



## APPENDIX 2

### INCIDENT REPORT

Date and time of incident: \_\_\_\_\_

Name of writer: \_\_\_\_\_ Position: \_\_\_\_\_

Location of incident: \_\_\_\_\_

This incident is a: \_\_\_\_\_ minor infraction \_\_\_\_\_ major infraction

Individual(s) involved in the incident:

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Objective description of the incident  
(please be concise, accurate and non-judgmental):

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Contact information of individuals who observed the incident:

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*"Our programs provide well organized, challenging, and rewarding experiences for everyone, whether you are a recreational racer or an aspiring Olympian"*

Disciplinary action THAT was taken (if applicable): \_\_\_\_\_

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Other information:

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Signature of writer: \_\_\_\_\_ Date: \_\_\_\_\_