



7th September

2019

APPLICATION FORM

The carnival procession is approximately 2.5 miles long and takes between 2 hours to complete.

Arrival time is 9.30am to Bedford, location confirmed at a later date.

Name of applicant (e.g. name of school, organisation, company)

Are you based in Bedford?

Address (including post code)

Name of main contact

Position e.g. Teacher, Manager, Band Leader etc.

Contact telephone

Contact email

If you are applying to bring a group, please provide the name of person in charge on the day

Contact telephone if different to above

Number of participants

Aged under 8 years	
Aged 9-12 years	
Aged 13-17	
Aged 18 +	
Number of responsible adults (including assistants who are not performing)	
Group total	

Have you been CRB Checked? Yes / No

Do you have personal liability insurance? Yes / No

If you plan to bring participants with a disability, please provide us with details of their disabilities and any support they will require to take part on the day

Theme title:

Brief theme description (Up to 100 words):

Are you proposing to bring your own float for the carnival procession? (If you do not have a float, we are not able to provide you with your own float, but it is possible to negotiate your group joining one of the other carnival groups.)

Yes, we will bring our own float (please complete the question below)

No, we will not bring a float

If you replied yes to the above question, please give the specs of the float you have in mind and we will send you guidelines on floats.

Has your float had a risk assessment?

Guidelines for Applicants

Selection to take part will be based upon:

- an assessment of appropriateness and creativity.
- an assessment of how inclusive your activity is

- an acceptable ratio of responsible adults to children where children are in attendance.

Groups, artists and schools wishing to participate in the carnival procession will be expected to propose one of the following:

- Costumed carnival band participating with a minimum of 20 people
- A community arts based group or school with a minimum of 20 participants
- Out of the Borough visiting costumed carnival group 20 to 30 participants

Procession groups can be with or without a fully decorated themed float - this must be clearly indicated in your application.

Our aim is to involve new participants locally and outside the borough in order to promote inclusiveness and diversity. With your participation we hope it will lead to a continued and sustainable source of inspiration to the community of Bedford.

Who can apply

- Not for profit organisations
- Social enterprises
- Businesses
- Educational institutions
- Community groups
- Partnerships of two or more organisations

Who is not eligible to apply

- Political parties

Decision-making on applications

The Creative Team for SpectaculArts will assess all applications.

Decisions will be based upon the artistic quality of each submission and how it reflects the above-mentioned aims and priorities of the carnival.

We cannot guarantee that all applications for the procession will be accepted.

Priority will be given to local groups and organisations that meet the above mentioned aims, and who will have a sustained influence in the community that strive to fulfil the aims of SpectaculArts.

Submission

Please submit your completed application form by 26th April 2019. The application must be accompanied by images or press cuttings demonstrating the artistic quality of your activities e.g. photos of costumes, dancing, or links to your online info/videos.

Please ensure we have received your application by the above date and keep a copy of your application for reference. Late submissions or lost proposals cannot be accepted. All applicants will be informed about the outcome of their application by end of May.

If you would like to discuss your project in advance of your submission and have any questions, please call 07852 172911.

[completed application to: info@spectaculArts.co.uk](mailto:info@spectaculArts.co.uk)

If you have any difficulties submitting your documents please contact Administration Support Officer amanda@spectacularts.co.uk

Thank you and good luck!