



Farnham Carnival 24th June 2023 **The Wonderful World of Books**

Helping You Take Part

The rules will be enforced by the Farnham Carnival Committee or any representative of Farnham Carnival Committee ("Farnham Carnival").

We appreciate the time and effort it takes to assemble a float or organise an entry and we will do our best to advise you whenever we can.

If you're a local organisation or business, you could boost your profile in the area by entering the Carnival Parade and you'll be seen by the thousands of people that line the streets of FARNHAM on Carnival Day.

Marching Bands, Motorised Floats, Walking Entries, all together make a colourful, pulsating, energetic and exciting display.

Farnham Carnival is the biggest event in the Town in JUNE and is an incredible experience for all the community.

If you've never had a float before – talk to your friends or a local charity/school/club/pub – they might be interested in getting involved.

**Most importantly we want you to have a fun filled,
fantastic and fabulous day**

Please **READ THIS PAGE** and then complete the "PARADE ENTRY FORM"

GENERAL INFORMATION & CARNIVAL RULES

1. Entries for participation in the parade must be made using the entry form and submitted before the deadline. This year the deadline is 5pm on 16th June 2023. Late entries will not be accepted. Entry Forms can be downloaded from the

website or on request from info@farnhamcarnival.org, or are available from
Chris Wilson, Farnham Carnival, ,11 Longhope Drive, Farnham, Surrey, GU10 4SN.

2. Remember, Carnival is supposed to be fun and not a platform for demonstration of political views or strong beliefs.
3. The parade committee reserves the right to close entries at anytime if in the opinion of the committee there are too many entrants to safely take part in the parade.
4. Farnham Carnival reserves the right to exclude any participant that has falsified the application information or whose actions or attire are not in the best interests or spirit of the Carnival. Farnham Carnival reserves the right to refuse entries, which, in the opinion of the organisers may give offence.
5. Farnham Carnival will seek the immediate removal of a participant, that in the opinion of the organisers, is causing a nuisance, annoyance or danger to themselves, other participants in the Farnham Carnival or the public.
6. No alcohol, 'legal high' or illegal items or substances are permitted on the parade or in the preparation and disassembly areas. At their discretion, Farnham Carnival may remove anyone they believe to be under the influence of alcohol, 'legal high' or illegal substances.
7. Participants shall indemnify Farnham Carnival from and against all actions, proceedings, damage, claims, losses or outgoings of whatever nature arising out of the participant's entry in the Carnival. Farnham Carnival will not be responsible for any personal injury, loss or damage to property.
8. Participants take part at their own risk and are explicitly responsible for their own Health and Safety in, on and around their floats and at all times.
9. Participants must co-operate with Farnham Carnival regarding risk assessments of the Carnival both in its entirety and of individual entries. Entrants may be excluded if the risk assessment identifies risks which in the opinion of the Carnival organisers are unacceptable.
10. Participants must immediately comply with any reasonable instruction given by Farnham Carnival or the authorised representative thereof in the interests of Health and Safety.
11. The distribution of any printed advertising material during the parade must be agreed by Farnham Carnival prior to or on Carnival Day.

12. Participants are responsible for obtaining parent or guardian consent for persons under 16 years of age to participate in the Parade. Evidence of consent is to be available for inspection at any time prior to and during the parade.
13. Each group entry must nominate one or more Health & Safety representatives (with a current knowledge of First Aid if possible). The H&S rep should contact a Parade Marshal as soon as practically possible in the event of a problem.

Participants should ensure that:

- i) Each float carries a first aid kit and a fire blanket suitable for retarding smoke/flames from on board equipment.
- ii) The H&S Rep must contact a Parade Marshal as soon practically possible in the event of a problem.

Parade Marshals have the right to demand a float stops and be evacuated if in their opinion a hazard is developing including a fire risk.

Actual fires of any size presenting a threat to safety should only be dealt with by the blue light services.

14. Drink/refreshments shall be available to participants to prevent dehydration and hunger.
 - Suitable alternative clothing shall be available for adverse weather conditions. Sun hats and sun screen should be provided by the participants if the weather is hot
 - Necessary wheelchairs, buggies etc are to be available.
 - Costumes shall be fit for purpose regarding comfort, weight, and manoeuvrability. Farnham Carnival accept no responsibility for dress code copyright.
15. Entrants will be covered for Performing Rights liabilities by the Organisers for the duration of the parade activities.
16. Any photographs or video images taken by Farnham Carnival can be used for publicity – e.g. Website, Social Media and Printed Material etc.
17. All Judge's and Farnham Carnival decisions will be final.

MOTORISED FLOATS & ENTRIES

1. **ALL VEHICLES IN THE PARADE MUST BE APPROPRIATELY INSURED. WRITTEN PERMISSION MUST BE SOUGHT FROM THE ENTRANT'S INSURER IN EVERY CASE WHERE USAGE OF THE**

VEHICLE INCLUDES PASSENGERS NOT OCCUPYING THE NORMAL SEATING

Insurance Details Proof of permission may be required on Carnival Day

2. Participants are responsible for ensuring that their floats/entries and/or associated equipment are properly constructed, assembled, anchored securely and that no modifications have been made which constitute a real or potential safety hazard. Motorised floats must be provided with restraining devices to ensure individual's safety whilst the float is stationary or moving -- a maximum speed of 4 mph is mandatory for such entries.
3. Float organisers may be requested to provide the following information (a) Name of Driver (b) Address of Driver (c) Vehicle.
4. Provision of vehicles, PA systems and generators are the sole responsibility of the participant. Involvement in the parade is entirely at each participant's own risk.
5. Participants will be required to provide a LEAD STEWARD and adult stewards from the group (we recommend 1 steward per 8 participants) to look after their members on the day.
6. No pyrotechnics or throwing of objects, dangerous items or substances is allowed. Throwing or squirting of water or any other liquid is forbidden -- you will be asked to leave the Parade if water or missiles are used.

STREET COLLECTION & PAYMENTS TO ENTRIES

1. Street Collection –
 - All entrants must comply with the Waverley Borough Council Street Collection Regulations -- The Street Collection Licence is obtained by Farnham Carnival.
 - All money collected will be distributed to the charities, schools and youth groups that take part in the Parade. **Authorised "Farnham Carnival" Collection Buckets MUST be used to collect ALL monies and returned to Farnham Carnival at the end of the Parade.**
 - Donations may be made by credit card to authorised collectors who will have Farnham Carnival identity cards
2. Payments to Entries –
 - a. If you are entering on behalf of a charity, school and youth group you must advise us of this on the **PARADE ENTRY FORM & PROVIDE BANK DETAILS** --otherwise you may not be eligible to or receive a payment.

ASSEMBLY INFORMATION

1. All Entries should assemble in the Upper Hart Car Park at The Hart, Farnham for judging to commence at 4.45 pm. You can choose NOT to be judged. If you choose not to be judged you must arrive in the Upper Hart Car Park by 5pm.
2. Please arrive in good time and ensure that your **LEAD STEWARD** registers your entry on arrival at the Control point. After registration, you will be directed to the appropriate area in the car park for your class of entry.
3. Vehicle Insurance is the responsibility of the entrant. Any vehicle which will include people not using the vehicle's normal seating **MUST** be specifically insured for such use.
4. Farnham Carnival may ask for a written declaration prior to or on the day that adequate insurance is in place.
5. Cars which are not part of the carnival parade should not enter the Upper Hart Car Park unless prior approval by the Carnival Marshals has been given.
6. The Parade moves off from the Upper Hart Car Park at 6.00 pm and takes approximately 60-to 90 minutes to complete the route and return

We expect your absolute co-operation in making this an enjoyable and unforgettable day for all participants and spectators

**AFTER READING THIS PAGE please read the "CATEGORIES AND JUDGING" page which can be found on the website
Please, complete the "PARADE ENTRY FORM"**

Farnham Carnival is jointly organised and managed by "The Hedgehogs" and "Farnham Lions". If you have questions regarding the Carnival, or your participation please e-mail info@farnhamcarnival



Farnham Lions Club