

## **Convair Sailing Club - Boat Accident / Incident Report**

### **1) Reported directly by phone**

All accidents that involve a collision, grounding, damage to property, or damage to other property, must be reported directly by phone to the first available person in the following order: a) Commodore, b) Fleet Captain, c) Port Captain, or d) Rear Commodore, e) a member of the Board of Directors.

### **1) All incidents**

This includes accidents involving more than one boat; damage to a Club boat; or any damage to other boats or property.

### **2) Written report form**

The oral report must then be followed without delay by a written report to the Rear Commodore (or designee), using the **CSC Accident Report Form** including the following information: a. Name, address, and phone number of the skipper; b. Date, time, and location of the accident; c. Sail number of the Club boat involved; d. Name, address, and phone number of the owner of the other damaged property, if any; e. Identification of other boats (if any) involved. (Convair Sailing Club Bylaws May 7, 2007) Take photos!

### **3) Accident Review Board.**

This report will be reviewed and adjudicated by the Accident Review Board. Accidents can lead to lawsuits and jeopardize the sailing pleasure of all members. Therefore, failure to report an accident is cause for immediate suspension. All members are urged to report any accident they observe. Note the date, time, and sail number of the boats involved.