**NEWPORT PAGNELL CARNIVAL**

**PARADE APPLICATION FORM**

**Theme: 60 Years of Making Memories!**

**Saturday 2nd July 2022**

**Riverside Meadow**

Thank you for your interest in taking part in the 2022 Newport Pagnell Carnival Parade.

Below you will find the entry form, judging form and the T&C’s.

Please send completed forms to parade@newportpagnellcarnival.com or post to: Sarah Brandon, 7 Masefield Close, Newport Pagnell, MK16 8DZ.

Deadlines: 3rd June 2022 if you’re collecting money or 20th June 2022 if you are not.

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| --- |
| **It is a condition of entry that you have read and understood the information on pages****3-4 of this form.** |
| I confirm that I have read and agree with the terms and conditions *(please tick)*  ⬜ |
| **Organisation/Group Name:** |  |
| **Contact Name:** |  |
| **Email address:** |  |
| **Telephone Number:** |  |
| **Planned method of travel for the Parade:** (i.e., lorry, walking, car, cycling etc.) |  |
| **Number of walking passes required:** Please see page 3 for an explanation of walking passes |  |
| **Will you be collecting money in the parade?** (please see page 3 for an explanation)  | Yes, please add us to NP Carnival permit |  |
| Yes, on our own permit |  |
| No |  |
| **Charity / group you are collecting for:** (if applicable)  | Name: |  |
| Charity Number: (if applicable) |  |
| **Will you be playing pre-recorded****music during the parade?:** (Please circle) | Yes No |
| **Where did you hear about us?** |  |
| **\*Please now complete the judging form on page 2\*** |

**Judging Categories**

Parade entries can be judged against seven different categories, all listed below. You

can enter into as many categories as you want, or none at all.

Entrants are judged independently of the Carnival Committee and the judges’ decisions

are final.

Please tick which categories you would like to be judged in (you can select multiple

categories):

If you do not wish to be judged please still return this form, ticking the ‘Do not judge us in

any category’ box.

|  |  |
| --- | --- |
| **Class A: Promotional/Commercial/Small Business/Advertising** |  |
| **Class B: Majorettes/Cheerleaders /Dance Troupes** |  |
| **Class C: Walking Fancy Dress** |  |
| **Class D: Children’s Entry** |  |
| **Class E: Most Inventive Transport** |  |
| **Class F: Best Pub** |  |
| **Class G: Best Overall Interpretation of the Theme** |  |
| **Do not judge us in any category** |  |

By submitting this form to the Newport Pagnell Carnival Committee, you are agreeing that all information submitted on this form will be held by the Newport Pagnell Carnival Committee with the sole purpose of contacting you about the event. We will not pass your details onto any other party. You can review out full Privacy notice on the Newport Pagnell Carnival website.

**Terms and Conditions**

The Carnival Committee is run by a group of volunteers, in their spare time and around their full-time work and life commitments. When contacting members of the committee please be patient

and bear this in mind – we will respond to all queries as soon as we possibly can.

**Forms**

* Completed forms must be returned to parade@newportpagnellcarnival.com by 3rd June

 2022 if you’re collecting money in the parade, or 20th June 2022 if you are not.

 If for any reason your application is after these dates, please contact us first by telephone

 on 07956420985 or email at parade@newportpagnellcarnival.com.

**The** **Parade**

* Entrants will be required to arrive at Blakelands between 10:00 – 11:30am.

 The parade leaves Blakelands at 12:00 and travels through Newport Pagnell, to Riverside

Meadow. The parade route lasts approximately one hour, but your finish time will depend on your position in the parade line up and the time you leave Blakelands.

**Parade Method of Travel**

* We welcome all kinds of transport methods into the parade – lorries, bikes, cars, walkers,

 roller skates, horses; the more variety the better!

 However, unfortunately we do not have the resources to help you arrange your transport.

 If you’re intended method of transport changes please inform us immediately.

**Entry into the Field**

* Parade entrants get free entry into Riverside Meadow, where the parade finishes. Entrants

on their method of transport (e.g., people on lorries, bikes, in cars etc.) or obviously within a

walking group will gain automatic entry. Anyone walking the parade alongside their

float/entry will require a ‘walker’s pass’ to gain free entry. Please indicate how many

walking passes you require on your entry form. You are limited to 10 per parade entry. Any

additional walkers will need to pay the entry fee (£2 for adults, £1 for children) and enter

the field via Trent Gate (maps at the end of the pack). These will be distributed to each

parade entrant on arrival to Blakelands.

* Upon entry into the field your method of transport will be guided to a designated area

where you will be able to disembark and strip your transport of any decorations. Your transportation method will be able to leave the field after approximately two hours but for health and safety reasons you will need to wait for a member of the Carnival team to escort you off.

* Please see the Parade Pack for information on the collection of any children involved in the Parade. In short, please be aware that parents/guardians arriving to collect children on Riverside Meadow will be required to pay the entry fee. Alternatively, a meeting point should be arranged to take place off-site, by the float organiser.

**Parade Packs**

* Please see the parade pack on our website for much more detail about the carnival, ideas

 for your entry and the need-to-know as well as the nice-to-know. A parade information

 pack will also be sent out to you following receipt of your entry form.

* Your allocated starting position and more parade information will be emailed to you prior to the event.

**Judging**

* Entrants are judged independently of the Carnival Committee and the judges’ decisions

 are final.

**Health & Safety**

* Entries must have one person responsible for health and safety. This person is responsible for

 briefing all participants on appropriate conduct, ensuring that everyone is wearing

 necessary weatherproof wear and that appropriate weather precautions are taken (e.g.

 wearing sun cream), ensuring that participants remain on their chosen method of transport

 throughout the procession and ensuring that their transport is adequately equipped (i.e.

 safety barriers, fire extinguishers etc.)

**Behaviour**

* Newport Pagnell Carnival is run by a committee of volunteers. We will not tolerate any

 verbal or physical abuse before, during or after the carnival. Anyone who is deemed to be

 acting against the spirit of the carnival (either to a committee member, another parade

 entrant or to a member of the public), will have their application declined, be asked to

 leave the carnival and/or have all future applications rejected.

**Feedback**

* If you have any feedback, please send it to parade@newportpagnellcarnival.com. Please

 do remember that the carnival is run by a committee of volunteers, who do their best to

 please everybody on the day.

**Should you encounter any problems on the day, please contact a member of the Committee. We are here to help.**

www.newportpagnellcarnival.com        facebook.com/newportpagnellcarnival          #NPCarnival