



The Rotary Club of
Chippenham Wiltshire Vale



promotes



*** Jubilee ***



DRAGON BOAT RACING

Saturday 14th July 2012
River Avon, Monkton Park, Chippenham
10.00 – 16.00hrs

General Information

What is Dragon Boat Racing?

The sport dates back more than 2000 years to China's Mi-Lo river about 400BC. Today, with over one million teams competing worldwide, it is the second most popular sport on the planet.

Dragon Boats

Dragon boats are long, elaborately decorated canoes with a dragon's head and tail attached, and are provided by Dragon Boat Events Ltd (www.dragonboatevents.com) who also provide a helmsman for each boat, team tents, electronic timing, a scoreboard, plus race commentaries and jingles.

Racing

The races will comprise a series of heats over a course of approximately 250 metres. Each team will race in at least three heats and the fastest teams will go through into the finals stage. Depending on the number of teams who enter, races will take place every 6 – 10 minutes.

Safety

All able-bodied crewmembers must be declared competent in deep water and capable of swimming 50 metres with the aid of a buoyancy aid (provided). These must be worn at all times

The Rotary Club of Chippenham Wiltshire Vale Trust Fund is a Registered Charity No. 1041015

whilst on the water. Special provision will be made for competitors who are identified as having special needs. Compliance with this provision is the responsibility of each team captain. All crewmembers with special needs must sign (or have signed on their behalf by an appropriate person) a waiver form, available on request from db_organiser@rotary-chippenham-wv.org.uk First aid equipment/support (including safety boat) is provided for crews whilst on the water.

Teams

Participation is not just open to those who have had previous racing experience. Everyone is encouraged to put forward a team and participate. Crews can be male, female, or mixed. A maximum of 30 teams will compete, with 16 people plus one drummer in each boat. We recommend a team of 20 people, which allows for reserves/substitutes. The minimum age for a team member is 12 years old.

Entry Fees

The entry fee is £399 per team (equates to £19.95 per team member based on a 20 person team). A special £100 discount is available for schools, youth groups, or teams comprised mainly of under 18 year olds, who can enter for £299 (equates to £14.95 per team member based on a 20 person team). A £100 non-refundable deposit is required per team booking. These are the same prices as charged for the previous three years, making them exceptionally good value.

Should teams require it, 'boat branding' is available at extra cost (dependant on artwork etc) with a guarantee that a team will have at least one photo opportunity in their branded boat, plus a further photo opportunity in their branded boat if they make it through to the final.

Fund Raising / Sponsorship

Dragon Boat Racing is all about having fun while fundraising for charity. In addition to their entry fee (which covers the cost of staging the event), each team is required to raise a minimum sponsorship for charity of £20 per team member (more will be welcome, of course – teams elsewhere have raised £2000 - £100 per team member – so the challenge is there for you!). Three-quarters of the sponsorship money raised by each team will go to a charity nominated by the team captain. The remaining quarter will go to charities selected by the Rotary Club of Chippenham Wiltshire Vale to benefit from this event. Please note that team captains are required to take responsibility for collecting sponsorship money from their team members and passing it to the Rotary Club within the agreed time frame. Please also note that where teams fail to raise the minimum sponsorship of £20 per team member, the Rotary Club shall have the right to the full 1/4 of the minimum sponsorship (i.e. £85.00 in the case of a 17 man team), and will raise a cheque for the balance in favour of the team's nominated charity.

In addition to sponsorship raised by team members, there are opportunities for companies to promote themselves by providing corporate sponsorship (see below).

Sponsorship Form

A sponsorship form is attached. If Gift Aid donations can be made then the Inland Revenue gives an additional 28p for every £1 donated! Team members can also raise money online through 'MyDonate' (see below).

How to Enter

Please complete and return the application form (available online at www.rotary-chippenham-wv.org.uk/dbr) with your deposit. Applications accepted on a 'first come, first served' basis.

Payment of Balance of Entry Fee

The balance of the entry fee (£299, or £199 in the case of an under 18 team) must be paid in full no later than Saturday 23rd June 2012. The Rotary Club of Chippenham Wiltshire Vale reserve the right to offer this opportunity to others in the event that entry fee balances are not paid in full by this date. Cheques should be made payable to 'Rotary Club of Chippenham Wiltshire Vale' and sent to: Dragon Boat Event, c/o L. Crabtree, Holly Cottage, 14 Rowden Road, Chippenham SN15 2AU (Tel: 01249 656172).

Pre-Race Training

For those teams that want it, pre-race training in Bristol is available at an additional cost of £50 per sessions comprising some land based training by qualified dragon boat coaches followed by 60 minute sessions on the water, on weekday evenings at 6.30pm, subject to prior booking direct with Bristol Empire Dragons www.bristolempiredragons.com (Email info@bristolempiredragons.com or call Ian on 0117 961 3421). Rotary encourages teams to take advantage of this as, in addition to allowing teams to get the best out of themselves, it makes for a slicker, more spectacular event.

Event Schedule

09.00 - Team Captains register at Rotary tent on site
10.00 - Racing Commences
15.30 - The Final
16.00 - Awards Presentation

Awards

Awards will be made as follows:

- Winners medals
- 2nd and 3rd place medals
- Best fancy dress team prize
- Best under 18 team prize

Supporting Activities

The Rotary Dragon Boat Racing event will take place alongside 'Art In The Park', a 'hands on' art and music family fun day organised by our sister club, the Rotary Club of Chippenham. For further information see www.chippenhamrotary.org/artinthepark.php

Other Facilities

Food, coffees, teas and soft drinks will be available for purchase on the site, and a license for a beer tent has been applied for. Toilets will be provided on site. Those competitors arriving by car are requested to make use of public car parking available within Chippenham. The location of car parks and pedestrian routes to and from the site are shown on a [Google Map](#) of the site.

Corporate Sponsorship

The Rotary Club of Chippenham Wiltshire Vale would like to thank the following sponsors without whose support Dragon Boat Day 2011 would not be possible:

**Gold
Sponsor**

To be announced shortly

**Silver
Sponsors**



**Bronze
Sponsors**

To be announced shortly

Other Sponsors



Questions

If you have any questions, please do not hesitate to email:
db_organiser@rotary-chippenham-wv.org.uk

or Tel: L. Crabtree on 01249 656172



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Collecting Sponsorship is Fun!



The following suggestions are to alert you to ways and means of maximising the amount you raise through sponsorship and to make it easier and fun to do.

People will often happily sponsor you when asked, but it can be a chore collecting money after the event. As you are only asking people to sponsor you to PARTICIPATE in the event, as opposed to completing a course or a set distance etc, ask if you can have the money there and then. They can say no but if you only get 50% of the money this way, it will make collecting money after the event easier.

Divide the team into 2 or 3 groups and run a competition between them to see which group can raise the most money.

Delegate 2 or 3 individuals within the team to encourage, motivate and coax all team members to ask for sponsorship.

All organisations buy and sell goods and services. Approach your customers and suppliers and ask for a £50 team donation (10 x £50 = £500, 20 x £50 = £1,000). Delegate one or two team members to do this. This can be an excellent way of reminding customers you still exist!

Get one person each day to sponsor you £1.50 for taking part. In 70 days you will have raised £105. Alternatively, 50 people at £2 = £100.

Encourage team members to carry the sponsorship form with them at all times.

Remind participants that taking part in events like this is worthy of mentioning on CV's and that the leadership/teambuilding skills learnt can be used in the workplace.

Sponsorship money pledged and paid prior to the event (14th July 2012) should be paid by team captains upon registering the team on the morning of the event, preferably by cheques made payable to the 'Rotary Club of Chippenham Wiltshire Vale', or failing that in cash. All original Sponsorship Forms should be handed over at this time too, to enable Gift Aid to be collected. Sponsorship money pledged but not paid prior to the event, should be declared in full when registering the team and paid within 1 month (i.e. by 13th August 2012) by cheques made payable to 'Rotary Club of Chippenham Wiltshire Vale' and sent to Dragon Boat Event, c/o L. Crabtree, Holly Cottage, 14 Rowden Road, Chippenham SN15 2AU (Tel: 01249 656172).

Please note that team captains are required to take responsibility for collecting sponsorship money from team members and passing it to the Rotary Club within the agreed time frame.



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Sponsorship Form



TEAM

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Gift Aid It

Information for each donor

Using Gift Aid means that for every pound donated, the charities benefiting from this event get an extra 28 pence from the Inland Revenue – helping your donation to go further.

This means that £10 can be turned into £12.80 just so long as donations are made through Gift Aid. Imagine what a difference that could make, and it doesn't cost you a thing!

So, if you want your donation to go further, Gift Aid it. Just complete this form. (**Participant** – please ensure that you give the original of this form to your team captain for him to present upon registering the team on the morning of the event. Please also keep a photocopy of the completed form so that you can complete the collection of any outstanding sponsorship money.)

SPONSORSHIP AND GIFT AID DECLARATION FORM

Please sponsor me

To: Compete in the Chippenham Dragon Boat Race on Saturday 14th July 2012

In aid of: The Rotary Club of Chippenham Wiltshire Vale Trust Fund (Reg Charity No. 1041015)

We who have given our names and addresses below and have ticked the box headed 'Gift Aid? [✓]', want the charity or CASC above to reclaim tax on the donation detailed below, given on the date shown. We understand that each of us must pay an amount of income tax or capital gains tax at least equal to the tax reclaimed by the charity or CASC on the donation.

Full Name (First name & surname)	Home Address (NOT your work address) (this is essential for Gift Aid)	POST CODE (vital !)	Amount donated £	Date Paid	Gift Aid? [✓]

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Make a participant's
mydonate
fundraising page



It's the fastest, easiest, and smartest way to raise money!

Make a fundraising page and share it online with your family and friends. Anyone can donate with a credit/debit card from anywhere in the world. MyDonate sends your donations to us and reclaims Gift Aid automatically on our behalf.

How to make a fundraising page

1. Go to <http://www.btplc.com/mydonate> and click 'Start fundraising'.
Important! - Please DO NOT find and select the charity giving page of your chosen charity (in time you will be presented with a Rotary cheque for 3/4 of your total fundraising drawn in favour of your chosen charity).
2. Click on 'Join an organised event'
3. Under 'Search for an event' search on the word 'Chippenham'. Under 'Chippenham Dragon Boat Race 2012', click on 'Join event'.
4. If you wish, declare how much you are planning to raise, then under 'is your charity providing anything to help with your fundraising...', select 'No'. Click on 'Next step'.
5. Log into your personal MyDonate account. If you don't have one, click on 'Register a personal account', complete the form and click 'Create personal account'.
6. Finally, complete all the event information requested, then click on 'Create My Page'.

SHORTCUT! MyDonate Event Link – takes you straight to this year's event...

<https://mydonate.bt.com/events/rccwv/61959>

Important! - Please remember to include the name of your team, company or organisation on your page so that we know which team you are raising money for and where to send your sponsorship money

Share your fundraising page

The more people you tell about your fundraising page, the more donations you'll attract....

1. Email a link to your fundraising page to everyone in your address book.
2. Link your fundraising page to your Facebook or Twitter accounts – see <http://www.btplc.com/mydonate/Help/Helpguides/Forfundraisers/Fundraiser.aspx#socialmedia>.
3. Go Viral - Be proactive and link your fundraising page to your email signature or blog
4. Keep emailing everyone to update them on your progress and asking them to donate
5. Let us know how your fundraising is going so we can share your news and good ideas with other fundraisers. Email db_organiser@rotary-chippenham-wv.org.uk

Want help? Email or live chat online help is available at - <http://www.btplc.com/mydonate/Help/Contactadvisor/index.aspx?>