



HENLEY ROYAL REGATTA

3rd, 4th, 5th, 6th and 7th July 2019

ENTRY FORM NOTES

IMPORTANT

The closing date for entries is 6.00 p.m. (1800 hours) on Monday, 17th June. Rule 4

Entries, complete in all respects, together with the appropriate fees, must be received by that time. Rule 5

Important note. There are conditions contained within the Entry Form Declaration that must be signed by the authorised official.

By signing, the duly authorised official of the Club (for composite crews, a duly authorised official of each Club) is certifying they have informed all competitors of all the relevant aspects of the plans to produce live and highlights audio-visual coverage of the Regatta in 2019 for online streaming and subsequent potential broadcast transmission, and have procured their consent to compete in the Regatta on this basis and their agreement (if requested of them) to assign all associated individual Media Rights to the Regatta.

It is a condition of entry that such consents have been obtained. Further details relating to the aforementioned plans, including detail of the consent required from all competitors, appear at 17. (**Filming the 2019 Regatta**).

1. **Entries.** Entries must be made using the appropriate route at regattaentries.co.uk. The receipt of an Entry by the Regatta will be acknowledged by email to the email address provided on the completed Entry Form. **Please make sure you complete the email addresses legibly and accurately.**

UK Clubs are required to submit and pay for their entries via the online entries system, except when part of an Overseas composite crew.

2. **Regatta Rules.** All entries shall be made in accordance with the current **Qualification Rules and General Rules of Henley Royal Regatta**, downloadable from regattaentries.co.uk.

All competitors and Club Officials are strongly advised to read the provisions of these Rules with great care.

3. **Composite Crews.** See General Rules 8 and 16. Any entry for a composite crew that includes overseas competitors must be submitted on a separate Overseas Entry Form and should be signed by the appropriate National Federation(s).

4. **Double Entries.** No competitor may be entered for more than two events. The Committee will try to accommodate the preferences of the competitors who are doubling up as to the order of their races. However, if an irreconcilable conflict of interest occurs, the Committee may decide to adopt the following order of priority to determine the order in which the events will be rowed:

8; 4-; 4+; 4Sc; 2-; Sc; 2Sc.

(Double entries will only be accepted on this understanding.)

5. **Qualifying Races.** To assist making decisions regarding Qualification and Selection, the Committee of Management would welcome additional information on the current rowing records and performance of the crews entered and individuals therein, to be submitted alongside the completed Entry Form.

If Qualifying Races are necessary (see Rule 20) they will take the form of Timed Races and will be held on the afternoon and evening of Friday, 28th June. **Overseas crews are reminded that they may be required to row in these Qualifying Races.**

NOTE If a crew is required to compete in the Qualifying Races then its name will be included on a list that will appear on the Regatta website (hrr.co.uk) on the evening of Sunday, 23rd June. This list will show the start times of all the various events in the Qualifying Races. In addition, there will be information sheets on the website giving instructions on arrival - parking - rigging - boating - the Start - Traffic Rules - bicycles - results - departure.

This information will not be posted to Clubs, it will only be available on the website. It is the responsibility of all crews to check the website to see if they are required to take part in the Qualifying Races and then to fully familiarise themselves with all the relevant instructions and guidance displayed on the website.

In the case of adverse weather/river conditions, all crews should monitor the Regatta website in the days leading up to the Qualifying Races to check whether there has been any postponement or change to the timing of this event.

6. **Insurance and Responsibility for Property.** Clubs, competitors and coaches must be covered by their own third-party liability insurance with a limit of indemnity of at least £5,000,000 or currency equivalent. Henley Royal Regatta accepts no responsibility for loss or damage to boats, equipment or other articles whilst on Regatta property or elsewhere (Rule 12).
7. **Safeguarding and Welfare.** Henley Royal Regatta believes that the welfare and wellbeing of children (young people under the age of 18) and adults at risk competing in the Regatta are of the highest concern and acknowledges the duty of care to safeguard and promote the welfare of all such persons. (See **Note 39 Safeguarding and Welfare** in the document “**Notes and Instructions for Competitors and Coaches**”.)

Henley Royal Regatta expects Clubs submitting an Entry that includes children and/or adults at risk to have their own up-to-date Safeguarding policies and to ensure these are implemented. By submitting an Entry, the Club is acknowledging and accepting responsibility for such children/adults at risk. Clubs with crews containing children and/or adults at risk are responsible for such children/adults at risk prior to and during the period of the Regatta whilst on Regatta property and on the water.

Henley Royal Regatta expects that all coaches and support staff of crews containing children and/or adults at risk should be appropriately vetted in accordance with DBS requirements and their Club's Safeguarding Plan.

In line with the Regatta's Safeguarding Plan, it is a requirement that all Entries containing children and/or adults at risk provide an emergency contact name and mobile number on the submitted Entry Form.

8. **Film and Broadcast Consent for Crews Containing Children.** The duly authorised official of the Club (for composite crews, a duly authorised official of each Club) must inform the parents or legal guardians of all children of the plans to produce live and highlights audio-visual coverage of the Regatta in 2019, must procure the consent from the parents or legal guardians for the relevant child to compete in the Regatta on this basis, and (if requested) assign all associated individual Media Rights to Henley Royal Regatta.

Further details relating to the aforementioned plans including detail of the consent required appear at 17. (**Filming the 2019 Regatta**).

9. **Safety Requirements.** It is also the responsibility of the Club to ensure that all crew members are fully briefed and competent to cope with conditions likely to be experienced on the water. Crews race at their own risk and the Stewards of Henley Royal Regatta accept no liability for the actions of crews and individual crew members other than when acting in accordance with the instructions of Race Officials.

It is a condition of entry that all competitors must be able to swim a minimum of 100 yards in light clothing and shoes. All coxswains competing at the Regatta shall wear suitable life-jackets or buoyancy aids at all times when on the water (Rule 28(e)).

10. **Coxswains' Experience.** It is a condition of entry that the Club Official who signs the Entry Form on behalf of the coxswain of a crew must have ascertained the competency of the coxswain (particularly of a young coxswain) in accordance with the Guidelines of their National Federation.
11. **Traffic Rules.** It is a condition of entry that all competitors must comply with and abide by the traffic rules on the water as defined in the document “**Traffic Rules and Training Times**” and also any instructions given from time to time by the Environment Agency. A copy of this document is available to download from the Regatta website regattaentries.co.uk.

12. **Advertising Rules.** It is a condition of entry that all competitors must comply with and abide by the Rules for Advertising as defined in the document “**Notes and Instructions for Competitors and Coaches**”. A copy of this document is available to download from regattaentries.co.uk. Please be additionally aware of this in view of the fact that filming will be taking place at the Regatta for the purposes of online streaming and potential broadcast transmission at a future date.
13. **Accommodation, Boats and Transport.** The Regatta Committee does not provide accommodation, boats or transport for competitors. However, the Secretary may be able to assist by suggesting possible contacts if requests are made to him in sufficient time. It is emphasised that there is only a limited number of suitable boats available for loan or hire, and competitors who cannot bring their own boats are strongly advised to make their own arrangements in good time. The Regatta Committee accepts no responsibility for providing boats; and any assistance given by the Secretary is limited to an introduction between the parties concerned.

14. **Entry Fees.** Entry fees must accompany the Entry and are:-

For all Events for Eights	£180.00
For all Events for Fours and for Quadruple Sculls.	£90.00
For all Events for Pairs and for Double Sculls	£70.00
For all Events for Single Sculls.	£40.00

UK Clubs must pay for their entries via the online entries system. Overseas Clubs must pay online at regattaentries.co.uk/pay and include a copy of the payment receipt with their Entry Form.

15. **Contact Details.** In order that the Secretary of the Regatta can contact a representative of a crew in an emergency, it is essential that the telephone numbers, mobile numbers and email addresses provided on the Entry are completed **accurately and legibly**.
16. **Media Rights.** “Media Rights” means all rights in relation to the creation of audio, visual and audio-visual material (including, inter alia, feeds, films, racing data and photography, to the extent they are gathered or created by the Regatta) relating to the Henley Royal Regatta 2019 and all rights to exploit the same (via broadcast or other communication to the public or otherwise) by any means whether now known or yet to be devised. It is the responsibility of the Club and a condition of entry to cooperate with Henley Royal Regatta to facilitate the implementation and exploitation of Henley Royal Regatta’s commercial and marketing rights (including the Media Rights) relating to the Henley Royal Regatta 2019 and not to assert any claim to use, sell or exploit any such rights.

All intellectual property whatsoever associated with the Henley Royal Regatta 2019 is and remains the property of Henley Royal Regatta. Henley Royal Regatta will have the sole responsibility for making and approving any press release or any public announcement relating to the Henley Royal Regatta 2019.

17. **Filming the 2019 Regatta.** As last year, racing during the Regatta will be filmed by cameras from the side of the Course. The filming will be in High Definition and the coverage produced will be of broadcast quality. The coverage will be shown on site and online. The Regatta may seek to sell highlights or live racing (or a combination) to a national or international broadcaster, or third party distributors for news programmes, sports highlights or other programming.

Some crews will be required to carry small cameras or data transmitting units supplied by the Regatta for the racing. In this instance both racing crews in that particular race will carry exactly the same equipment.

A roving camera may be seen in the Boat Tent, on the grass in front of the Boat Tent and on the landing stages. Cameras will not be present in the changing rooms, first aid tent or weighing room.

Individuals may be asked for a filmed interview after their race. Participation is entirely voluntary and the competitors concerned will always be asked for permission before an interview begins. Interviewees will be asked to confirm a personal consent if they are happy to proceed.

After the entry has been processed by the Regatta, competitors will be asked to complete an online form providing details of their rowing experience and answers to a short series of questions that will enable the commentary team to include details about the racing crews.

It is a condition of entry that each and every competitor is informed and consents to this filming and recording, and that the relevant representative of the Club or Clubs completing this Entry takes responsibility for informing crew members and procuring consents. In the case of any competitor under the age of 18 the representative undertakes to inform the parent or legal guardian concerned and procure their consent.

The consent required to be given, and deemed to have been procured when a duly authorised official of the Club (for composite crews, a duly authorised official of each Club) completes the Entry, is as follows:

“All competitors agree that Henley Royal Regatta shall have the right to exploit any films, photographs and sound recordings made in any and all media by any and all means now known or invented in future throughout the world for the full period of copyright, including all renewals, revivals, reversions and extensions.

Competitors consent to the use by Henley Royal Regatta of their name, likeness, voice and relevant biographical data in connection with the filming and exploitation of it, and irrevocably and unconditionally waive all rights which they may have in respect of their contribution.

Henley Royal Regatta may assign or license this agreement to any third party.”

The consent is detailed on the Henley Royal Regatta website at hrr.co.uk/consents and this link should be forwarded to the competitors or their parents/guardians.

Clubs are reminded of the rules relating to advertising at the Regatta contained in Rule 39.

Competitors are reminded that their voice and image will be recorded and streamed live before (on the Start), during (using microphones close to the Racing Course), after races (at the Finish Line) and off the water, and that their behaviour should reflect the traditions of the sport and the event itself.

For the Committee of Management,



*Secretary
Henley Royal Regatta*

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