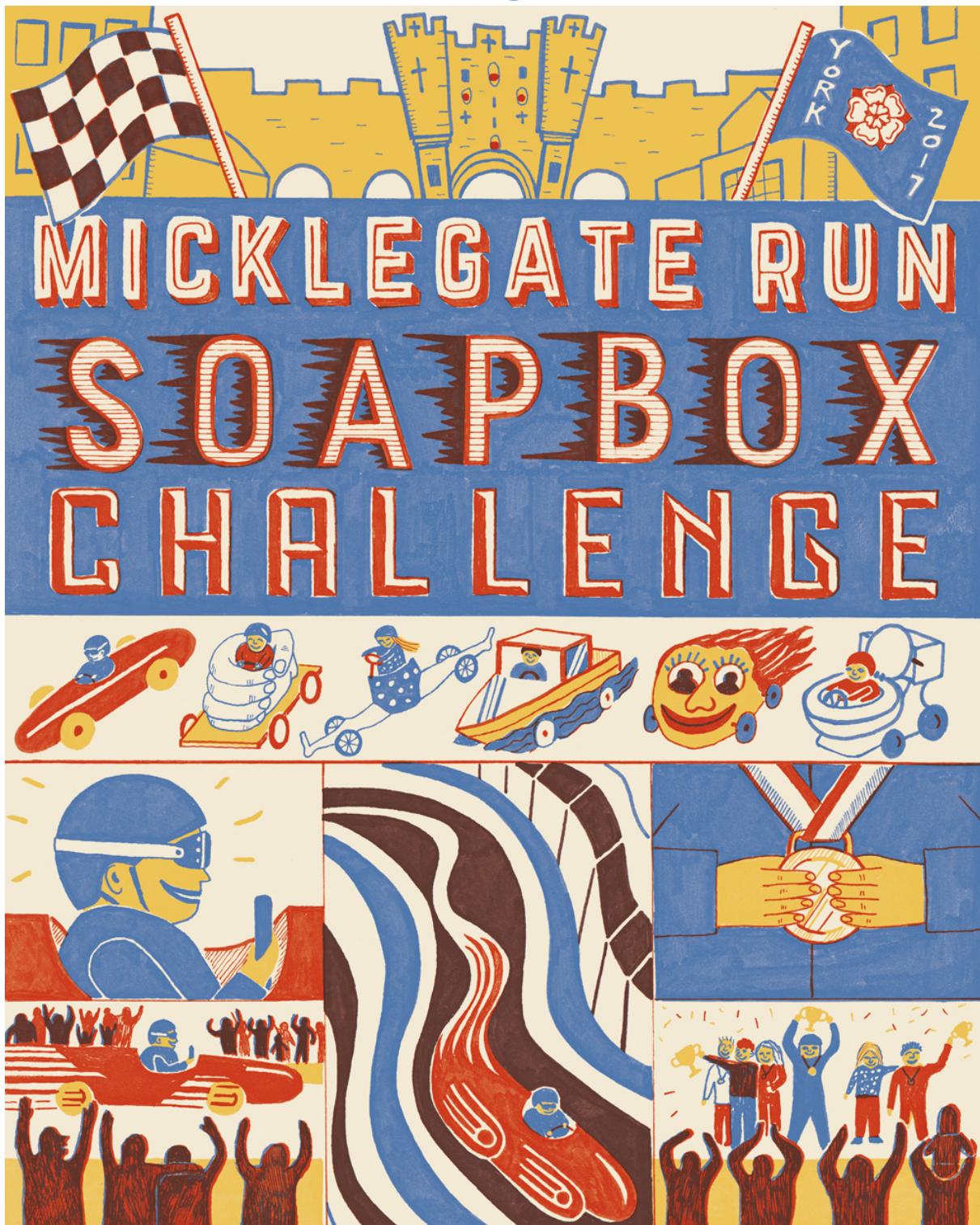


# Rules and Regulations for



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## Introduction

The York Bid Micklegate Run Soapbox Challenge is a community event organised and supported by the Micklegate Business Initiative (MBI). We want to raise money for charity and create a fun day for all the teams, supporters and spectators. ‘Fun’ and ‘Themed’ Soapboxes are especially encouraged since they provide the most interest to watch!

### Sponsorship

To enable us to put this event on we require sponsorship, if you are interested in sponsoring the race to promote your business we have sponsorship packages available at various prices, please email [enquiries@micklegaterun.co.uk](mailto:enquiries@micklegaterun.co.uk) for more information.

As you can imagine putting on such an event costs quite a lot...over £40,000 estimated this year (please note that the Committee as organisers give all their time for free and do not receive any remuneration). Any sponsorship that is provided will be used to put on the event in a professional manner.

### Charity

For this event our aim is to raise money for charity, you can choose a charity yourself or donate to the MBI chosen charity, which is to be confirmed. Please let us know who you are raising money for when you complete your application form. -You will be required to show proof of your fundraising efforts prior to the race. Failure to do so will result in disqualification and you will be unable to race.

### Prize Categories

We award prizes to the competitors in recognition of their dedication to the day. Categories are:

1. Overall winner
2. Second place
3. Third place
4. Overall most innovative design of cart
5. Best turned out Soapbox crew
6. Main sponsors choice award
7. Joker of the day



# Rules and Regulations

These Rules and Regulations apply to all entries. They have been designed for your safety and the safety of others around you, based on best practice, common sense and advice received. They enable us to run the event effectively for the maximum benefit of all - please ensure you read them carefully and comply with the details. They will be enforced!

Thank you.



The course is approximately 400 metres long. The event runs as a 'Knockout' competition over a series of heats with two runs per team competing. After that the top ten fastest Soapboxes will go into a final. Soapboxes will set off at intervals, electronically timed. The track includes obstacles.

## 1. General Conditions

- 1.1 Up to five persons per team, all of whom must be 18 years old or over.
- 1.2 Applications can be made from 1<sup>st</sup> April 2018 using the entry form found on The Micklegate Run Soapbox Challenge website. As numbers are limited, when capacity is reached for applications the entry form will be removed from the website. Please see website, Twitter Feed and Facebook for details. You are advised to submit your application as soon as possible to avoid disappointment.
- 1.3 Once application capacity is reached you will be informed within two weeks as to whether your application has been successful or not, or whether you have been placed on the reserve list.
- 1.4 If your application has been successful, you will be required to pay the entry fee by a given date. Failure to pay on time will result in your team application being rejected and a team on the reserve list taking your place.
- 1.5 The fees for entry are as follows:

Entry Type	Description	Entry Fee
Corporate entry	Companies with over 100 employees	£750
Medium-sized businesses	Companies with 11-100 employees	£550
Small Businesses	Companies with 10 or fewer employees	£300
Individuals	Team made up of individuals, not affiliated with a company or charity	£200
Charities	Charity entry team	£200
MBI Members	Entries of businesses that are part of the Micklegate Business Initiative	£150

We appreciate that these fees are higher than 2017's race, but the increase in cost of running a safe race and the lack of corporate sponsorship has meant that we have had to change our pricing structure and the fee itself. Please note, where you are doing a joint entry, for example, a Charity and Small Business, your fees will be charged at the higher of the two fees.

- 1.6 It is hoped that each team will raise as much for charity as possible. Teams not raising money for the MBI designated charity will still be able to enter and raise money for any charity they choose. An online giving account must be created by each team irrespective of the charity they are raising money for.
- 1.7 Brightly coloured and themed Soapboxes are actively encouraged.
- 1.8 Every team must accept these Rules and Regulations in full.
- 1.9 Teams may be asked to provide pictures of their Soapboxes in advance for the scrutineer's consideration and for publicity purposes.
- 1.10 Teams must make themselves available to attend a Soapbox Scrutineering event on Sunday 12<sup>th</sup> August, where their carts will be checked for adherence to these rules and road-worthiness.
- 1.11 At the Scrutinising Event the teams will be presented with their numbers - these need to be displayed prominently on the soapbox.
- 1.12 In addition your team will be provided with a copy of the disclaimer for that you will be required to sign on the race day. It is imperative that you read this prior to the race day.
- 1.13 Team members will be issued with a wristband on signing the disclaimer. Only people with wristbands will be allowed access to the pit lane. Entrants will be allowed up to 4 extra wristbands for friends and family.
- 1.14 Your team will also be provided with details of the day itself, with guidance on what time to arrive, access, what you need to bring etc.
- 1.15 It is at the Scrutinizing Event that you may provide your banner, should you wish for it to be displayed on the course on race day.
- 1.16 It is at the Scrutinizing Event that you will also be asked to provide the following:
  - confirmation of the charity you will be raising money for along with evidence of your fundraising;
  - confirmation of your final team members;
  - the music you wish Minster FM to play prior to your run (if required).
- 1.17 Any contravention of the Rules and Regulations may lead to disqualification or penalties.
- 1.18 The Organisers reserve the right to refuse participation to any team at their discretion which will be final.
- 1.19 Registration will commence at 7:30 on the day of the event, followed by an inspection of the Soapboxes by the Scrutineer.
- 1.20 Soapboxes and drivers may also be scrutinised in the pits, and prior to each run and at any other time, before being allowed to participate. If your Soapbox does not comply with the safety requirements or specifications at anytime of the day you will be disqualified.

- 1.21 The start will be from the top of the ramp on Micklegate at the junction with Priory Street. To provide momentum a maximum of two team members can act as pushers at the top of the ramp. The Soapbox can then be met by two further pushers further down the course, who are allowed to push the cart as far as specified point.
- 1.22 After crossing the finishing line drivers will need to enter the run off area and apply their brakes and quickly depart from the track under the Marshal's instructions. All the team members will be expected to meet their driver(s) at the finishing line to assist with returning their Soapbox to the pits.
- 1.23 The organizers reserve the right to disqualify any or all participants that demonstrate inappropriate and or unsafe conduct.
- 1.24 This is a public event and all participants agree for their photographs to be taken and used in the media.

## **2. Technical, Design and Structural Regulations**

- 2.1 Maximum length 250cm measured from front to rear of the Soapbox.
- 2.2 Maximum width 160cm measured from outside to outside.
- 2.3 The maximum weight of the soapbox is 100kg (cart only, not including driver). Soapboxes will be weighed at both the scrutineering event and prior to each race. Any soapboxes weighing more than 100kg will not be allowed to participate in the race. Please note that this is a safety requirement.
- 2.4 No protuberances outside these dimensions will be allowed.
- 2.5 There must be three or four wheels, fitted with pneumatic tyres; all wheels should be in road contact during the normal running. Ground clearance should be sufficient to clear the top and bottom of the starting grid - 10cm minimum is recommended.
- 2.6 Good brakes mechanisms are essential (Disc Brakes are recommended) and will be checked. Braking must operate on at least two wheels on the same axle and be effective to hold stationary on the starting ramp. Friction brakes are allowed as long as they are in contact with tyres but CANNOT be acting with the road surface in any way.
- 2.7 Seats must be securely bolted to the Soapbox.
- 2.8 Soapboxes must be designed to carry one or two persons only, in a feet first direction.
- 2.9 Any steering column, brake lever or other protrusion must be designed and fitted such that the risk of puncture injuries is minimized. A padded steering wheel is recommended.
- 2.10 Bodywork and controls must not impede the drivers in exiting the vehicle unaided.
- 2.11 Any doors or hatches required for driver access must be readily operated from both inside and outside the vehicle without the use of tools.

- 2.12 Soapboxes must work using propulsion only - i.e. no motors, no pedals and no stored potential energy.
- 2.13 No loose weights will be allowed inside or outside the Soapbox.
- 2.14 Seatbelts are not mandatory, but are strongly recommended.
- 2.15 Steering must not have excessive free play or any characteristic tending to promote instability.

### **3. Safety Regulations**

- 3.1 The purpose of the event is to have fun, but the safety of the team, supporters and spectators is paramount throughout the day, and accordingly, the organisers of the The York Bid Micklegate Run Soapbox Challenge reserve the right to amend these rules or go above and beyond their guidance. Please note that competitors are not covered by the organiser's event insurance. Every effort has been made to make the competition safe but it should be recognised that the competition is physically challenging for participants.
- 3.2 All members of the team, by submitting an entry form are deemed to agree with this Rules and Regulations.
- 3.3 All Soapboxes must be constructed with pedestrian friendly sympathies. Sharp edges will not be permitted nor any protuberance, extension. Accessories e.g. lights, speakers or screens must be integral to the bodywork and affixed in a permanent manner.
- 3.4 No glass or other materials that would shatter or cause injuries to drivers and spectators in the event of a crash should be used in the construction of the Soapbox.
- 3.5 Only two of the five team members can be drivers. The names of the drivers need to be declared on completion of the disclaimer prior to the race.
- 3.6 All drivers must wear a cycle helmet and goggles or safety glasses as a minimum requirement however an approved crash helmet to BS 6658 (motor cycle helmet) or higher is strongly recommended, and appropriate gloves. Clothing must be capable of withstanding a spill on tarmac or concrete therefore long sleeves and long trousers are compulsory and knee and elbow pads are optional but recommended. No bare limbs will be allowed.
- 3.7 Registration takes place from 7.30 on the day of the race. All team members must present themselves when registering and registration must be complete by 8:45. All team members will be required to sign a disclaimer and will be presented with a wristband. Only people with wristbands will be allowed on the course and in the pit lane.
- 3.8 All drivers must attend the Drivers Briefing at 9:00 at the registration point.
- 3.9 All drivers must thereafter walk the course with the race steward and satisfy themselves that they and their cart are suitable for the course.

- 3.10 The scrutineer's decision is final. Scrutineers will have full access to the Soapbox and component parts as required to carry out their duties throughout the day.
- 3.11 Teams are responsible for the on-going assessments on their Soapbox during the event and are obliged to report any change in risk to the scrutineers.
- 3.12 No expressed or implied warranty of safety shall result from the publication of or compliance with these rules and/or regulations. This publication is in no way a guarantee against injury to team members, supports or spectators.

