your intent to jump and raise money for their cause and will send them all the necessary contact details and information relating to the jump.
- UK Skydiving Adventures Ltd will do their best secure you a place on your chosen course at your chosen centre on your preferred date. If however the date is unavailable, we will provide you with an alternative date or suggest the next nearest venue offering the same course.
- We can't accept any responsibility if your chosen centre has to postpone their operation or change their opening days. We will either arrange another suitable date or transfer you to an alternative centre at no extra charge.
- On payment of the total fee for your course, you are covered by the British Parachute Association's 3rd Party Liability Insurance Policy up to £5 million. For a summary of the policy including details of the personal accident benefits, please refer to the latest BPA Insurance Summary document at www.bpa.org.uk/forms/download/46/pdf .
- You will agree to carry out the parachute jump / skydive and all associated training only strictly in accordance to the instruction provided to you by the BPA qualified instructors at the centre which have been appointed to you by UK Skydiving Adventures Ltd.
- Parachuting / skydiving is an extreme sport and participation in such a sport can involve a risk of injury or death regardless of the standard of training, the supervision and quality of equipment used. You voluntarily accept all the risks inherent in the sport and agree for yourself and your personal representatives to indemnify and hold harmless UK Skydiving Adventures Ltd and any charities working in partnership with UK Skydiving Adventures Ltd against any claim or claims whether from yourself or from third parties arising out of any accident or incident resulting in any loss or damage (including bodily injury and death).
- Parachuting / skydiving is classed as an extreme sport. UK Skydiving Adventures Ltd cannot take any responsibility for any personal injury or losses incurred during the participation of the sport. You the participant will accept all responsibility for any personal injury or loss.

Any queries concerning the above, please give us a call on 01869 278 706.

I the undersigned have read and understood the terms and conditions as listed above.

Name: ……

Signature: ……. Date: …….