

Tour Booking Form



Name of Company/Group _____

Date of Visit _____ Time of Visit _____

Number of Supervisors _____ Number of other Guests _____

Contact Name _____

Telephone _____ Fax _____

Email _____

Name of Supervisors	ID Type	ID Number

Name of Guests	ID Type Not required if underage	ID Number Not required if underage

Comments: _____

This form is to be completed in full and returned by no later than 48 hours prior to date of visit. Changes to the booking must be notified in full no later than 24 hours prior to date of visit. ID of each person must be shown as proof upon arrival to our hangar. Under aged persons are not required to show ID. Non compliance with these Airport Security requirements may result in individuals being unable to participate in the 'Airsides' aspect of the tour. SCHRS cannot guarantee that our helicopters won't be tasked prior to or during your visit. However, we will usually have our back up aircraft on site. Groups larger than 15 in total may be required to visit in 2 separate bookings, please contact our office for further information.



What happens next?

Upon arrival to the SCHRS base each person over the age of 18 will be required to show confirmation of ID and sign the Airport Security Visitor Identification Card (VIC) Register. Each person will be issued with a VIC pass which permits airside access to view our helicopters.

VIC passes are required to be worn at all times and must be displayed above the waist. All visitors are to remain in sight of supervisors and SCHRS staff at all times. No person is permitted access to the tarmac.

A fire alarm brief will also be conducted.

Upon departure all VIC passes must be returned to the administration staff.