**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: 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.

**Parade information**

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.

**Parade Information Pack**

Please visit our website and download the Parade Information Pack, designed to help you

get the most out of the Carnival weekend and give you the need-to-know information, as

well as the nice-to-know.

Forms

Completed forms must be returned to parade@newportpagnellcarnival.com by 5th June

2020 if you’re collecting money in the parade, or 26th June 2020 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 – 11:40am.

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

Meadow. The parade route lasts approximately one hour.

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 within 2 hours (maximum).

* 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.

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. The preference would be to contact via email where possible so that we can manage replies around work.

**Duck Information Pack**

1. Please visit our website and download the ‘Big’ Duck Race Information Pack, this is designed to help you get the most out of the Carnival weekend and give you the need-to-know information, as well as the nice-to-know for the ‘Big’ duck race.

**Forms**

1. Completed forms should be sent to NP Carnival Duck Race, Dave and Debbie Cox, 2 Waveney Close, Newport Pagnell, MK16 9EA.
2. Forms must be returned by 5th June 2022. Places in the race are limited so we would advise booking your space as soon as possible.

**Payments**

1. Payment must be submitted along with your application. No duck can be reserved without payment of the full amount.
2. Cheques should be made payable to ‘Newport Pagnell Carnival’.
3. BACS payments need to have your company/group name as the reference.
4. All payments are non-refundable.

**Duck Delivery**

1. Purchased ducks will be delivered from 1st May 2022.
2. Delivery of decorated ducks should be arranged with Dave or Debbie and must be received by 27th June 2022. Please contact Dave or Debbie via the email address at the bottom of the page.
3. If you fail to deliver your decorated duck by the deadline you must contact us to arrange alternative arrangements.
4. Failure to deliver your decorated duck by the deadline will mean that your duck may not be featured in promotional photographs and may also result in forfeiture of your race entry.
5. Your duck will be returned to you within two weeks of the Carnival finishing, provided you are based in Newport Pagnell. Entrants based outside of Newport Pagnell will need to arrange collection.

**Duck Decoration**

1. Please ensure your group/company name and phone number are written in marker pen on the base of your duck.
2. We do not guarantee group/company etc. exclusivity of any kind.

**Behaviour**

1. 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 stallholder 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**

1. If you have any feedback please send it to chair@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