



Entry form

Part A to be completed and returned as soon as possible to secure a position in the Carnival parade.

YOUR DETAILS	
Contact Name	
Organisation/Group	
Type of entry (e.g. float, walking group or vehicle)	
Telephone	
Address	
Email Address	

All future correspondence will be sent to the above.

Part B to be completed two months prior to the event; an event organiser will contact you on the above contact details to obtain the information required for the below section.

ENTRY DETAILS		
Name of Entry <i>(As you would like it to appear in the programme)</i>		
Which categories would you like to be judged under?	CATEGORY	PLEASE TICK (you can choose more than one)
	Best Float	
	Best Walking Group or Band	
	Best Youth Group (80% of participants must be under 18)	
	Best Charity Entry (Please provide registered charity number):	
	Best Corporate Entry	
	Best vehicle (bus, car, motorbike or bicycle)	
	Best Dancing Group	
	Best Local or International Community Group	
Best Agricultural Entry		

Prizes will also be awarded for the Mayor's Prize, the People's Choice' and 'Best Overall Entry'.

- Is your entry: A walking entry
 Motor driven
 A combination of the above

Size of float/vehicle – Max height and width 4m <i>(Please include measurements for all vehicles. For example if you have a car pulling a trailer we require the entry for both of these)</i>	Height		Length		Width	
	Height		Length		Width	

Number of participants	
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Will your entry be playing any music live or otherwise?	
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Phone **696300** Email carnival@douglas.gov.im



General Conditions of Entry

GENERAL CONDITIONS OF ENTRY (APPLIES TO ALL CATEGORIES)

- A signed entry form is your guarantee to abide by the rules for the procession entry set out by the carnival organisers.
- The organisers retain the right to refuse entry to the procession, without giving a reason.
- In the interests of safety for both the participants and spectators no alcohol is to be consumed by the participants in the carnival before or during the procession.
- All persons participating in activities and events as part of the Douglas carnival do so entirely at their own risk and are responsible for arranging any insurance cover required. The organiser shall not be liable for any accident suffered by any person or damage or loss caused to and in respect of any property or thing.
- If using helium balloons, please ensure these are disposed of in an environmentally friendly manner.
- All entries must be received by Friday 30th June to feature in the Carnival programme.

CONDITIONS OF ENTRY (FLOAT)

- Every procession vehicle will provide a minimum of two stewards/marshals wearing high visibility clothing to ensure the safety of persons travelling on the vehicle or trailer. There must be at least one steward/marshal on either side of the vehicle. They must be in visual communication with the vehicle driver at all times.
- All vehicles must be in a road worthy condition.
- All motor vehicles and trailers must have at least third party road risk insurance and be covered for Social, Domestic and Pleasure use.
- It is your responsibility to ensure the vehicle you are using is covered by your insurance for the purposes of the Carnival.
- All vehicles must be taxed.
- Floats must not exceed an overall width of 4 metres.
- Floats must not exceed an overall height of 4 metres.
- To be permitted entry in to the procession each float must be built or equipped as follows:
 - There must be clear marking of the edge of the vehicle, ensuring it is visible to all participants on the float.
 - There must be no more than one person per square metre on your float.
 - Any person on the float must be sitting down or have a safety system whereby they cannot fall off; for example, you could consider anchoring chairs and installing edge protection or netting.
 - There must be no throwing of items from the float (this includes sweets).
 - All dressing on the float must be secured so that it cannot fall off during transit.
- Responsibility for the safety of children will remain with the float organiser until such a time when they are collected by a responsible adult at the dispersal point.
- All drivers and vehicle stewards will be subject to further instructions prior to the event
- If you are using a generator on your float:
 - You must be in possession of and able to use a fire extinguisher.
 - It must be positioned and protected in a manner which does not cause a risk of fire or burning of anyone. The exhaust must be positioned as not to allow for an accumulation of exhaust fumes for either the people on the float or others in the procession.

CONDITIONS OF ENTRY (WALKING GROUP OR BAND)

- Responsibility for the safety of children will remain with the group organiser until such a time when they are collected by a responsible adult at the dispersal point.
- All participants must adhere to further instructions which will be issued to the lead contact prior to the event.
- Every effort will be taken to ensure a sunny and dry day....but please be mindful that horse tram tracks can be slippery when wet.

CONDITIONS OF ENTRY (OTHER VEHICLES)

- All vehicles must be in a road worthy condition.
- All motor vehicles and trailers must have at least third party road risk insurance and be covered for Social, Domestic and Pleasure use.
- All vehicles must be taxed.
- It is your responsibility to ensure the vehicle you are using is covered by your insurance for the purposes of the Carnival.
- To be permitted entry in to the procession each vehicle must be built or equipped as follows:
 - There must be no throwing of items from the vehicle (this includes sweets).
 - All dressing on the vehicle must be secured so that it cannot fall off during transit.
 - Safety equipment relative to the vehicle must be worn.
 - Car drivers and any passengers must wear a seat belt.
 - Cyclists must wear a helmet.
- All drivers will be subject to further instructions prior to the event.

I HAVE READ AND UNDERSTOOD THE ABOVE

Signed		Date	
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