



Ontario Recreational Canoeing and Kayaking Association

Safe Canoeing Program - Accreditation -

ORGANISATION'S NAME AND ADDRESS FOR SHIPPING		MEMBERSHIP NO.
Complete Mailing Address		Postal Code

CONTACT NAME			
COURSE DATES	COURSE LOCATION	DIRECTOR'S NAME	CERTIFICATION
WHO ELSE IS INSTRUCTING ON THE COURSE?		HOW MANY HOURS WILL BE DEVOTED TO THE PROGRAM	

*** Please do not enter the name(s) of unqualified "instructors". If the number of participants on the course and the instructor to participant ratio (stated in the ORCKA policy) requires an additional instructor, that instructor must be ORCKA qualified in the appropriate discipline to assist on the course.*

CALCULATION OF COURSE FEE	
NUMBER OF PARTICIPANTS () X FEE/PARTICIPANT (\$2.00)	
<i>** A \$2.00 fee is charged per participant to a maximum of 10 canoeing participants per instructor per course.</i>	
PLUS 13 % HST	
PLUS SHIPPING AND HANDLING (MIN OF \$5.00)	
TOTAL COURSE FEE PAYABLE TO ORCKA (TOTAL OF THE ABOVE FOUR LINES)	

METHOD OF PAYMENT		
CHEQUE	VISA	MASTER CARD
CARD NUMBER		
EXPIRY DATE		
NAME ON CARD		

OFFICE USE ONLY
Date received:
Date materials forwarded:
Amount of payment enclosed:
Is the Organizational Member current?
Are the Director and Instructors current and qualified?

This document revised for 2017