



NARPO HOUSE
38 Bond St,
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Branch Circular No 13/24

To: Members of the NEC
All Branch Secretaries

May 2024

Dear All

CENOTAPH PARADE AND SERVICE 2024

The Royal British Legion is planning to hold the Ex-Service and Civilian Contingents attending the Parade and Service at the Cenotaph, Whitehall, on Remembrance Sunday, 10th November 2024. We have applied The Royal British Legion to send a contingent of Forty-Eight (48) members, to take part in this unique national event, in the heart of London.

Due to heightened security measures the Metropolitan Police need to conduct individual security checks on all participants. Therefore, basic personal information will need to be provided in advance for each applicant.

Ticket holders will need to bring both photographic ID and a document showing proof of address with them for access to Horse Guards Parade via the staffed Police entry points on the day.

We are now taking applications from Branches, to take part in the Parade and Service. All applications must include the following information to enable us to complete the online electronic application process:

Title/Rank

First Name (this must be the name on photo ID)

Last Name

Date of Birth (please use the format DD/MM/YYYY)

Place of Birth

First line of address

Town

Postcode

Military number and service (where applicable)

Email address

Please note that by supplying this information, the applicant agrees to share this with the Royal British Legion which will be sending the tickets

Please also note that owing to security checks on attendees, last minute replacements are not possible as the tickets are in the Member's name.



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We will endeavour to be as fair as possible in the allocation of tickets, to give the whole country the opportunity to be represented, with preference given to those who have not previously attended.

Those nominated must be NARPO members.

Owing to the limited number of places available the NEC has decided that tickets will be allocated to Branches on the following basis:

Branches with under 1,000 members maximum of 3 nominations

Branches with over 1,000 members maximum of 4 nominations

Branches with over 2,000 members maximum of 5 nominations

Any travelling or ancillary costs incurred by members, will have to be met by individuals or Branches.

For those attending, members will assemble not later than 10.00am in Whitehall, at the marker board allocated to NARPO. NARPO will have its own Parade Marshall, Simon Payne, to whom Members should report on the day. He will be given a list of those attending. Members will be representing NARPO and should be prepared to accept that they should dress appropriately.

Members should be aware of the physical demands of standing in Whitehall for at least one and a half hours and then marching for a distance of at least one and a half miles, possibly in inclement weather. They should also be aware of the tight security measures, which will be in place on the day. These arrangements are subject to change and further detailed information will be circulated to those members selected to attend nearer the time.

It should be noted that the tickets for the parade, issued by the Royal British Legion, will be sent by email from **30th October. These will be sent by the Royal British Legion direct to the Member.**

Would Branches please respond with the relevant information as detailed earlier in this Circular of those wishing to be considered, to Julia Mullan, email trainingadmin@narpo.org in the first instance, to allow for the central collation of nominations by Branches.

Due to the electronic application process, applications will formally close on **2nd August 2024**

As well as being a great event, this is an opportunity to highlight NARPO in the national media. The BBC does contact NARPO and other organisations prior to the parade for any information about the organisation itself and parade participants. They are particularly interested in personal stories about the significance of the event to participants and their families. If any member attending the parade has such a story, please contact the Deputy CEO.

As in previous years, a meal will be provided for each NARPO member attending the parade. This year's meal will be provided at the Central Hall Westminster, Storey's Gate, Westminster. This venue is conveniently located opposite Westminster Abbey and the Houses of Parliament. Members attending will be provided with a set two course meal, including a hot or cold drink.



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As in the past, NARPO will pick up the cost of meals for members participating in the parade. Should any attending guests wish to take up the meal, the cost will be £43.50 per person. BACS payments will be accepted or cheques made payable to NARPO and these should be forwarded to this office, together with full details of those attending, once you receive confirmation of any places allocated to your Branch members.

Please indicate on your return any dietary requirements.

It is important that any members and guests attending the parade who wish to take up the offer of the meal, let Julia Mullan know as soon as possible, as meal tickets will be issued nearer the date and sent by email to attendees.

Members are advised not to make accommodation or travel arrangements until they have received confirmation from the Royal British Legion that they have a place in the Parade.

Yours sincerely,

Alan Lees
Chief Executive