

CORFE MULLEN CARNIVAL

CORFE MULLEN CARNIVAL, SATURDAY 10TH JUNE 2023 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 55th 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 2023.

This 2022 event will take place on Saturday 10th June with the following timetable:

- **1st May** latest date for the participants to return completed entry forms.
- **Carnival Day 10th June**
- 11:30 am entries congregate in the designated areas.
- 12:30 pm Judging takes place including presentation of trophies and rosettes.
- 12:55 pm start your engines!
- 1:00 pm the procession moves off.
- 2:00 pm the procession arrives at the recreation ground.
- 2:30 pm 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 Coordinator 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 Coordinator by the 1st May. (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 the Procession Coordinator, 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 noon ready for judging at 12:30 pm prompt. Failure to comply with this requirement may result in your entry not being judged.
12. 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.
13. All vehicles taking part must not exceed a 5 MPH speed limit whilst traveling on the procession route and at the recreation ground.
14. Any entry not complying with these terms and conditions may be prevented from participating.
15. ALL PERSONS AND ORGANISATIONS TAKE PART IN THE CARNIVAL PROCESSION ENTIRELY AT THEIR OWN RISK AND NEITHER CORFE MULLEN CARNIVAL NOR ANY MEMBER OR REPRESENTATIVE THEREOF IS TO BE HELD LIABLE FOR ANY LOSS OR INJURY ARISING THEREFROM HOWSOEVER CAUSED.

Please complete the entry form below and send it to the Procession Coordinator as soon as possible, but no later than 1st May. This document should contain the information that you require, but if you have any questions, please contact the Procession Coordinator, using the details below.

You can complete the form below by using the Fill & Sign tool in Adobe Reader's Tools menu to enter text in the boxes below. You can then save the completed form email to the Procession Coordinator david.mills1959@btinternet.com

To download and install Adobe <https://get.adobe.com/uk/reader>

More information on Fill & Sign can be found at <https://helpx.adobe.com/uk/acrobat/using/fill-and-sign.html>

Please retain this information sheet for your future reference

**CORFE MULLEN CARNIVAL, SATURDAY 10th JUNE
2023 PROCESSION ENTRY FORM**

Name of Organisation		
Contact Name		
Address		
Email Address		
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 - Procession Coordinator
99a Wareham Road
Corfe Mullen, Wimborne, BH21 3JY
E-mail: david.mills1959@btinternet.com
Mobile: 07803 262350

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 risks 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