



MAY 16th 2020

Oundle Vintage Festival

STEAM ENGINES & TRACTORS VEHICLES

Oundle Vintage Festival 2020 – Entry Form & Conditions of Entry

Owner: Tel No:

Address: Postcode:

Email: Telephone:

Type of Exhibit: Steam Engine / Vintage Tractor before 1960

Make of Exhibit: Reg No:

Vehicle Model or Description

Date of Manufacture: Engine Scale (if applicable):

BRIEF HISTORY:

Insurance Company: Policy No:

Expiry Date of Insurance:

Do you require low loader or transporter parking (will be away from West Street)

Do you require caravan or living van accommodation? Friday Saturday Sunday (will be off site)

Are you interested in a road run on Sunday Yes No

Does your exhibit have any special requirements?

I declare that during the whole period of the Festival my vehicle/engine will be covered by a Public Liability Policy having a limit of indemnity of not less than £5,000,000 for any one incident. (Please tick)

I further declare that in the case of any event taking place wholly or in part on the public highway, that the use of the vehicle hereby entered is covered by insurance as required by the Road Traffic Act which is valid for such part of the event as shall take place on roads as defined in that Act. (Please tick)

I confirm that the driver/s of the vehicle is not disqualified from holding or obtaining a license to drive a vehicle of the appropriate class. I also confirm that any self-propelled exhibits or equipment that I bring to the festival site are insured to meet the requirements of the road traffic act. (Please tick)

Oundle Vintage Festival is a non-ticketed event for the public but aims to cover costs and donate excess funds to local projects through the 'Love Oundle Fund'. All exhibitors are asked to make a donation to help support the Festival. The suggested donation for Exhibitors of Vehicles (inc. Tractors) is £10. Donations can be sent by cheque to accompany the entry form (preferred), or passed to a committee member on 16th May. Cheques should be made payable to "ODATC" who as the local Business Association manage the festival funds on behalf of the Festival organising committee.

I HAVE READ THE CONDITIONS BELOW AND AGREE TO ABIDE BY THEM AT ALL TIMES WHILST ON SITE

Print name: Signed:

Please return this form to: Russell Bulley, Drovers Cottage, Main Street, Thurning, Nr Oundle, Northamptonshire PE8 5RB

Closing date for entries is 28th April 2020. Your Entry will only be accepted if this form is Signed and dated.

Tractors: This is a free entry event and the Committee ask tractor owners and vintage cars for a donation of £10 payable on the day.

Please enclose an A4 stamped addressed envelope for your passes to be posted to you.

OVF General Terms & Conditions

1. Definitions:
 - a. The site: the streets cordoned off for the Oundle Vintage festival.
 - b. The organisers: the Oundle Vintage festival
2. The organisers reserve the right to accept or reject any booking form enquiry. Any rejected bookings will be notified by return of post immediately stating any reasons and any cheques received will be returned.
3. The site owners, officials, members and agents of Oundle Vintage festival accept no liability for any loss, damage or injury to any person or property during the event however such loss or damage occurs.
4. All exhibitors shall have Public liability Insurance to cover their activities for a limit of indemnity of not less than £2 000 000 for any one accident and the organisers reserve the right to inspect the insurance certificate on arrival.
5. No vehicle movements are permitted on site during opening hours of 10:00 to 16:00 unless specifically directed by an official. All vehicles entering the site must:
 - a. On arrival wait to be directed to a parking area by event stewards
 - b. Be in place by 09:45 and not leave before 16:00
 - c. Display the relevant Vehicle Pass to the event
 - d. They must have dipped beam headlight on and not display hazard warning lights (where fitted)
 - e. Always adhere to the 5-mph speed limit whilst on site.
 - f. Remember that the Road Traffic Act will NOT be suspended for the event. This event is not exempted under the "Off Road Provisions of the Road Traffic Act".
6. Exhibitors must not interfere with or dismantle safety fences at any time.

7. Vintage or display vehicles:

- a. All exhibits must follow the safety advice and directions provided by OVF.
- b. The Festival opens at 10am and closes at 4pm. In due course you will be given detailed instructions on how to access the site.
- c. Your display vehicle/engine must remain in situ for the day.
- d. You are advised to carry a serviceable dry powder fire extinguisher of at least 2kg capacity.
- e. The law requires petrol to be stored in approved containers with a maximum content of 5lt (plastic can) 10lt (steel can).
- f. The Festival is being held on the public highway with roads blocked off to normal traffic, however it is not exempted under the "Off Road Provisions of the Road Traffic Act".
- g. Persons driving the vehicle on-site must hold a current driving license.
- h. Suitable public liability insurance documents are required and must be brought to the festival as you may be asked to produce them on the day.
- i. Please clear up any rubbish. Skips and bins will be provided on-site.
- j. Please help us to help you by keeping your eye on your own and your fellow exhibitor's exhibit.
- k. Please park all exhibits safely and leave out of gear with the hand brake on.
- l. Please disconnect batteries or isolate where possible, especially if no key is required, if the vehicle is left unattended
- m. Please chock wheels if exhibit is on a gradient.
- n. Please put a PLEASE KEEP OFF sign on your exhibit when you are not with your vehicle.
- o. Please remove starting handles where possible.
- p. Please remember only one person per tractor regardless of the number of seats.
- q. When exhibits are running there must always be a representative in attendance.
- r. Please ensure all drivers of electric starting exhibits are sitting on/in their exhibit when starting their engines.
- s. Do please book in with your steward on arrival & check the oil and water on your exhibit before leaving.
- t. All steam engines will comply with the NTET code of practice for events.
- u. All steam engines will remove or dispose of safely ash and dirty rags. Any oil that dips on the road surface must be removed before departure from the event (you have a duty of care).
- v. All steam engines will bring insurance and boiler paperwork to the event for inspection.
- w. In the event of an emergency escape of steam from a faulty engine, would all steam engine owners assist with maintaining and managing a cordon around the escape while it is rectified? Remember that the public have free access around the engines at other times.
- x. All steam engine movements shall be carried out with stewards to marshal traffic and public.
- y. Any unexpected events should be reported by telephone to the H&S officer.

8. No toilets are provided by the organisers. These may be available at various trading locations around the town. Please leave them as you found them. We appreciate that public houses may place conditions of purchase in return of use of toilets. Public toilets are available adjacent to the Co-op.

9. The organisers reserve the right to alter, amend or add to these conditions, in exception conditions these conditions may be changed by the Chairman or committee. Any decision made by the site owners, organisers, officials and event security is final.

If you or any of your attendees do not agree with the above, please do not return the form! You are signing for your exhibit, attraction, display, vending point or stall and you will ensure your crew agree with the above conditions.