



Farndon Soapbox Derby 2023 - Kart Application Form

(Amended 12 January 2023)

This is the information and application pack for the 2023 Farndon Soapbox Derby, to be held on Sunday 17th September 2023. Please read the rules in their entirety, complete the red parts on the last 2 pages and return the application form to us ASAP.

PLEASE NOTE: The rules for 2023 are slightly different to 2022. This year we will **not have a practice run. Each kart will have three timed runs instead. Also, we really want each kart team to try their best to raise at least £500 on their team JustGiving site (£250 for the Junior category). This is a 'wish-list' from us, not a 'golden rule' but to put on this event involves a massive amount of work by volunteers. Together we raised £26,000 in 2022 but we want to smash that in 2023 and offer more karts the opportunity to compete. We need YOUR HELP AND SUPPORT to do all of this please. This year we are also encouraging teams to find sponsors for their karts to help you with your fundraising.**

How the Event Will Be Run in 2023

The Farndon Soapbox Derby will take place on **Sunday 17th September 2023** from **07.30 am until about 5.30 pm**.

It is a time trial Charity event for gravity powered homemade karts, competing along a 300m tarmac road with a gradual decline, with curves, jumps and sections of steeper declines.

Karts will start from the bed of a 40ft trailer down a shallow ramp onto the road course itself.

Up to two kart pushers will be permitted on the trailer start bed **ONLY**.

Contact with the kart **MUST** finish at the top of the ramp. The pushers will then run and follow the kart down the course to assist in the event of stoppage, and in the recovery of the kart back up to the start at the end of each heat.

There will be NO PRACTICE RUN! Each kart will make three timed 'race' runs of the course and the final positions will be determined by the total time recorded for them. A 15 second penalty per intervention will be incurred should the kart driver require assistance from their race crew.

There are 2 separate categories Juniors (12-17) and Adults (18 and over) this refers to the drivers and passengers of the kart, (the Construction and Race Team can be of any combination of ages).

Be wacky – **but family friendly!** - we encourage imaginative, bright designs for your karts, sponsorship and logos are encouraged. There will be a competition for the most creative and fun kart which will be judged on the day.

We would really like it if every Adult kart team could aim to raise a minimum of £500 (Juniors £250) . Assistance will be given by the Hospice of the Good Shepherd's event team to set up your own team page on the main SOAPBOX JustGiving event Site and suggest ways of fund-raising for your kart - and there will be a special prize for the kart team that raises the most sponsorship money.

Whilst there will be no cost to come along and spectate – (this is a free to spectate Charity Event) –we will be encouraging donations for parking, and there will be street collections on the day.

In addition to the races there will be a programme of **family entertainment**, offered between the villages of Farndon and Holt at various venues – see our social media & website as the event planning progresses.

Farndon Soapbox Derby 2023 - Kart Application Pack

Conditions of Entry

1. A Team Captain is to be appointed (who must be at least 18 years of age) to sign the Registration Form (in advance) and Participation Form and Waiver Forms (on the day).
2. The Team Captain will be responsible for the entire teams' compliance with all the rules and regulations.
3. There is no limit to the number of people in the construction team.
4. The "Race Team" will consist of 1 driver and up to one passenger and 2 kart pushers for each run.
5. Any team member of the Race Team can be the driver of the kart to the finish line. But all names and signatures must be provided on the Participation Form on the day at the start of the event.
6. Any Race Team member under the age of 18 on the day must have written and signed consent of their parent or guardian on the appropriate section of the Participation Form.
7. No changes may be made to the kart after scrutineering, apart from any necessary repairs.
8. Karts may **not** be entered by multiple Teams – one kart - one team.
9. If your kart has previously competed in our event, we kindly ask that you rebrand it with a different theme.
10. Teams are responsible for the ongoing risk assessments of their kart during the event and are obliged to report any damage or potential risk to the scrutineers.
11. Each Team will complete a Risk Acknowledgement Waiver Form before competing.
12. The event is being run by local volunteers on behalf of the Hospice of the Good Shepherd who carry a £10m Public Liability Insurance policy, however this does NOT cover individuals to compete on the day.
13. **You will be required to take out your own policy to compete. This is a modest cost, and the organising team will direct you to an approved supplier closer to the time. Every team member trackside needs to be insured, be they a pusher, driver or passenger.**
14. Each Kart will be fitted with a transponder. These are unique and will be fitted to the Kart or driver by the timing company. It is your responsibility to ensure it is **on the driver for each race** and to return it to the timing company at the end of the event. There will be a £50 charge for any team not returning their transponder. NB No Transponder = no time recorded!!
15. The organisers have the right to refuse entry or withdraw any team if, in the organiser's opinion, the kart or Race Team poses a threat of injury to either themselves or others either before or during the event.
16. At no time during racing shall participants be under the influence of, or be affected by, alcohol, recreational pharmaceuticals or other substances or drugs that may impair their ability to participate
17. The rules are mandatory, any competitor refusing or failing to comply to them will not be allowed to compete, they have been designed for everyone's safety.
18. Farndon Soapbox Derby reserve the right to amend the rules and to go above and beyond their guidance, if necessary, to ensure the safety of all involved.

Farndon Soapbox Derby 2023 - Kart Application Pack

Technical Specification and Safety Clothing – Mandatory Compliance

1. Gravity propulsion only – i.e., no motors, no pedals, no stored potential energy (e.g. batteries) or sails.
2. Maximum **external length 3 metres** and maximum **external width 1.5 metres**.
3. No protrusions of any kind will be allowed outside these dimensions.
4. Wheels must be of an inflatable tyre type and unrestricted diameter but must be within the maximum. Dimensions.
5. Working brakes that affect 2 wheels on the same axle must be fitted and tested. **You MUST be able to stop your vehicle on the course – failure to do so will result in your dismissal from the event**
6. Karts must have **effective steering** to navigate the route.
7. Materials which might shatter on impact, are **NOT** permitted.
8. Karts **can carry no more than two people**, seated, feet facing forward.
9. **No exposed sharp corners or edges** will be allowed.
10. All items must be **securely attached to the kart** (*anything that is likely to fall off will be removed*).
11. **Covers may be attached to the chassis** but must be considered safe and secure on inspection.
12. A **padded steering wheel** or **handlebar** is recommended.
13. Karts may have **between 3 and 6 wheels, with or without suspension**.
14. **No additional ballast** is allowed in the kart.
15. The bodywork and the chassis should be constructed **using recycled materials where possible**, but we **strongly recommend a metal-based chassis** – (*build it well, so it lasts the day*).
16. **All karts must be safe** (*any believed to be dangerous to the public or the participants will **not** be allowed to take part in the race*).
17. **All karts must display their allocated race number**.
18. **No live fire or inflammable flares allowed on the karts**, -all 'accessories' must be securely fixed to the karts
19. Occupants of the kart **must** wear a hard-shell helmet with a secured chinstrap. Full-face helmets are recommended (***NB cycle helmets will not be accepted***).
20. **Legs and arms must be covered**.
21. The wearing of **gloves is mandatory**, elbow pads and knee pads are advisory.
22. **Occupants of karts to remain seated and facing forward at all times**.
23. Race Team must abide by reasonable instructions given by the event officials or marshals in the interest of safety and the smooth running of the event (*this includes braking after the finish line*).

Farndon Soapbox Derby 2023 - Kart Application Pack

How the Race will be Run

1. The Race Team will consist of a maximum of 4 people. (1 Driver, 1 Passenger and 2 kart pushers).
2. The driver/passenger can change for each run but must remain within either the Junior or Adult category.
3. The “push zone” is the trailer bed only, kart pushers are permitted to accelerate the kart only as far as the top of the ramp, they must release the kart. **Any infringement will incur a 15 second penalty.**
4. Kart pushers then follow the kart, should a push or other assistance be required along the route - **each individual intervention will incur a 15 second time penalty.**
5. A signal is given to mark the start of the timed run and the karts start time is only recorded as finished when the kart passes the finish line. After crossing the finish line driver must apply their brakes, slow down and enter the Stop Zone, before returning their kart back up to the start area at ‘Parc Ferme’/Farndon Primary School, Churton Road along a separate and pre-determined route.
6. Only 1 kart will be allowed on the track at any one time.
7. Please choose a tune appropriate to the kart theme, to be played over the PA on your run.
8. The finish time is final *(no exceptions)*.

Event Timings and Logistics - PLEASE NOTE UPDATED TIMINGS

Please visit the village before the event day to familiarise yourselves with the topography.

07.30 Arrive with your kart and deliver to the designated Drop Off Zone at ‘Parc Ferme’/Farndon Primary School car park. Due to space limitations, we can only accommodate 1 car and trailer per team.

Participants will then be directed to their parking area - The school car park will be marked for parking on a ‘first come first serve’ basis. Please be on site no later than 8.30 am to allow for.....

-08.30 Team Captain to register the kart and team at the reception desk, completing the Participation Form.

Your kart will be checked over by scrutineers for compliance with all the specified Rules and Regulations.

YOU MUST PASS SCRUTINEERING IN ORDER TO COMPETE,

Insurance documents will be checked, and each team member will be issues with a wristband. No Wristband- no racing!

PLEASE DO NOT ARRIVE AT THE VENUE BEFORE 7.30am – we won’t be ready for you!

You must be registered in attendance and through scrutineering by 10.00am

10.00 Team Briefings and walk the course

11.00 Heat 1

13.00 Heat 2

15.00 Heat 3

17.15 (ish) Prize giving ceremony will take place at ‘Parc Ferme’/Farndon Primary School.

17.30 Event Closes

Farndon Soapbox Derby 2023 - Kart Application Pack

ENTRY FORM & GDPR COMPLIANCE:

Please nominate a 'Team Captain' who will act on behalf of the entire team (by signing this form, the Team Captain ensures that ALL team members have read, understand, and adhere to the Rules and Regulations set out by FSD).

All applications for registration MUST be received at Farndon Soapbox without delay. Entry is 'First come first served'. Once your application form has been received, the Hospice of the Good Shepherd will invoice you for the £100 Entry Fee. **Your place is not secured until this is paid.**

Entry Numbers are strictly limited, please apply early to secure your place.
Once all spaces are taken, a reserve list will be collated in the event of any team withdrawing

Team Captain/ Applicant Details (mandatory please)	
Name	
Is this a Corporate or Personal Kart?	
Address	
Email address	
Mobile telephone	
Home telephone	
DOB (and age)	
Name of Addressee for the Invoice	
Address/e-mail for invoice (if different to the information above)	
Junior or Senior Category? (please specify)	

Team Details (may be supplied at a later date)	
Team Name (if known)	

Team members	Age

Mandatory declaration – please complete			
Declaration: By signing this form I agree to all the rules and regulations set out by Farndon Soapbox Derby and agree to provide and race a soapbox kart at the event on Sunday 17 September 2023			
Signature			
Printed Name		Date	

Farndon Soapbox Derby 2023 - Kart Application Pack

GDPR and Privacy statement and Entry Form

Please ensure you read, and then sign this privacy notice

Farndon Soapbox Derby is the “controller” of the personal data you provide to us, our address is:

2 Woodland Cottages, Barton Road, FARNDON, Chester Cheshire CH3 6NJ

Contact by telephone **07899 998255** or **01829 271505**. Or email: karts@farndonsoapboxderby.co.uk

The Data Protection Officer is **Pauline Amphlett**, the contact details as above.

We need contact details for your team captain and names of team members in order to fulfil a contract with you i.e., to register your team in the competition. Ages are needed to ensure you are entered into the correct category.

In order to keep in touch with you about this and any future years events please confirm your preferences for us to retain (or not) your information by ticking **ONE** the boxes below

Yes, please contact me about any future years Farndon Soapbox Derby

No, please do not contact me after this year Farndon Soapbox Derby

NB You may withdraw this consent at any time by contacting the Data Protection Officer. Your personal information will be processed by Farndon Soapbox Derby and the Hospice of the Good Shepherd for the purposes specified above. We will not share your information with any third party unless we are legally obliged to do so.

We will retain your personal information for one year from the date of this year’s Soapbox Derby, after which it will be securely destroyed.

You have the right to access your personal data held by us, the right to rectification of inaccurate personal data, the right to request erasure of your personal data, the right request restriction of processing, the right to receive or have your personal data sent to another controller in a portable format, and the right to object to us processing your personal data.

You have the right to lodge a complaint with the Information Commissioner’s Office by calling **0303 123 1113** or via their website ico.org.uk

Please sign and date to show you have read and understand this notice:

Signed: **Date:**

Questions or Queries (where to send this form?)

Q: Righto - I have read and understood all of this - What do I do now?

A: Easy: send the completed final two pages (the bits in red) of this document back to us ASAP to secure a place:

Post: – Farndon Soapbox Derby, Bank House, Stannage Lane, Churton, Chester Cheshire CH3 6LE or scan and email to admin@farndonsoapboxderby.co.uk.

We will confirm receipt of your application ASAP, the Hospice of the Good Shepherd will send you an invoice for the application fee, and on payment of that - you have a confirmed place

PLEASE NOTE- YOUR PLACE IS NOT CONFIRMED UNTIL YOU HAVE PAID!!!

We are HERE TO HELP. We want you have fun, stay safe, and help raise as much money as we can for Charity.

If you have any questions arising from these rules and regulations, please don’t hesitate to contact **Pauline Amphlett** (contact details above) who will be happy to help and advise you, or contact us through the website www.farndonsoapboxderby.co.uk or our social media platforms .