



# MARSHAL APPLICATION FORM 2010

## BMF SHOW / GEMS / KELSO BIKEFEST / TAIL END

**MARSHAL DETAILS (PLEASE COMPLETE IN BLOCK CAPITALS)**

FIRST NAME: \_\_\_\_\_ SURNAME: \_\_\_\_\_ AGE (18 OR OVER): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTCODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ MOBILE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ MEMBERSHIP NO / CLUB (ESSENTIAL): \_\_\_\_\_

**EVENTS ATTENDING (PLEASE TICK BOX NEXT TO EACH EVENT YOU WISH TO WORK AT)**

**B**MF SHOW       **G**EMS       **K**ELSO BIKEFEST       **T**AIL END

**WORKING ROLES – please enter event initial next to role you wish to carry out at that event.**

**B = BMF SHOW      G = GEMS      K = KELSO BIKEFEST      T = TAIL END**

	<b>Best Club Display (bmf)</b>		<b>External Traffic (bmf / tail end)</b>
	<b>Best In Show (bmf / tail end)</b>		<b>Internal Gates (bmf / tail end)</b>
	<b>Bike Park (all)</b>		<b>Main Arena (all)</b>
	<b>Campsite Gate (bmf / tail end)</b>		<b>Main Gate (all)</b>
	<b>Campsite Info (all)</b>		<b>Marshals Office (all)</b>
	<b>Campsite Traffic (bmf / tail end)</b>		<b>Membership Stand / PTS (all)</b>
	<b>E.S.T (all)</b>		<b>Moped Enduro (bmf / tail end)</b>
	<b>Exit Gates (kelso)</b>		<b>Plot Problems (all)</b>

**EXAMPLE – if you wanted to work in the main arena for every event your form would be completed as follows**

**B G K T** | Main Arena (all)

T-SHIRT SIZE (PLEASE TICK)    S     M     L     XL     XXL     XXXL

**CONFIRMATION (TERMS AND CONDITIONS ON REVERSE OF FORM)**

**I CONFIRM THAT I HAVE READ AND I AGREE TO THE TERMS AND CONDITIONS OF A BMF MARSHAL (OVERLEAF)**

**SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_**

**PLEASE RETURN COMPLETED FORM TO: BMF EVENTS TEAM, BUSINESS BOX, 3 OSWIN ROAD, BRAILES FORD INDUSTRIAL ESTATE, BRAUNSTONE, LEICESTER, LE1 1SQ**

## Marshals/Supervisors Code of Conduct

### All Marshals and Supervisors ...

- Act as ambassadors for the event offering help and assistance to members and the public.
- Act with a pleasant and respectable manor at all times, as you are a representative for the BMF offensive language is not acceptable.
- Attempt to defuse situations if you are confronted with an angry or aggressive visitor, if this does not work a member of security must be called. Violent or aggressive behaviour from visitors is not acceptable nor is it acceptable from BMF marshals.
- Remove tabards and any high visibility clothing if you are off shift or on a break so the public and other marshals know you are off duty and so you can not be distinguished from other visitors. This applies to personal clothing items too, no high visibility clothing unless you are on duty.
- Return all BMF equipment and radios at the end of each shift. Supervisors need to ensure that all their marshals follow this request.
- **MUST NOT CONSUME ALCOHOL WHILST ON DUTY OR IN BMF BRANDED CLOTHING. AS A SUPERVISOR YOU ARE RESPONSIBLE FOR YOUR MARSHALS AND ENSURING THIS RULE IS ADHERED TO.**
- **UNDER NO CIRCUMSTANCES WILL THE BMF TOLERATE THE USE OF ILLEGAL SUBSTANCES BY MARSHALS AND SUPERVISORS ONSITE.**
- If you do not intend to use a meal voucher you must return it to your supervisor or to event control. Meal vouchers will only be issued to marshals and supervisors on the register and not for family or friends.
- Breaks must be taken at the given times and supervisors must be made aware so appropriate cover can be arranged.
- If you are unable to work you must inform your supervisor or the events team as soon as possible before the start of your shift.
- Under no circumstances must fireworks / smoke bombs / or any other dangerous equipment be brought on site. Those found bringing such equipment onsite will be asked to leave.
- If it is found that you have broken this code of conduct at any time the organisers reserve the right to remove you from your duties with immediate effect. If you are found using illegal substances or consuming alcohol whilst on duty the events team reserve the right to evict you from the showground.