



Hitchin Soapbox Derby 2025 Application Form

Sunday 21st September

Windmill Hill, Hitchin, Hertfordshire

Please nominate a Team Captain who will act on behalf of the entire team. By signing this form, the Team Captain ensures that ALL team members read, understand, and agree to adhere to the Rules and Regulations set out in this document. Applications can either be posted to:

The Visit Hitchin Shop, 1a Churchyard, Hitchin, Herts, SG5 1HR or emailed to hitchinsoapboxderby@gmail.com. Further details will be provided upon receipt of your application.

CLOSING DATE FOR APPLICATION – MONDAY 30TH JUNE 2025 AT 3PM

Please note: This is an application only and does not guarantee participation. 50 entries will be selected from the applications to participate in the event.

- Only after the entry fee has been paid in full will your place be confirmed.
- Entry fee: £150 per team entry, £250 for commercial, charity, and community group entry.
- Pre-scrutineering will take place 2 weeks before the event, with further scrutineering on the morning of the event. Any participant whose soapbox does not comply with the technical and structural regulations will not be allowed to compete. The entry fee for non-compliant soapboxes is non-refundable.
- The fee is only refundable if the event is cancelled – not postponed
- We reserve the right to postpone the event in the event of extreme weather to the following weekend
- Participants will be judged on the look of the soapbox.
- Each team must perform 1 judged dance at the start of their first race (lasting around 30-60 seconds).
- Each team will be offered 2 races, with the top 10 fastest times eligible for a 3rd race to determine the top 3 winners.
- The award ceremony for the 3 judging criteria will take place shortly after the last race of the day.

Please note that all personal information provided will be used solely for administration of the event. Please refer to the Privacy Notice for more information.

Team Captain Details	
Name:	
Address:	
Email address:	

Mobile telephone:	
Home telephone:	
Date of Birth & Age:	
How did you hear about the event?	

Team Details	
Team Name:	
Is this a personal team (family & friends)?	
Is this a corporate/charity/community group team (work colleagues, please provide company name)?	
All team members must be 16 years or older to participate, and drivers must be 18 years or older.	

Team Members (Up to 4 people maximum per team)	
Name Age	
Name Age	
Name Age	
Name Age	

Liability Waiver and Declaration

By signing this form, the Team Captain and all team members acknowledge and accept that participation in the Hitchin Soapbox Derby involves inherent risks, including but not limited to personal injury, damage to property, or loss caused by accidents.

- The Team Captain and each team member (including minors, with parental/guardian consent) confirm that they understand and agree to the terms set out in the Rules and Regulations of the event.
- The Team Captain and all team members agree to indemnify and hold harmless the event organisers, Cantina Carnitas, its employees, agents, and affiliates from any claims, liabilities, damages, losses, or expenses that may arise as a result of participation in the event.
- The Team Captain and all team members accept responsibility for ensuring that their soapbox and all participants meet the safety requirements set forth by the event organisers, and that the soapbox is constructed in accordance with the Technical and Structural Regulations.
- By signing below, the Team Captain and all team members agree that the event organisers and officials have the authority to remove any team or participant from the event if they are found to be in violation of the regulations or posing a risk to the safety of others.

Please ensure that all team members, including the driver(s) and any minors, sign below to confirm their acceptance of the liability waiver.

Team Captain and Team Members

Team Captain		Team Member 3	
Signature		Signature	
Printed Name		Printed Name	
Date		Date	
Team Member 2		Team Member 3	
Name		Name	
Signature		Signature	
Date		Date	

(If under 18, Parent/Guardian signature required)

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Please let us know the theme of your entry	
Dance music requested (please give title and song name)	

Soapbox Derby Privacy Notice

Cantina Carnitas is the “controller” of the personal data you provide to us. The address is 31 Bucklersbury, Hitchin, SG5 1BG. Phone number: 01462 558584.

We collect contact details for the Team Captain and the names of team members to register you for the event. Ages are needed to ensure you are entered in the correct category. We would like to contact you next year to find out if you are interested in competing again, please indicate below:

☐ Yes, please contact me about next year’s Soapbox Derby

☐ No, do not contact me about next year’s Soapbox Derby

Your personal information will only be processed by Hitchin Soapbox Organisers for the purposes specified above. We will not share your information with any third party unless legally required to do so. We will retain your personal data for one year from the date of this year’s Soapbox Derby, after which it will be securely destroyed.

You have the right to access your personal data held by us, correct inaccuracies, request erasure, restrict processing, and ask for data portability. You may lodge a complaint with the Information Commissioner’s Office (ICO) by calling 0303 123 1113 or visiting ico.org.uk.

Please sign and date to acknowledge that you have read and understood this notice:

Print Name: _____

Signed: _____

Date: _____

Technical and Structural Regulations

1. Gravity propulsion only - no motors, pedals, or stored potential energy.
2. There is no weight limit, but karts will need to be pushed up the hill to start the race so the lighter the better!
3. Maximum external length: 2.2m. Maximum external width: 1.2m.
4. Wheels can be of any material and unrestricted diameter but must be contained within the 2.2m x 1.2m maximum dimensions. No protrusions will be allowed outside these dimensions.
5. Working brakes that affect at least 2 wheels on the same axle must be fitted and tested.
6. Karts must have effective steering to navigate the route.
7. Materials that shatter on impact are not permitted.
8. Kart must carry one or 2 persons, seated, feet facing forward.
9. No exposed sharp corners will be allowed if considered unsafe.
10. All items must be securely attached to the kart.
11. Covers may be attached to the chassis but must be secure upon inspection.
12. A padded steering wheel is recommended.
13. No adjustable suspension (e.g., camber, tow, steering, castor, or KPI).
14. No additional ballast is allowed in the kart.
15. Where possible, the bodywork and chassis should be constructed from recycled or natural materials.
16. All karts must be safe. Any kart deemed dangerous to the public or participant will not be allowed to race.

Conditions of Entry

1. A Team Captain must be appointed (at least 18 years old on the date of the event) to sign the Registration Form (in advance) and Participation Form (on the day).
2. The Team Captain is responsible for the team's compliance with all rules and regulations.
3. There is no limit to the number of people in the construction team, but the total number of race team members is capped at **4 people**.
4. The "Race Team" will consist of **1 or 2 drivers** and **1 additional pusher** per run. **Only 2 drivers** are allowed per soapbox.
5. Any team member can be part of the Race Team, and the composition of the Race Team can change for each run. However, all names and signatures must be provided on the Participation Form at the start of the event.
6. Any Race Team member under the age of 18 must have written consent from their parent or guardian on the Participation Form.
7. No changes to the kart after scrutineering, apart from repairs.
8. Teams are responsible for ongoing risk assessments of their kart and must report any risks to the scrutineers.
9. The organisers reserve the right to refuse entry or withdraw any team if the kart or Race Team poses a threat of injury to participants or others.

Race Team Safety

1. The drivers must wear a crash helmet with the chinstrap secured. Full-face helmets are recommended. Legs and arms must be covered. The wearing of gloves, along with elbow and knee pads, is compulsory.
2. The driver must remain seated and facing forward at all times.
3. The Race Team must follow reasonable instructions from event officials or marshals to ensure safety and smooth event operations, including braking after crossing the finish line.

How the Race is Run

1. The Race Team will consist of **1 or 2 drivers and 1 additional pusher** per run. These are the only people allowed in the push zone and stop zone.
2. Teams will be expected to arrive by 7:30am on the day for scrutineering.
3. Each team will be given a number and races will take place from 10am and 5pm.
4. Each team is expected to participate in a dance performance at the top of the hill
5. The driver can change for each run but must remain in the appropriate category (18 years or older).
6. The "push zone" is at the top of the hill at the start line where pushers can accelerate the kart down the designated area and must release at the designated line. Pushers can follow the kart if needed (a 15-second time penalty will apply for a push restart).
7. The time will be stopped when the kart crosses the finish line.
8. After crossing the finish line, drivers must brake, slow down, and enter the Stop Zone before returning to paddocks
9. The decision of the timekeeper is final.

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