

**A.D.I.P.S REGISTRATION OF COMPANY INVOLVED IN THE INSPECTION AND TEST OF COIN OPERATED DEVICES**

Please answer the following questions and sign the declaration.

- 1 Is the Company equipped to carry out inspections and test of Children's Rides and/or Simulators within the requirements of Guidance HS175 (Fairgrounds and Amusement Parks Guidance on Safe Practice) and BACTA's Safety Guides. **YES/NO**
- 2 Does the Company carry Liability Insurance for the business it conducts. (necessary if conducting inspections on a third party's equipment) **YES/NO**
- 3 Does the Company have documentation describing Terms and Conditions under which it does business. **YES/NO**
- 4 Does the Company have permanently employed technical staff. **YES/NO**
- 5 Does the Company maintain a list of names of its Inspectors. **YES/NO**
- 6 Does the Company maintain an inspection quality file **YES/NO**
- 7 Do you confirm that the quality file will be made available to BACTA if requested. **YES/NO**
- 8 Tick the specific schedules against which the Company provides services.

<b>PART 1</b>		<b>PART 2</b>		<b>PART 3</b>		<b>PART 4</b>		<b>PART5</b>		<b>PART 6</b>	
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**DECLARATION**

I declare that the information above is correct.  
Signed for and on behalf of :

Company: \_\_\_\_\_ by .....

Address: \_\_\_\_\_ Print name .....

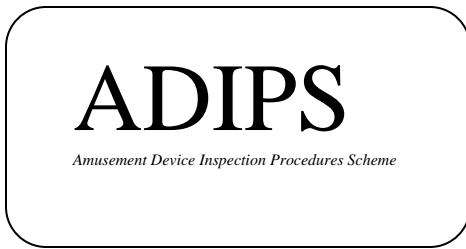
Position .....

Tel No. .... Fax No. .... Date .....

**Please return this form, enclosing the application fee and a copy of forms A & B to :-**

**BACTA  
Alders House  
133 Aldersgate Street  
London, EC1A 4JA.**

ADIPS is managed by delegated representatives from the following organisations: Amusement Catering Equipment Society; Association of Independent Showmen; British Amusement Catering Trades Association; British Association of Leisure Parks, Piers and Attractions; Showmen's Guild of Great Britain; Society of Independent Roundabout Proprietors; National Association for Leisure Industry Certification; Consumers Association; Health & Safety Executive.  
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### **NOTES ON APPLICATION FOR REGISTRATION**

These notes are to be read in conjunction with the BACTA registration file.

- 1 The inspector is not required to be independent of the manufacturer, controller or operator. However, it is essential that the Company responsible answers in full the questions on the form.
- 2 Adequate liability insurance must be carried covering the Company for the business it conducts.
- 3 Self explanatory.
- 4 For sole trader the technical staff will be the proprietor or one of the partners.
- 5 Each Company carrying out inspection, is required to maintain a list of inspectors consistent with the requirements of the relevant SQS. (Service Quality Schedule)
- 6 The quality file should include :-
  - Full Company name and address
  - Telephone number and fax
  - Company registration, if applicable.
  - BACTA membership number (or see note)
  - Inspection category
  - Statement of Compliance
  - Company's main activity
  - Names of technical staff and expertise
  - Names of Inspectors and expertise
  - List of test equipment available to inspectors
  - Copy of typical inspection report.
  - Complaints procedure
- 7 Tick one or more of the boxes to indicate compliance with the relevant SQS. (Parts 1&2 refer to Static Rides, Parts 3&4 refer to Mini Cars, Parts 5&6 refer to Simulators).

Please send a copy of completed FORM A (Fields of competence) and a completed FORM B (Qualifications) along with this form.

Sign and date the registration form and enclose appropriate fee.

Please note that BACTA membership is not a requirement for this registration. However, technical bulletins, and other helpful documents are at extra cost to non members.

### **2009 REGISTRATION**

**ANNUAL FEE (BACTA OR BALPPA MEMBERS): £48.30 inclusive of VAT**

**ANNUAL FEE (NON MEMBERS) : £96.60 inclusive of VAT**

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