



BRITISH WALKING FEDERATION

2026 REGISTRATION GUIDE

INTRODUCTION

All Registration Forms must be completed in **FULL** including the 'Name', 'Position' and 'Date' fields.

When providing Map details and Grid References, please provide the following:
MAP TYPE: OS Explorer/OS Landranger/Other (Please Advise) with Map Number and Grid Reference. For Example - Map: EX 130 GR: AA 123 456

EXISTING CLUBS RENEWAL

Please use the 2026 EXISTING CLUB RENEWAL form instead of the Club Registration form which is now reserved for Applications for Membership by new Clubs.

Please enter your Club name and number. The Contact part of the form must be completed (even if there are no changes) due to GDPR.

Answer the 'Insurance Question' with Yes/No. If BWF Insurance is not required please provide a copy of the clubs current insurance cover note.

NEW CLUB APPLICATION FORM

Please use the 2026 NEW CLUB REGISTRATION APPLICATION if you are a Club seeking membership of the British Walking Federation.

Please enter your Club name in the space provided. The 'Club No' field is reserved for BWF use.

Enter as much contact information as possible, but note that all information provided will be published. If you wish to withhold any contact information please leave the relevant field blank. However **note** that information for Clubs is sent by e-mail; if that field is blank the BWF Secretary will ask for an e-address for that purpose which will not be published.

It is a condition of BWF Membership that all Clubs are covered by insurance for Public Liability risks. BWF obtains appropriate cover for itself and Member Clubs each year. Clubs are required to pay a contribution to the premium. The only exception is if your Club already has Public Liability Insurance Cover. In that case BWF will require a copy of your Insurance Cover Note, on receipt of which the premium contribution will be waived.

The Declaration requires 'signing' and dating.

Please provide a summary of the requested Club Management, Experience and Support Required, on a separate sheet if necessary. This is to allow BWF to assess what type and how much assistance BWF may need to offer in your first year of Membership, from 'hands on' assistance to mentoring or telephone/e-mail advice.

Send your completed NEW CLUB REGISTRATION APPLICATION together with relevant Event or Permanent Trails Registration forms for the walks you propose to hold during the coming year. Do **not** send payment of fees with the forms; an invoice will be sent as soon as your Application and walks are accepted and approved by the BWF National Committee.

2026 PERMANENT TRAILS RE-REGISTRATION

Please list **all** the existing Trails you wish to re-register for the coming year. Any Trail not included on this form will be assumed to be closed from the end of the current year. The PT stamp block including holder for those Trails must be returned to Stamp Issue BWF at the end of January of the following year.

Please complete the contact details for each Trail.

Check carefully the current entries for Trails in **both** the current Yearbook and on the BWF website, including the description, for accuracy. Answer **YES** in the appropriate column if the entries are correct and delete **NO**.

If either the Yearbook or website entries require any amendment answer **NO** in the appropriate column and delete **YES**, then complete a PERMANENT TRAIL REGISTRATION form for that Trail. Enter the Trail name and PT Number, and complete **only** the field(s) which require changing.

2026 PERMANENT TRAIL REGISTRATION

Please delete any Event Facilities that do not apply. That should enable you to enlarge the following space by dragging and releasing the top and bottom lines with your cursor and provide ample room for a 50-word-maximum description, remembering that is your 'sales' opportunity to make the Trail sound enticing for walkers. A Route Description must also be sent with Permanent Trail Registration.

2026 EVENT REGISTRATION

For Clubs registering their first major Event, please note that multi-day events are issued with a separate IVV Event Stamp for each day, and are charged accordingly.

World Walking Day is observed on 8th May each year, but walks can qualify during a period around that date declared by the BWF. The benefit is a supply of free Certificates of Participation in a World Walking Day event for any participant requesting one, hence the request for the estimated number of Certificates required. Certificates have to be ordered well in advance with the IVV.

2026 SERIES REGISTRATION

For Clubs registering their first Series events, please note that a minimum of 4 walks is required to qualify as a 'Series'. There is no maximum, but each walk is charged.

A problem for some clubs is using Public Houses as a start venue due to them possibly closing before the date. However, please provide as much information as possible for start venues to be included in the BWF Yearbook. If there is any change of venue these can be amended on the BWF Website at a later date. **Please only leave the venue blank if you do not have a definite start venue but club contact details will appear in the BWF Yearbook for the event/series date.**

World Walking Day is observed on 8th May each year, but walks can qualify during a period around that date declared by the BWF. The benefit is a supply of free Certificates of Participation in a World Walking Day event for any participant requesting one, hence the

request for the estimated number of Certificates required. Certificates have to be ordered well in advance with the IVV.

2026 Registration Checklist

Fees remain unchanged for 2026, except Insurance Contribution.

Please use this form as a prompt to ensure you have included all the necessary paperwork required. Your club may wish to consider placing an advert in the BWF Yearbook for any of their events/series/permanent trails which can be done on this form.

CONCLUSION

The 'name', 'position' and 'date' fields at the bottom of each form **must** be completed. Please note that all contact information provided will be published in the 2026 Events & Permanent Trails yearbook, on the BWF website and will be provided to the IVV & IVV-Europe for publishing on their websites.

All the Registration Forms will be posted on the BWF website in pdf format. They will be sent by e-mail in word format to Club Contacts. These forms can be returned by email to registration@bwf-ivv.org.uk though a postal address is provided as an alternative. If filling in the forms by hand, please use BLACK ink for clarity.

The deadline for returning completed forms for registration and publishing in the BWF Yearbook is **31st July 2025**. Registrations received after that date will only appear on the BWF website. It may not be good strategy to assume that everyone has or has access to a computer.

Queries can be sent to registration@bwf-ivv.org.uk

I look forward to receiving your club registrations.

BWF Registration