

# Dune du Pilat

## Online registration procedure



## Rules for groups on the « Dune du Pilat »

As a reminder, each organisation (*schools or clubs*) can have a limited number of 10 persons maximum (*pilots and instructors included*) per week.

Each organisation (*schools or clubs*) are allowed a maximum of 14 days internship for the whole season.

**Indicated quotas above must be respected.**

All organisations and groups willing to go on the Dune du Pilat will have to contact us to create their institution form. (*see indicated procedure below*)

Once your form is created, organisations and clubs will be able to connect on the on-line schedule to book slots depending on the availability..

Prior to your arrival, all organisations and EU members will have to fulfill all the required procedure from the Ministry of Sports (*DDCS*) on <https://www.arquedi.sports.gouv.fr> in order to get all the required approvals. (*see [www.parapilat.com](http://www.parapilat.com)*)

**Should you not respect this statement, you could be immediately forbidden to proceed to any practice on the Dune du Pilat and could be exposed to criminal proceedings (up to one year in jail and 15000 euros fine).**



# Registration in 3 steps

## Step#1

It is mandatory to declare for UE members

## Step#2

Pré registration form: Creation of the organisation form

## Step#3

Online Booking



# Step#1

## It is mandatory to declare for UE members

*This step is a legal obligation and it only concerns any EU member who is willing to teach paragliding on the Dune du Pilat and get a payment for it.*

Once your request is done and validated - you will be informed by email- you will be asked to make a declaration at the French Ministry of Sports

- ▶ GO online to <https://www.arquedi.sports.gouv.fr/>
- ▶ Select « Register » to create your account ( *one request per instructor*)
- ▶ Informations on the candidate and ID photo
- ▶ Diploma (*issuing country, date*) translated into French by a certified translator with information content.
- ▶ Proven track of professional record: provide the hourly quantity (*employer testimonial or employment contract*)
- ▶ First aid training certificate
- ▶ A supporting document justifying the absence of conviction (*official criminal records*)
- ▶ A Cover letter
- ▶ Certificate testifying of the ability to practice and coach
- ▶ Justify a spoken knowledge of French
- ▶ Dates and places of the requests
- ▶ Requests have to be submitted at least 2 months ahead



## Step#2

# Online pre registration and organisation form creation

### How to proceed ?

- ▶ [Fill in the pre registration form:](#)
- ▶ You will have to provide the following information: name of your organisation, KBIS certificate or SIRET
- ▶ Once these information are sent, you will receive an email confirmation ([info@parapilat.com](mailto:info@parapilat.com)) to create your form.

**Any incomplete requests  
will be refused.**



## Step#3

### Online booking

Once your form has been made and once you have received your login via email, go to [www.parapilat.com](http://www.parapilat.com) in the « online booking » tab (*you can choose the appropriate language by clicking on the icon top right of the page*)

- ▶ Select a date and the number of persons, use « Cart » to validate your choice. For several days of reservation, you have to add them one by one (*up to 14 days per season*). At any time, you can modify your cart by clicking on the tab « Cart »

▶ If the dates are crossed, it means the maximum quotas has been reached and it will not be possible to work these days even if you show up on site

- ▶ Once you have selected your desired dates, you can verify your booking

- ▶ Indicate in « Personal datas » your login or your account email

- ▶ Verify

▶ Once your online reservation request is done, you will receive an automatic confirmation email (*keep it with you in case of an official check*)

