



Club Entry Form
Sunday 21st January 2018
Leeds First Direct Arena

The Leeds Gymfest 2018 sees a return to the popular First Direct Arena in Leeds, which provides fabulous performance and audience facilities. With the growth of the event we have been forced to reduce the numbers of routines and applications are on a **first come – first served basis**. On receipt of a completed entry form and payment we will email a confirmation that you are guaranteed a place and you are free to make your arrangements (please do not book anything until you receive this email). Once all the 50 slots have been filled your name will go on a waiting list and we will contact you if we have any additional slots.



Gymnasts and Coaches will sit in the dedicated seating where they will be called through to holding rooms and then to the warm up. After their performance they return to the holding rooms to collect all belongings and return to the dedicated seating. The coach will be responsible for their gymnasts during the event. If they wish to sit with parents in the general auditorium with parents an additional ticket will need to be purchased from the arena.

For the safety of all participants and audience access it is strictly controlled. Gymnasts, coaches and spectators will be allowed entry from 10:00 onwards. Information will be sent out on what can be brought into the arena nearer to the date.

The closing date for entries is **31st October 2017** and the completed entry form, full payment, team entries including BG number (or a copy of school insurance) must be in by this date. Music must be received at the latest by 9 December 2017 and if music is not received by this date the performance slot will be reissued to the next club on the waiting list. No refunds will be given in this instance.

For more information please contact Gymfest Committee.

Leeds Gymfest 2018, Leeds Gymnastics Club, 8 Limewood Business Park, Seacroft, Leeds

email: gymfest@leedsgymnastics.com

We look forward to seeing you there!

Information Sheet

Displays:

1. Displays – should be a maximum of 3 minutes. Display with more than 20 gymnasts ***must*** apply for more time to the organisers but the ***maximum*** time granted would be 6 minutes
2. Any form of gymnastics or display may perform.
3. Groups and mass displays are encouraged. The minimum number of gymnasts for a display is six
3. The safety of the gymnast is of prime importance and the event organiser (with advice from the LGC Performance Director) reserves the right to stop any performance considered unsafe or to request moves are taken out of the routine. Please ensure skill level in your performance equals your Supervisory Coach's qualification.
4. For insurance purposes, all entrants must be current members of British Gymnastics or if a School, must have a letter showing that they have insurance to cover the display.
5. The use of costume or props is encouraged
6. **Only one entry per club** (excluding Leeds Gymnastics Club) will be allowed. A second team entry will be put on the waiting list and in the event of spaces in the programme we will be delighted to accept the entry. (First come, first served)

Music:

1. ***Music must be on CD or can be send via email by MP3 format***
2. ***The CD*** and the box ***must*** be labelled with the name of the group, title of the music and the length of the piece.
3. Under the British Gymnastic licensing laws – Disney music, Andrew Lloyd Webber and Cirque de Soleil music is not permitted. Please refer to the BG website for further clarification.
4. Always ensure that you have a spare copy of the music in case of emergencies
5. To achieve the best effect in the performance arena, a good quality copy must be used.
6. All music must be submitted **by Saturday 9 December 2017.** If music is not supplied by this date, then your entry will be null and void and your place given to the next club on the waiting list

Equipment:

1. Equipment will be available. We have crash mats, blocks and trampettes and you should only bring additional equipment if we will not have it available for you to use. Due to increased security procedures at the Arena If you wish to bring your own equipment, prior notification on the entry form is required. Please advise us if you have any additional needs
2. The performance will take place on 12 x 12m “sprung floor”.

Medals:

1. All gymnasts will receive a commemorative medal as they leave the stage
2. Trophies will be awarded for various categories including Rising Stars and Best Display.
3. For the awards each club will be asked to nominate one coach and two gymnasts to carry their clubs' flag during march on and presentation. Other gymnasts will remain in their seats

Medical Assistance:

All requests for medical assistance should be addressed to the control desk or volunteer who will contact the First Aid personnel.

Parking

Parking is available near the venue at Woodhouse Lane Car Park, Woodhouse Lane, Leeds. The postcode for your sat nav is **LS2 3AX**. On event days it is £6 to park. Other car parks are available within a short walk. Coach parking is available Wade Lane for up to 12 coaches. Payment is by telephone only. Other coach parking is available in Leeds, please visit www.leedstraffweb.co.uk/main.html for details.

Merchandise

Limited merchandise will be available on the day within the Leeds Arena. Pre-ordered packs which include a T-shirt, water bottle and drawstring bag are available, please complete the order form contained within the application pack.

Refreshments

Refreshments are available within the venue prior to and during the event. Gymnasts may bring with them a packed lunch but Gymfest will be a nut-free zone.

Photography

DE photography (DBS photographers) will be taking photos during the event and these can be purchased from their stall. Please buy your prints as early as possible as they will stop serving once the last routine has finished. Please be aware this event is open to the general public

Meeting points for clubs

Once entries have been finalised each club will be given a meeting point, where they can arrange to meet their parents.

Welfare & Safeguarding – Any Safeguarding concerns for children should be referred to the Gymfest Welfare Team who are attendance all day. They can be contact through the control desk or volunteers who will contact them to come and speak to you.

4. ENTRY FORM

LEEDS GYMFEST 2018 – Leeds First Direct Arena SUNDAY 21 JANUARY 2018

Name of Club

Name of Head Coach

Coaching Qualification
(coaching qualification must be applicable to the level of skill being performed)

BG Club number
(all participants must be members of BG or have equivalent insurance cover to take part in this event)

Name of School (if applicable).....

Teacher in Charge

Correspondence
Address:
.....

Postcode

Telephone number

E-mail **IMPORTANT**.....(please write clearly)

Number of Gymnasts
(please complete gymnasts on attached form).

Equipment required (limited space available – needs to pre-booked with Committee and will need to be in the arena prior to the event. Starting

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Gymnasts and Coaches will be issued in advance, with a wristband and due to increased arena security they need to be worn to gain access to the event and warm up areas. Maximum five coaches free (depending on number of gymnasts performing)

There is no specific AM or PM session. If you require a later performance time, please detail on the application. We will endeavour to facilitate this, but we cannot guarantee.

5. Team Entry (please complete all sections)

Name of Team

Admin Fee @ £25 per club/school/group £25
£10.55 per gymnast x number of gymnasts £.....
Up to five free coaches wristbands for designated coaches/chaperones listed on the entry form

Total payment :

Payment by Bacs sort code Leeds Gymnastics sort code - 20-48-46 Account number -53042871 ref (club name) or make cheque payable to **Leeds Gymnastics Club CIC**.

Signed Date

Closing date for Entry Form – 31st October 2017

Please forward fully completed entry form and payment and any further correspondence including music and pre-order kit forms and cheques for entry to:

Gymfest Committee

Leeds Gymfest 2018, Limewood Business Park, Limewood Way, Seacroft, Leeds, LS14 1AB

email: gymfest@leedsgymnastics.com

Spectator Ticket Information

Tickets are available through the Leeds First Direct Arena. They are priced for the whole event at £13.55 per adult and £10.55 per child (up to 14 years old) and concessions plus booking fee (free if you print your own tickets or £2.50 if collecting in person or if posted to home address).

Please go to <http://www.firstdirectarena.com/> find the event and book tickets.

This section must be completed or entry will not be valid

Please state below information that we may include in the programme and that will help our announcers when they introduce the team (How long in operation, experience, ages of gymnasts etc – something exciting about them, where have they performed before etc)

Name of team/club

Location.....

Age range

Facts about the team.....

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Music information:

Title of music.....

Total length

Any breaks in the music which last more than 2 secs **Yes/No**

