

Dance Display

Terms & Conditions

Event Name: Normanton Gala
Event Date: Sunday, 14th September 2025
Event Location: Haw Hill Park, Castleford Road, Normanton, WF6 2HG

Application Deadline

- All applications must be submitted by **Monday, 30th June 2025**.
-

Performance Details

- **Slots Available:** 10 (each lasting 30 minutes, including set-up and pack-down).
 - **Performance Times:**
 - 10:00 AM, 10:30 AM, 11:00 AM, 11:30 AM, 12:00 PM
 - 12:30 PM, 1:00 PM, 1:30 PM, 2:00 PM, 2:30 PM
-

What We Provide

- A marked performance arena (approx. 30m x 50m).
 - A sound system with speakers, laptop, and mixing desk.
-

How to Apply

- Submit your application via the link on our website or Facebook page.
- Include all necessary documents, such as a risk assessment and proof of Public Liability Insurance.
- Applications must be submitted by an authorised representative over 18 years old.
- If you require a space for a gazebo (for costume changes), please request this on your application form.

Important Notes:

- The Town Council reserves the right to decline applications without explanation.

- Unsuccessful applications may be placed on a waiting list.
 - Successful applicants will receive confirmation and event details by email.
-

Selection Criteria

- Priority is given to groups based in Normanton and Altofts.
 - Groups must have a good track record with Town Council events.
 - New groups should provide supporting evidence, such as links to social media or videos showcasing their performances.
-

Payment

- Each participating group will receive **£100** after their performance.
 - Payments may be withheld if terms and conditions are breached.
-

Performance Rules

- Music must be suitable for a family audience and provided in MP3 format on a memory stick.
 - Use only "radio edit" versions of songs with no offensive language.
 - Biodegradable and non-toxic materials (e.g., streamers) are allowed but must be cleaned up after the performance.
 - Prohibited items: Balloons, Chinese lanterns, non-biodegradable confetti, flames, and smoke effects.
-

Health & Safety

- All participants must submit a **risk assessment** covering their activities, which has been reviewed within the last 12 months.
 - Stall holders must provide **Public Liability Insurance** with their application.
 - If your insurance is due to renew close to the event date, please send your current policy.
 - Normanton Town Council is not liable for losses, damages, or injuries related to the event.
-

Access on Event Day

- Vehicle access for equipment drop-off is via Haw Hill View. Vehicles must move at a **maximum speed of 5mph**.
 - Unload your equipment and park off-site. Free parking is available in the Town Centre WMDC car parks.
 - Vehicle movement is prohibited during event hours (10:00 AM – 4:00 PM).
-

Additional Rules

- **Waste Disposal:** Performers must dispose of any waste properly. Public bins are available across the site.
 - **Smoking:** Smoking is prohibited inside the arena or any enclosed space.
-

Facilities

- **Toilets:** Portable toilets will be available, but performers must queue with the public.
 - **Water:** Bring your own drinking water, as it will not be provided on-site.
 - **First Aid:** First aiders will be present for the duration of the event.
-

Publicity

- The Town Council may film or photograph the event for promotional purposes.
 - Ensure all participants have given consent for photography.
 - A Gala Programme will be distributed to organisations in advance.
-

Event Cancellation

- The event may be cancelled due to unforeseen circumstances, such as a dangerous weather or pandemic.
 - Announcements will be made via social media.
-

Rule Breaches

Groups that fail to follow the rules may lose their payment and could be excluded from future events.