**Linlithgow Marches – Procession Entry**

**For a Float or Group processing in the Parade**

|  |  |
| --- | --- |
| **Organisation** |  |
| **Main Contact name and address** |  |
| **Telephone Number** |  |
| **Email** |  |

|  |  |
| --- | --- |
| **Category to be entered** |  |
| **Overall length (metres/feet)** |  |
| **Confirmation of adequate Public liability insurance arranged** | YES/NO |

|  |
| --- |
| I confirm that I have read and understood that as the float operator I acknowledge that the above named organisation has entered a float in the Linlithgow Marches Procession and I have read and understood the minimum guidelines for the safety and conduct of participants must be adhered to. |
| **Print Name** |  |
| **Signed** |  |
| **Date** |  |

For more information on Categories of entries, please see the Categories and Float safety Guidance.

Please complete this form and return to the Clerk of the Court by 1st June:

R.McIntosh, Clerk to the Court

19 Royal Terrace

Linlithgow

EH49 6HQ

Or by emailing linlithgowmarches@gmail.com

**SAFETY ON FLOATS**

The Deacons Court would bring the following points to the attention of all persons who enter a float in the Marches Procession regardless of class entered.

Both the behaviour and safety of any person or persons either on or accompanying the float is the responsibility of the person or organisation entering the float in the procession (the float operator).

The following safety guidelines are a minimum standard to be adhered to by all float operators. The Police have a right to order the removal from the procession of any float where the guidelines are being breached.

1. **One nominated person must be in charge of each float and his/her name must be given to the Procession Convener at the time of the judging of the floats. The nominated person to be assisted by another wherever possible.**
2. **Every effort must be made to ensure the safety of those on the float - wherever possible guardrails and other protective devices should be included in the construction, especially for children’s floats.**
3. **All persons on or accompanying the float should be well supervised with particular attention paid to children.**
4. **Where possible all child participants on a float should be seated.**
5. **The organisation or group making the entry are responsible for ensuring that any vehicle used as part of the Entry is in a roadworthy condition and properly taxed and insured, that all necessary precautions to ensure the safety of participants are taken and that all relevant and necessary insurances are in place.**

**N.B. This list is not exhaustive. Every participant has a duty of care for themselves and all others. Any behaviour, which represents a danger to any participant or to the public at large, is expressly forbidden.**