

CARP FISHING SYNDICATE PERMIT APPLICATION





THE CROWN ESTATE DATA PROTECTION ACT 1998 - FAIR PROCESSING NOTICE

Definitions

Under the definitions in The Data Protection Act 1998 ("the Act"), The Crown Estate is the Data Controller.

Information We May Collect From You

We may collect and process the following data about you:

- Information that you provide by filling in forms or providing verbally to register an interest in or apply for membership, to request further information or to make a booking;
- If you contact us by telephone, email, web form or letter, information that forms a record of that correspondence and your contact details.
- Financial information you supply us to process a payment;

If you visit Windsor Great Park or The Crown Estate websites, further information may be collected – please refer to the Privacy Policy available on www.windsorgreatpark.co.uk or www.thecrownestate.co.uk.

We treat all such data as Personal Data for the purposes of the Act.

Where We Store Your Personal Data

The data we collect is stored on information technology systems owned and run by The Crown Estate. All information you provide to us is stored on our secure servers. Unfortunately, the transmission of information via the internet is not completely secure and although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted over the Internet to our site; any transmission is at your own risk. Once we have received your information, we will use all necessary procedures and security measures to try to prevent unauthorised access, loss, disclosure or amendment. Some data will be held on paper in 'relevant filing systems' defined under the Act and subject to management and destruction under a Retention and Disposal Policy.

How Your Personal Data Will Be Processed

We use information about you in the following ways:

- To provide you with information on products or services provided by us that you request or which we feel may interest you where you have consented to be contacted for such purposes;
- To process your application for a membership and to manage your membership;
- To notify you about changes to our service;
- To perform analysis with the aim of improving the services we provide.

We may give your personal data to third parties where:

- It is necessary for them to provide you with services on our behalf;
- We are under a duty to disclose or share your personal data in order to comply with any legal obligation or in order to enforce agreements or contracts or to protect our rights, our property, or the safety of our customers or others. This includes exchanging information with other companies and organisations for the purposes of fraud prevention and credit risk reduction.

We will not sell your personal data to a third party for the purposes of direct marketing.

Your Rights

You have the right to see what data we hold about you. This includes a description of the data being processed, the purposes of processing and any recipients to whom the data is disclosed. To exercise this right, you must make a Subject Access Request in writing to the Data Protection Officer at The Crown Estate, 16 New Burlington Place, London W1S 2HX, stating the information you require. We do not charge the fee prescribed in the Act. We may contact you to verify your identity or to clarify the precise information you require before processing your request, and will answer your request within 40 calendar days.

You have the right to ask us not to process your personal data for direct marketing purposes. You will be given an opportunity to exercise your right to prevent processing for direct marketing purposes at the time of collection. However, you can withdraw your consent to receive marketing material at any time by contacting Windsor Great Park team.

You have the right to correct your personal data at any time. Please contact Windsor Great Park team.

You have the right to prevent any unwarranted processing likely to cause damage or distress. If you feel that this situation has arisen or may arise, please contact Windsor Great Park team. Please note that this will not include processing where it is necessary to fulfil a contract or where a legal obligation for us to process the information exists.

Transfer of Personal Data Outside the European Economic Area

We will not transfer your personal data out of the European Economic Area.

For Membership queries contact us:

Tel: 0845 603 6228 Email: membership@windsorgreatpark.co.uk

Staff to complete

Carp Fishing Syndicate Permit £1000 tick box.

Amount paid: Date paid:

Staff initials:

This page should be kept by the purchaser as proof of purchase.

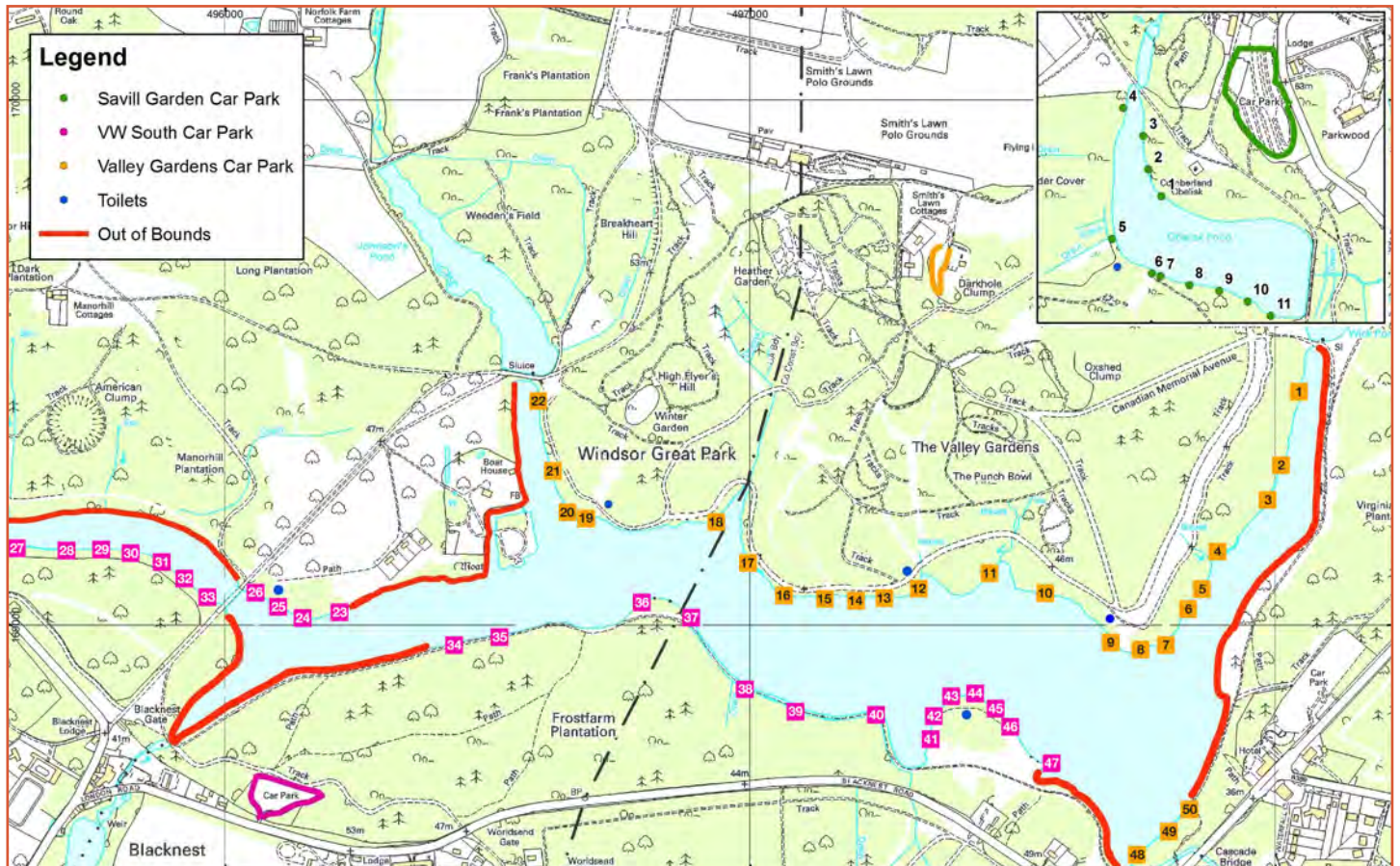
The Direct Debit Guarantee This Guarantee should be detached and retained by the payer



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit The Crown Estate will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request The Crown Estate to collect a payment, confirmation of the amount and date will be given to you at the time of the request

- If an error is made in the payment of your Direct Debit by The Crown Estate or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society
- If you receive a refund you are not entitled to, you must pay it back when The Crown Estate asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

Windsor Great Park Fishing Syndicate Members' Terms and Conditions



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You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Definitions

- 'Car Parks' means the areas coloured green, orange and pink on the Map
- 'Lake' means Virginia Water and Obelisk Pond
- 'Map' means the plan attached to these Terms and Conditions
- 'Member' means an individual holding a valid Membership Card
- 'Membership Card' means a serial numbered photo identification card issued by the Crown Estate Commissioners for the Syndicate
- 'Session' means a period of between one and 24 hours
- 'Syndicate' means the Windsor Great Park Fishing Syndicate

1. Membership

- 1.1 There will be a maximum of fifty Members in the Syndicate.
- 1.2 Membership is personal to the Member. Membership is NOT transferable and CANNOT be sold on.
- 1.3 Whilst fishing at the Lake, Members will be required to carry their Membership Card with them at all times and produce it on request.
- 1.4 Any misuse of Membership Cards will lead to immediate termination of the Member's fishing rights with no refund given. In the event of such termination of a Member's fishing rights, the former Member must surrender his or her Membership Card forthwith. If a Member loses their card a replacement will be charged at £20.

2. Access Times to the Lake

- 2.1 All Members must access the Car Parks before 7pm.
- 2.2 Members can leave the Car Parks at any point.
- 2.3 Guests/visitors will not be allowed to arrive or remain between sunset and sunrise on either the fishery or the car parks.
- 2.4 There will be no emergency support for fisherman between the hours of 11pm and 7am.
- 2.5 No fishing may take place where signs prohibiting fishing are displayed.

3. Fishing Rules

- 3.1 Members may fish on no more than 5 days maximum within any 8 day period. The 5 days may run consecutively or be divided into a maximum of 3 Sessions across the 8 days.
- 3.2 Members shall provide no less than 24 hours' notice to the Crown Estate Office on 01753 860222 of their intention to fish the Lake. Please note - You are only allowed to fish for 3 Sessions in total across any 8 day period. On your final day of fishing you must vacate the lake by 12 noon. Following your third and final Session of fishing, you cannot return to the lake for another 3 days. For example: - if your last day of fishing is on a Tuesday (vacating the Lake by noon), you cannot return to fish the Lake before 0001hrs the following Saturday (3 full days off the lake).
- 3.3 A valid Environment Agency licence must be carried and made available for inspection at all times. The Environment Agency makes regular checks around the Lake for valid licences. It is your responsibility to obtain a licence.
- 3.4 Three fishing rods only are permitted per Member.
- 3.5 Nothing less than 15lb Breaking Strain Mono Line must be used, although braided mainline (min.15lb BS) may be used if silicone tubing (rubbing leader) is used to protect the fish.
- 3.6 No bent hooks may be used.



- 3.7 For any fishing trip of three consecutive Sessions duration, Members must not use more than 15kg of Bait in TOTAL (including Boilie and Particle).
- 3.8 All particle and nut baits must be correctly prepared before use.
- 3.9 No live baits may be used.
- 3.10 Under no circumstances can swims be left unattended with fishing lines still in the water.
- 3.11 You are not permitted to leave a swim unattended for more than 1 hour.
- 3.12 No rotating swims and no buckets/barrows to be put in swims as a reserve.
- 3.13 No bait boats or inflatables of any kind are permitted.
- 3.14 Illegal substances, littering and music (except through personal headphones) are not permitted. Alcohol can only be brought to the lakes in small quantities and consumed in moderation - alcohol abuse will not be tolerated, and may result in the loss of membership to the Syndicate. Members are requested to use toilet facilities provided as indicated on the Map issued to Members. Any Member abusing this rule will automatically have their membership terminated with immediate effect.

4. Wildlife & Fish Welfare

- 4.1 Retaining slings, unhooking mats and landing nets must be used at all times.
- 4.2 All carp must be photographed over a cradle, preferably cradles which hold water and a large bucket of water must be retained next to the unhooking mat. Fish must not be lifted above knee height. All fish must be returned to the Lake as quickly as practicable after weighing and photographing.
- 4.3 Sacking of fish is NOT permitted, other than for a limited period of time for photographic and weighing purposes only. Fish should be returned to the water as soon as practicable.
- 4.4 All fish must be lifted out of the water in retaining slings only.
- 4.5 Fish First Aid such as 'Klin-ik' or some other form of mouth and wound treatment must be administered appropriately to the fish before releasing the fish back into the Lake.
- 4.6 Tackle and line must be disposed of responsibly away from the Lake.
- 4.7 The Lake may be closed for fishing at short notice for any/all maintenance or safety purposes as deemed necessary, and/or at the discretion of the Deputy Ranger.

5. Health and Safety

- 5.1 You are responsible for your own health and safety, and must have regard for the health and safety of others visiting Windsor Great Park for whatever purpose.
- 5.2 You must always have regard to the health and safety of wildlife within Windsor Great Park.
- 5.3 Members should not abuse or misuse the grounds of Windsor Great Park and must observe all security measures of which they are notified from time to time.
- 5.4 Failure to observe the requirements of paragraphs 5.1 – 5.3 (inclusive) will result in termination of Membership with immediate effect and no refund will be given.
- 5.5 Barbeques/fires are not permitted in any circumstances. Only small gas stoves will be permitted.
- 5.6 Members will notify any issue relating to health, safety or security in Windsor Great Park to the Windsor Great Park management team or Deputy Ranger as soon as practicable.
- 5.7 Members are subject to the Windsor Great Park Regulations 1973.

6. General

- 6.1 Any fish caught of 30lbs or more should be reported to the Windsor Great Park management team or Deputy Ranger as soon as possible.
- 6.2 All Members have sole responsibility for their belongings and the Crown Estate Commissioners will not be held responsible for any damage to or loss of property by Members in any circumstances.
- 6.3 All Members must carry a mobile phone which must be switched on during every Session and the telephone number notified to the Crown Estate Office.
- 6.4 Any Members accompanied by a dog must ensure that the dog(s) are on a lead at all times and must observe the Windsor Great Park dog walking guidelines which can be found at the Windsor Great Park website at <http://www.windsorgreatpark.co.uk/en/activities/dog-walking>
- 6.5 The Crown Estate Commissioners reserve the right to alter these terms and conditions at their discretion at any time.

Carp Fishing Syndicate Permit Application Form

When completed, please send this form to:

Freepost RRSX-SSCA-HLYB, Carp Fishing Syndicate Permits, The Crown Estate Office, Windsor Great Park, Windsor, SL4 2HT

If you have any queries, contact our membership department on 0845 603 6228

1. Your details

First name: Last name:

Address:

Postcode: Daytime telephone:

Email:

Emergency phone number and name of next of kin:

Name: Tel:

Environment agency rod licence No:

Data Protection Act 1998: The Crown Estate will use the information given on this form only for the purpose of processing your membership. We will never share this information onto third parties. If you would like to receive e-mail communications on news and events please tick this box.

2. Membership tick box

Annual Carp fishing permit £1000

3. Method of payment please your preferred method

Payment by Direct Debit – Please fill in and sign the Direct Debit form below

Payment by Credit or Debit Card – We are pleased to accept MasterCard, Maestro, Cirrus, Visa, Delta and Switch cards

Card number:

Expiry Date (mm/yy): / Security code (3 digit number on the back of the card)

Payment by Cheque made payable to The Crown Estate Amount of cheque: £.....

Please fill in the form and return it to:
Freepost RRSX-SSCA-HLYB, Horse Riding Permits, The Crown Estate Office, Windsor Great Park, Windsor, SL4 2HT



INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT

Name and address of your Bank or Building Society

To: The Manager Bank/Building Society

Address

..... Postcode,

Name(s) of Account Holder(s)

Bank/Building Society Account Number

Bank Sort Code

Banks and Building Societies may not accept Direct Debit Instructions from some types of account

Originator's Identification Number

Reference (to be completed by The Crown Estate)

Instructions to your Bank/Building Society:
Please pay The Crown Estate Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct debit Guarantee. I understand that this instruction may remain with The Crown Estate and, if so, details will be passed electronically to my Bank/Building Society

Signature(s)

Date

Staff to complete

Amount paid: Date paid: Staff initials:

4. Terms and conditions

Attach current passport photo here:



Passport photo attached

Referees - you are required to provide contact details of two referees:

Previous fishing syndicate referee:

Name:

Address:

.....

Character referee:

Name:

Address:

.....

I have read and agree to the Carp Fishing Syndicate Permit Conditions. (please ✓ box)

Your signature: