

# RIVER INCIDENT REPORT FORM



**Return address :**  
Conservators of the River Cam  
Baits Bite Lock  
Fen Road  
Milton  
Cambridge  
CB24 6AF

## Details of incident, accident or near miss

**What happened?** (Brief description of incident, include details of any vessels or vehicles involved)

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**Vessel / vehicle description** (boat name and / or registration number etc. If not seen, hull colour or any distinguishing features)

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**When did it happen?**

Date : \_\_\_\_\_

Time (approx.) : \_\_\_\_\_

**Where did it happen?** (location of incident, nearest bridge, street etc.)

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**Who was involved?** (add details of injured person or person involved in a near miss)

Full name : \_\_\_\_\_ Age : \_\_\_\_\_

Address : \_\_\_\_\_

Postcode : \_\_\_\_\_

Telephone : \_\_\_\_\_ Email : \_\_\_\_\_

**Did anyone need hospital treatment?** (circle as appropriate)    Yes    No    Don't know

**Details of any injuries / damage to property or equipment**

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**Were the Police informed? (circle as appropriate)**      **Yes**      **No**      **Don't know**

**Police Incident No. :** \_\_\_\_\_

**Details of person reporting incident** (if different from above)

Full name : \_\_\_\_\_ Address : \_\_\_\_\_

\_\_\_\_\_ Postcode : \_\_\_\_\_

Telephone : \_\_\_\_\_ Email : \_\_\_\_\_

**Can you draw what happened?** (show direction of river flow, direction of wind, any landmarks)

**Signature of person reporting :** \_\_\_\_\_ **Date :** \_\_\_\_\_

**Data Protection Act 1998 Notice**

The information you give us, including any personal or sensitive information, will be held on our electronic database for up to 6 years and will be used by us to help us to investigate the cause of incidents and for statistical analysis. It may also be used by partner organisations for statistical reporting of incidents at a national level. Before passing on any information to partner organisations we shall remove all personal identifiers. You have a right to ask for a copy of your information (for which we may charge a small fee) and to correct any inaccuracies in your data. If you give us information about another person, you confirm that the other person has appointed you to act on their behalf to the processing of their personal or sensitive data and to receive on their behalf any data protection notices.