

CORFE MULLEN CARNIVAL

CORFE MULLEN CARNIVAL, SATURDAY 9TH JUNE 2018 PROCESSION ENTRY FORM

The Corfe Mullen Carnival is widely recognised as one of the largest village Carnivals in the area with over 4500 visitors attending each June.

The event not only provides the opportunity for the local community to meet together and celebrate what will be the 52nd consecutive Carnival in the village, but also to raise many thousands of pounds for local charities and community groups.

The success of the Carnival is to a great degree due to the fantastic variety and quality of the procession entrants who make a magnificent effort every year to entertain the crowds lining the procession route.

We therefore hope that you will be able to join us and take part in this year's event and we have pleasure in enclosing the procession booking form for Carnival 2018.

This 2018 event will take place on Saturday 9th June with the following timetable:

- 1st April participants to return completed entry forms.
- **Carnival Day 9th June**
- 11.30am entries congregate in the designated areas.
- 12.30pm Judging takes place including presentation of trophies and rosettes.
- 12.55 start your engines!
- 1.00pm the procession moves off.
- 2.00pm the procession arrives at the recreation ground.
- 2.30pm selection of best Corfe Mullen Entries for the 'Cyril Dale' shield.

The classes for entry are as follows:

(The ages refer to average age of persons actually on the float)

A) PRIMARY Float	(6 and under)
B) JUNIOR Float	(7 to 10)
C) INTERMEDIATE Float	(11 to 18)
D) ADULT Float	(19 and over)
E) PRIVATE Float	(Mixed age groups)
F) TRADE	
G) WALKING TABLEAUX – ADULTS	(Groups of 3 or more)
H) WALKING TABLEAUX – CHILDREN	(Groups of 3 or more up to 16 years of age)

To ensure that the event complies with relevant legislation it has been necessary for the Carnival committee to modify the terms and conditions that all groups are required to comply with to enable participation within the Carnival procession.

It is not the intention of the Carnival to create barriers to participation and if any participant requires clarification or assistance with any of the conditions, then please contact the procession co-ordinator immediately.

Terms and conditions

1. All groups, organisations and individuals wishing to enter the procession will be responsible for providing their own insurance and proof of cover should be issued to the procession co-ordinator by the 1st April. **(Note failure to provide evidence of valid insurance will preclude participation within the procession)**
2. It is incumbent upon the entrants to ensure that any vehicle entering the procession has in place the appropriate insurance cover and evidence is to be available for inspection prior to the start of the event. **(Note failure to provide evidence of valid insurance will preclude participation within the procession)**
3. A copy of the specific Risk Assessment relevant to this event must be returned with this form. Should you have any queries in this regard please contact David Mills, see details below.
4. It is incumbent on the entrant organiser to ensure that all personnel assisting with the activity are made aware of the content of the Risk Assessments & Method Statements (RAMS).
5. Floats must be constructed to a standard that does not expose participants or the general public to any risk of injury.
6. Individuals travelling on floats must not be allowed to put arms or legs over the side of the vehicle.
7. All entrants agree to hand over all monies collected during the procession to the Carnival Committee. All money collected is donated to the supported charities; **strictly no entrants are permitted to use their own collecting buckets or collect for any other cause.**
8. You are required to provide at least two persons walking on either side of the float or walking tableaux to ensure the safety of your participants and the general public.
9. No advertising material / flyers to be handed out during the procession
10. The letter card you receive **MUST** be placed in a prominent position on the front windscreen of the float vehicle.
11. All floats **MUST** be in position by 12.00 ready for judging at 12.30 pm prompt. **Failure to comply with this requirement may result in your entry not being judged.**
12. Only four walking marshals will be permitted free entry with each float. Please ensure all parents are aware that they will have to pay the £2 entry fee to enter the recreation ground.
13. Entrants must dispose of all their waste materials from the recreation ground. Any cost incurred by the Carnival to dispose of materials discarded after the event may be charged to the offending entrant.
14. All vehicles taking part must not exceed a 5 MPH speed limit whilst traveling on the procession route and at the recreation ground.
15. Any entry not complying with these terms and conditions may be prevented from participating.
16. **ALL PERSONS AND ORGANISATIONS TAKE PART IN THE CARNIVAL PROCESSION ENTIRELY AT THEIR OWN RISK AND NEITHER CORFE MULLEN CARNIVAL OR ANY MEMBER OR REPRESENTATIVE THEREOF IS TO BE HELD LIABLE FOR ANY LOSS OR INJURY ARISING THEREFROM HOWSOEVER CAUSED.**

Please return this entry form as soon as possible but no later than the 1st April. I trust that I have included all the information that you should require, however, should you have any questions, please contact me on: 07803 262350 or email me at the address below.

**David Mills - Procession Co-ordinator
99a Wareham Road
Corfe Mullen, Wimborne, BH21 3JY
E-mail: david.mills1959@btinternet.com**

Please retain this information sheet for your future reference

CORFE MULLEN CARNIVAL



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Name of Organisation	
Contact Name / Address / Email	
Telephone Number	
Class of entry	
Float Subject	
Approximate number of participants	
Risk Assessment attached	YES/NO If No, please state reason

Please note that by signing this form the procession entrant agrees to comply with the terms and Conditions listed on pages 1 & 2 of this document.

Signature:	
Print Name:	Date:

Please return completed forms to:

David Mills
99a Wareham Road
Corfe Mullen
Wimborne
Dorset
BH21 3JY

Mobile: 07803 262350

Alternatively e-mail: david.mills1959@btinternet.com

PLEASE COMPLETE

SAMPLE RISK ASSESSMENT FOR YOUR COMPLETION ALTERNATIVELY PROVIDE IN YOUR OWN FORMAT:

1. When completing the assessment please consider **all** activities associated with your participation in the procession and list what risk exist.
2. Identify who is at risk IE your own group, helpers, members of the public other entrants etc.
3. Finally identify the measures you intend to implement to remove or mitigate the risk.
4. Please simply copy this page if more space is required and return it with your booking form.

Please use BLOCK CAPITALS

Name (as per procession entry):	
Address:	
Name of Person Responsible:	
Signature:	
Date Assessment Undertaken:	

What is the risk	Who is at risk	Control measures to minimise risk