

**South England Forest District**

The Queen's House, Lyndhurst  
Hampshire, SO43 7NH

Tel 0300 067 4600

[www.forestryengland.uk](http://www.forestryengland.uk)

## Notification Form

Please complete this form if you are an organised group carrying out DofE or similar group walking activities on the New Forest.

Kindly complete and return the form to [dofe.newforest@forestryengland.uk](mailto:dofe.newforest@forestryengland.uk).

Please note we do not permit night time activities.

### **Contact details**

Name of Group/Organisation:

Email contact:

Tel:

### **Activity details**

Date(s) of your visit:

Total number of participants:

Total number of leaders:

Number of vehicles and coaches:

Drop off point(s): *Please provide car park name or location details*

Pick up point(s): *Please provide car park name or location details*

Campsite(s): *Please provide campsite(s) name and dates*



- Tick that all planned walks will be following the tracks set out on the robust tracks map.
- Tick that you have checked the website (<https://www.forestryengland.uk/new-forest-car-park-and-cycle-route-closures>) and your dates do not coincide with any car park, cycle route or walking trail closures.
- Tick that you have no intentions to erect any infrastructure i.e. gazebos, banners and drop cards.

**Please complete and return the form to [dofe.newforest@forestryengland.uk](mailto:dofe.newforest@forestryengland.uk), 6 weeks in advance of your visit.**

### **When do I need to contact Forestry England?**

If you are unable to tick the above boxes i.e. if your activity dates coincide with any closures, or if your routes fall outside of the suggested tracks, or you wish to erect any infrastructure, such as a gazebo, then please contact our Permissions Team on [dofe.newforest@forestryengland.uk](mailto:dofe.newforest@forestryengland.uk) for approval.

### **Please help care for the forest by reminding all participants:**

- To read our Caring for the Forest guide before the visit
- To ensure that reasonable care is taken to prevent disturbance to wild fauna and flora, and to agricultural livestock
- To take your litter home
- That wildfires, campfires and stoves are not used without the landowner's permission
- Participants must follow all signs and stick to the wide, main gravel tracks and not to follow the little pony paths in bird nesting season. These often lead to sensitive wetland habitats and ground nesting bird areas. This will allow the birds to find quieter, less disturbed areas of the forest to breed and rest.
- Assessors, leaders and parents please do not to park in front of gateways on or on grass verges



## **Privacy information - how we use your personal information**

The personal information that you provide on this form is used by Forestry England to manage your activity notification. The information will only be used to ensure you are notified of activities happening in the New Forest which may impact upon your event, and will be done to ensure public safety on Forestry England land.

We will not disclose your personal information to any third parties outside of Forestry England except to help prevent fraud or if required to do so by law.

Forestry England is registered as a data controller under the Data Protection Act 1998 (Registration No: Z6542658). Your personal information will be held securely in the UK and will be held for 5 years.

You have a number of rights in respect of your personal data, including the right to access your personal data by contacting us. If you have a complaint about how your data is being handled or you want to report a data breach then please contact the Forestry Commission's Data Protection Officer.

You may also lodge a complaint with the supervisory authority which is the Information Commissioner's Office: <https://ico.org.uk/>

