

**THE MUCKLEBURGH MILITARY COLLECTION DISPLAY WEEKEND
SATURDAY 22ND & SUNDAY 23RD AUGUST 2020**

Email: Milweekend@aol.co.uk Telephone: 01263 588608 (Answerphone only)

RE- ENACTOR AND LIVING HISTORY GROUPS ENTRY FORM

Applications must be received by Friday 24th July 2020. No Application will be accepted after that date. Please provide an A4 stamped self addressed envelope so the Vehicle Entry Pass and Admission Wristbands can be sent to you. **Post to: Milweekend, Muckleburgh Collection, Weybourne, Norfolk NR25 7EG**

Contact name:		
Address:	Phone:	
	Mobile:	
	Email:	
Postcode:		
Name of Group		
Size of area required	Frontage: (metres) x	Depth (metres)
The site is open from 10.00 am on Friday 21st August 2020.		
When will you arrive? Time..... Day.....		
Days attending (please tick) Saturday only Sunday only		
Are you interested in staging a display in the Demonstration Area? If so, please give details:-		
Number of participants taking part in Display	Adults	Children aged under 16
Please provide the name of each Applicant who will be participating in the Group Display		
Surname (including yours)	Vehicle Reg Number	Surname
		Vehicle Reg Number
1		7
2		8
3		9
4		10
5		11
6		12

Camping

Only tents and small caravans are permitted within your pitch. Motor Homes and civilian cars must be parked elsewhere as directed by Muckleburgh Staff.

DO NOT FORGET:	
To enclose a copy of your Event Public Liability Insurance certificate with this Application. (No applications will be accepted without a copy of your Event Public Liability Insurance certificate).	
To enclose an A4 stamped addressed envelope for your Vehicle Entry Passes and Wrist Bands which must be worn at all times.	
Declaration	
I confirm that in applying to stage a Re-enactment or Living History Display, all persons named on this Form have read and will abide by the Terms and Conditions where applicable and concur with the Risk Assessment document for the Muckleburgh 2020 event. Also that they will participate between the hours of 10.00 am and 4.00 pm when the public are present. I acknowledge that Muckleburgh holds a Public Liability Insurance policy of not less than £5,000,000 (available for inspection in the Museum).	
Signed:	Date

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TERMS AND CONDITIONS

GENERAL

Muckleburgh reserves the right to reject any Application which does not have a military theme. Wrist Bands are to be worn for entry and re-entry. Permission is required for fire pits which must be well away from public access. Turf should be removed and then reinstated before departure so there is no damage to the ground. Gas barbecues must be sited so that there can be no risk of public contact. All gas cylinders are to be taken away. Stall Holders and Re-enactors are to provide their own refuse bags and to place full bags onto the skip trailer and not in the public Litter Bins. Muckleburgh reserve the right to remove any persons and their equipment from the site at any time if they do not comply with these Terms and Conditions.

HEALTH & SAFETY

If Muckleburgh staff consider that an emergency is to be declared they will communicate with each other and if required the relevant Emergency services will be called. An appropriate announcement will be made on the Tannoy. The emergency Assembly Points are the sign posted Muster Areas on the meadow in front of the Museum and outside the Play Area and Cafe. Direction signs are displayed in the Museum. If an evacuation of the Museum is required the public will be notified over the Tannoy and directed to the Muster Areas. Any lost children should be directed to the Museum Reception and suitable announcements will be made if required.

VEHICLES

All vehicles will be subject to a 5 MPH speed limit when accessing the site. All non-essential display vehicles must be removed from the display site before 10.00 am and moved to the Car Park and none will be allowed back until 5.00 pm unless they form part of a parade in the Demonstration area. Any vehicle not in position before the event start time will not be allowed access. Vehicles must fit within the pitch area ordered. All vehicles must have third party insurance. Anyone driving on the event site must hold an appropriate driving licence. Driving licences and insurance documents must be available for inspection if requested by Muckleburgh.

RE-ENACTOR AND LIVING HISTORY GROUPS

All weapons carried or displayed must comply with current firearms legislation. Owners are required to provide upon request, to any Police Officer or Muckleburgh Staff, their firearms and/or deactivation certificates. **The discharge of any blank ammunition, pyrotechnic or firework within the Display site (without prior Muckleburgh permission) is strictly forbidden.**

Individual Re-enactors without a Wristband not forming part of a pre-booked Group will not be granted free entry. All Groups must be pre-booked and all static displays must be covered by Event Public Liability Insurance with a copy of the certificate provided upon application. Display pitches will be allocated prior to the event, to which Groups will be directed by Muckleburgh Staff. Groups may arrive from 10.00 am on Friday 21st August 2020. Displays must be set-up by 9.30 am on Saturday 22nd and Sunday 23rd August and must not close down before 4.00 pm each day. During these display times, all non-period vehicles must be removed from the Display site and taken to the Car Park. Re-enactors may camp within their Display pitch in tents but not in Caravans or Motorhomes which must be located elsewhere as directed by Muckleburgh Staff.

STALL HOLDERS

All Stall Holders will be allowed access to the site from 10.00 am on Friday 21st August 2020. On entry Stall Holders should book in at the Control desk and will be directed to their pitch by Muckleburgh Staff. Stall Holders must wear Wrist Bands previously provided as none will be available on the day of arrival. The event starts at 10.00 am on Saturday 22nd August 2020 and Stall Holders should try to ensure they are set up well before this time. All Stall Holders must be clear of the site by 4.00 pm on Monday 24th August 2020. Stall Holders are to keep within their allocated pitch area which will include any guy ropes (which must not form a trip hazard) and display items. Each pitch is marked out for the space requested and no additional space will be available. All electrical leads and cables are to be suitably covered.

DOGS

Those wishing to bring dogs do so at their own risk. All dogs must be on a lead and must be under control at all times. Any dog fouling must be collected and responsibly disposed of. Please be aware that there may be loud noises from time to time during the weekend which may frighten some dogs. Please do not leave dogs unattended for any length of time.

GENERATORS

Generators are allowed on site and must be cool before refuelling. All generators should be fitted with an emergency cut-off switch. They must be switched off and not used between 10.30 pm and 7.30 am. Be aware that other Campers may be adjacent to the Display site and so noise should be kept to a minimum.

Dated 2020