



## Access Requirement Form

### In this form:

Part 1: Application Process .....	1
Part 2: Personal Details .....	2
Part 3: Attendance at the Festival .....	3
Part 4: Access Provision Request.....	3
Part 5: Information / Evidence.....	4
Part 6: Assistance Dog Request .....	4
Part 7: Accessible camping information .....	6
A) Tents.....	5
B) Caravans/Campervans .....	5
C) Purchase a Live-In Vehicle Permit for Access Campsite .....	5
D) Power .....	7
Part 8: Other information.....	7

### Part 1: Application Process

#### This is the process by which bookable access facilities can be requested:

- Purchase the tickets you require, minus the PA Ticket or the disabled child/teen ticket.
- Obtain a ticket reference number.
- Send us your completed Access Requirement Form (only valid with a ticket reference number) and any supporting evidence. We ask you to please return this form as a PDF/JPEG file.
- We will endeavour to respond within 10 working days to confirm your requests
- We will then send you a confirmation email and further instructions.

### Submitting your form

Email your completed form to: [access@carfest.org](mailto:access@carfest.org)

If you have any questions about this process or require support to complete this form, please contact 07951 316746.

## Submitting supporting documents

When submitting documents to support your application, we ask that you:

- Scan/take a photo of evidence and attach it to your form (if emailing)

If you are unable to send via email, please post to:

WeWork c/o CarFest (Silverstone Circuits Ltd)

Access Team

119 Marylebone Road

London, NW1 5PU

## Part 2: Personal Details

<b>Ticket Reference Number</b>	
<b>Name of the person who booked the tickets (on confirmation email)</b>	
<b>Email of Booker</b>	
<b>Tel No when at festival</b>	
<b>Registration number of the vehicle to be used for the festival</b>	
<b>Name of disabled customer</b>	

\*Age group of disabled customer: 0-5 ☐ 6-12 ☐ 13-17 ☐ 18+ ☐

Please note that a maximum of 8 people (including yourself and your Personal Assistant) may camp in one pitch. All groups are asked to abide by this so that we can fit as many people in the campsite as possible.

How many people will be in your group? (Groups are limited to 8 people, including the access customer):

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐

How many of these people will be under 18:

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐

\*If applying for a free PA ticket for a disabled adult, an adult ticket of the same type will be allocated. However, if the disabled customer is a child or teen (up to 17 years of age), a free child or teen ticket will be allocated. PA's must be aged 18 and over.

CarFest do not provide refunds. Do not purchase tickets for Essential Companions or disabled children/teens.

## Part 3. Attendance at the Festival

### Ticket Type

Standard ☐ Premium ☐

Please let us know what days you will arrive at the festival:

Thursday (Early Entry) ☐ (Must be purchased when booking tickets).

Friday (Weekend) ☐

## Part 4. Access Provision Request

**Please check the box next to the access provision you are requesting.  
You may select more than one.**

- A Free Ticket for a Personal Assistant/Essential Companion ☐
- Free disabled child's ticket ☐
- Viewing Platform Access\*\* ☐
- Family enclosure access\*\* ☐
- A Tent Pitch in the Accessible Campsite ☐
- A Caravan (live-in-vehicle permit) pitch in the Accessible Campsite ☐
- If you are camping in another campsite, please state here:  
.....
- Access to a hoist for toileting /changing (Changing Places Unit) ☐
- Access to accessible toilets ☐
- Use of a fridge for the storage of medication or specialist food ☐
- Powered-wheelchair/scooter/medical machinery charging point ☐

Camping customers will have access to the Accessible Camping Carpark if they are booked in the campsite. Parking permits for anyone accessing the Camping Carpark will be required, and these will be emailed out prior to the event.

**\*\*Please note that the viewing platforms are areas suitable for wheelchair users or those unable to stand. The family enclosure is a fenced-in area, suitable for those with sensory needs. Access to these spaces is allocated on a first-come, first-served basis. By ticking the above boxes, you are indicating that you would like to utilise these provisions, but we cannot guarantee access to everyone.**

**You do not need to tick for platform or family enclosure access if you just want to use the toilets at the platforms.**

## Part 5. Assistance Dogs

Assistance dogs are highly trained to support disabled people or those with certain medical conditions. They are not therapy dogs or emotional support animals. Assistance dogs are recognised as auxiliary aids and not as pets (see Assistance Dogs UK).

Definition of an Assistance Dog:

- A dog trained to guide a blind person.
- A dog trained to assist a deaf person.
- A dog trained by a recognised charity to assist individuals with disabilities such as epilepsy, medical detection, mobility impairments, manual dexterity issues, physical coordination challenges, or similar.
- Other prescribed categories of trained dogs assisting persons with disabilities.

### Applicant Checklist:

Please confirm the following by ticking the relevant boxes:

- My assistance dog is highly trained. ☐
- My assistance dog will remain under control and will not wander freely. ☐
- My assistance dog will sit or lay quietly beside me and is trained to toilet on command. ☐
- My assistance dog will wear a lead or harness at all times. ☐
- My assistance dog is not alarmed by loud or sudden noises and will not lunge or pull in a crowded environment. ☐

If your assistance dog is registered with **Assistance Dogs UK (ADUK)**, please provide a copy of your ADUK Identification Booklet.

If approved, you will receive written confirmation of your application approval.

**Please note: Silverstone & CarFest reserves the right to refuse entry to any dog at the gate or during the event if the prior consent process has not been followed or if the dog does not meet assistance dog criteria**

## Part 6. Information / Evidence

Evidence is required for all the above requests.

Photographic ID from the disabled guest will be required before wristbands are issued.

Please note this includes children and teens.

### 1. Documents taken into account

A photocopy/scan of one of the following documents (dated within 12 months of the event if DLA, PIP, Attendance Allowance). Please check the box next to the evidence you wish to submit:

DLA or PIP award ☐

Attendance Allowance award ☐

The Access Card from Nimbus ☐

**Enter Number here:**

War Disablement Pension ☐

Certificate of visual impairment (CVI) ☐

Recognised Assistance Dog ID card ☐

None of the above (see below) ☐

Please email copies of any additional evidence that supports your application if you have any or contact us to discuss your application. Your application will be judged on a case-by-case basis.

Please note that we have the right to verify all evidence submitted.

### 2. Statement (with option to send alternative evidence)

We recognise that the evidence above is not definitive. If you do not have any of the above evidence but wish to apply for the above access facilities, use the box below to state why you require them:

## Part 7. Accessible camping information

The Accessible Campsite at CarFest is available to camping ticket holders. There are accessible toilets, accessible showers, a Changing Places Unit, power chair/scooter charging tent and a medical/specialist food fridge in the accessible campsite. There is also a dedicated member of staff located in this field 24 hours a day, so please approach them if you have any access requirements or questions.

### A) Tents

As we need to calculate the size of the area required for camping, please indicate how many people are in your party (*in section 2*) and how many tents you are bringing.

Total number of tents: 1 ☐ 2 ☐ 3 ☐

What size are your tents in metres?.....

### B) Caravans/Campervans

CarFest want everyone to enjoy the festival and understand that some people may need to bring a campervan or caravan into the accessible campsite.

If you have already purchased a caravan (live-in vehicle) permit (either 3-day or big early), **please provide a copy of your booking confirmation showing this permit.** We will change this to an Access caravan (live-in vehicle) permit.

### C) Purchase a Live-In Vehicle Permit for Access Campsite

Do you wish to purchase an 'Access' Live-In Vehicle Permit (includes power)?

Campervan ☐ Caravan ☐ Trailer tent ☐ Roof tent ☐

On successful application, you will be contacted by the ticketing team to purchase the Access Caravan (live-in vehicle) permit

## D) Power

Access customers who, because of medical reasons, need access to a power hook up (for either a live-in permit pitch or tent pitch) may be eligible for this free of charge as a reasonable adjustment. Free power is not provided for fridges or any device that can be charged with a Battery pack (i.e. Sensory devices or CPAP machines).

**Power cannot be purchased for those camping in tents.**

Do you require free of charge power to your caravan or tent for medical equipment/need (This **does not** include CPAP machines or Fridges)

Yes ☐

Please tell us what equipment you will be bringing and email any evidence.

## Part 8. Other information

**Please inform us if you have any additional access requirements.**

We shall make every effort to make reasonable adjustments to meet your needs

Please note that all collected data will automatically be deleted after the event. We will not share your data with any third-party organisations. However, we do verify evidence submitted.

**If any of your access requirements change prior to the event, please be sure to inform us at the earliest opportunity so that we can do our best to ensure these needs are met.**

**If you are unable to attend, please inform us as soon as possible, as this may mean that someone on our waiting list would be able to attend.**