



# HENLEY ROYAL REGATTA

28th, 29th, 30th June, 1st and 2nd July 2017

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## ENTRY FORM NOTES

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### IMPORTANT

The closing date for entries is 6.00 p.m. (1800 hours) on Monday, 12th June. Rule 4

The Entry Form, complete in all respects, together with the appropriate entry fees, must be received by the Secretary of the Regatta 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 2017 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 and/or Henley Royal Regatta Limited.

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 16. (Filming the 2017 Regatta).

1. **Entry Form.** Entries **must** be made on the Entry Form accompanying this information sheet. Entries submitted on any other type of form will not be accepted. The receipt of an Entry Form at Regatta Headquarters will be acknowledged by email to the email address provided on the completed Entry Form. **Please make sure you complete the email addresses legibly.**

**Alternatively UK Clubs that have pre-registered to use the Regatta's online Entry Form may submit and pay for their entry via the online portal.**

2. **Regatta Rules.** All entries shall be made in accordance with the current Qualification Rules and General Rules of Henley Royal Regatta, of which copies are enclosed.

**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 must be made on a separate Entry Form.

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. **Qualification Races.** 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, 23rd June. **Overseas crews are reminded that they may be required to row in these Qualifying Races. Coaches are advised to submit information regarding their crew's recent performances together with the completed Entry Form.**

**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 ([www.hrr.co.uk](http://www.hrr.co.uk)) on the evening of Sunday, 18th 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.
7. **Crews Containing Minors.** Clubs with crews containing minors are responsible for such minors prior to and during the period of the Regatta whilst on Regatta property and on the water. By completing the Entry Form the Club is acknowledging and accepting responsibility for such minors. All coaches and support staff of crews containing minors should be appropriately vetted. 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 minors of the plans to produce live and highlights audio-visual coverage of the Regatta in 2017, **must** procure the consent from the parents or legal guardians for the relevant minor to compete in the Regatta on this basis, and (if requested) assign all associated individual Media Rights to Henley Royal Regatta and/or Henley Royal Regatta Limited.

Further details relating to the aforementioned plans including detail of the consent required appear at 16. (**Filming the 2017 Regatta**).

8. **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(f)).

9. **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.
10. **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 will be available to download from the Regatta website ([www.hrr.co.uk](http://www.hrr.co.uk)).
11. **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 will be available to download from the Regatta website ([www.hrr.co.uk](http://www.hrr.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.
12. **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.

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

For all Events for Eights . . . . .	£160.00
For all Events for Fours and for Quadruple Sculls . . . . .	£80.00
For all Events for Pairs and for Double Sculls . . . . .	£60.00
For The Diamond Challenge Sculls and for The Princess Royal Challenge Cup . . .	£40.00

Cheques should be made payable to 'Henley Royal Regatta'. For entries from outside the United Kingdom this fee must be paid in Sterling, Sterling Draft or Sterling Travellers' Cheques (not Eurocheques), or by Visa or MasterCard using the enclosed yellow form.

14. **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 telephone numbers and email addresses required on the Entry Form are completed accurately **and legibly**.

15. **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 2017 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 2017 and not to assert any claim to use, sell or exploit any such rights.

All intellectual property whatsoever associated with the Henley Royal Regatta 2017 is and remains the property of Henley Royal Regatta or Henley Royal Regatta Limited. 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 2017.

16. **Filming the 2017 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 Tents, on the grass in front of the Boat Tents 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 signing this Entry Form 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) signs the Declaration, 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 and references to Henley Royal Regatta shall be taken to include Henley Royal Regatta Limited.”

The consent is detailed on the Henley Royal Regatta website at [www.hrr.co.uk/consents](http://www.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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