



# INFORMATION SHEET

NAME OF ENTRY: \_\_\_\_\_

DESCRIBE HOW YOUR ENTRY RELATES TO THIS YEAR'S PARADE THEME ("Canada's 143RD Birthday, Let's Celebrate")

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COMPLETE PHYSICAL DESCRIPTION OF YOUR ENTRY(Including Float Dimensions):

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PLEASE PROVIDE INFORMATION BACKGROUND(15 SECOND SCRIPT) ABOUT YOUR ENTRY SO IT MAY BE USED DURING THE PARADE

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# **RULES & REGULATIONS**

PLEASE READ CAREFULLY

## **GENERAL INFORMATION**

1. NO ENTRY MAY DEPICT ANYTHING POLITICAL, CONTROVERSIAL OR OTHERWISE OFFENSIVE WITHIN THE SOLE DISCRETION OF THE WINDSOR PARADE CORPORATION.
2. **\*WE SUGGEST THAT ALL ENTRIES, COMMERCIAL & NON-COMMERCIAL, KEEP THEIR ADVERTISING TO A MINIMUM (EXAMPLE: A SMALL MAGNETIC SIGN) OR USE NO ADVERTISING AT ALL.**
3. **\*FOR AN ENTRY TO BE ACCEPTED INTO THIS YEAR'S PARADE: IT MUST CONFORM TO THE PARADE'S RULES AND REGULATIONS, IT MUST HAVE THEIR APPLICATION AND APPLICATION FEE IN THE PARADE OFFICE ON OR BEFORE THE DEADLINE DATE OF June 15 2010 AND HAVE THE FINAL APPROVAL OF THE COMMITTEE.**
4. **\*THERE WILL BE NO PREMATURE EXITING OF THE PARADE ROUTE, WITH THE EXCEPTION OF AN EMERGENCY. IT IS EXPECTED THAT ALL ENTRIES COMPLETE THE PARADE ROUTE FROM START TO FINISH.**
5. ENTRIES MUST BE ENTERTAINING TO A FAMILY AUDIENCE PRIMARILY MADE UP OF CHILDREN BETWEEN THE AGES OF TWO (2) AND ELEVEN (11)
6. ALL ENTRIES THAT CONSTITUTE A FLOAT MUST INCLUDE AND BE FULLY DECORATED- WHICH MEANS:
  - A) **THE PARADE COMMITTEE ASKS ALL ENTRIES TO GIVE CONSIDERABLE THOUGHT AND TIME TO THE CREATIVITY AND DESIGN OF THEIR FLOAT/ENTRY.**
  - B) **\*THE PARADE COMMITTEE RECOMMENDS THAT ALL RIDERS ON ALL FLOATS/ENTRIES BE DRESSED IN MATCHING COSTUMES, UNIFORMS ETC. TO MATCH THE THEME OF THE PARADE OR THEIR ENTRY.**
  - C) ALL ENTRIES MUST BE RESPONSIBLE FOR ENSURING THAT THE DESIGN AND OPERATION OF THEIR FLOAT/ENTRY IS SAFE AND RELIABLE. ALL VEHICLES MUST BE IN GOOD MECHANICAL CONDITION AND PROPERLY SERVICED PRIOR TO THE PARADE. SPECIAL ATTENTION MUST BE PAID TO COOLING AND EXHAUST SYSTEMS, BRAKES, STEERING AND TIRES
  - D) PROVISIONS FOR EMERGENCY TOWING MUST BE AVAILABLE ON ALL MOTORIZED ENTRIES (E.G. TOW HOOK, TOW CHAIN)
  - E) AUTOMOBILES ARE RESTRICTED TO A MODE OF TRANSPORTATION FOR INVITED GUESTS (EX.: GRAND MARSHALLS ) AND ARE **NOT** ACCEPTABLE AS AN ENTRY.
  - F) ANTIQUE VEHICLES MAY BE PERMITTED AS A MODE OF TRANSPORTATION FOR INVITED GUESTS BUT MAY NOT PULL A FLOAT OR ENTRY.

## **WALKING GROUP INFORMATION**

7. THE ONLY WALKING GROUPS THAT WILL BE ALLOWED TO WALK IN THE PARADE ARE THE FOLLOWING: **MARCHING BANDS, COLOR GUARDS, MASCOTS, CLOWNS, BALLOON CREWS, PERFORMERS AND PERFORMANCE TROUPES.**

## **SAFETY INFORMATION**

8. **NO MATERIAL (INCLUDING CANDY) MAY BE THROWN FROM ANY ENTRY**
9. **ANY ENTRY CAUGHT THROWING CANDY OR OTHERWISE IN BREACH OF THIS RULE WILL BE REQUIRED TO EXIT THE PARADE IMMEDIATELY WITHOUT REFUND OF FEES OR OTHER RECOURSE.**
10. \*\*ANY ALCOHOL OR ILLEGAL DRUG CONSUMPTION OR POSSESSION IS FORBIDDEN BEFORE, DURING AND AFTER THE PARADE FESTIVITIES. ANY INDIVIDUALS THAT ARE CAUGHT WILL BE DISMISSED FROM THE PARADE IMMEDIATELY AND TURNED OVER TO THE PROPER AUTHORITIES.
- A) ALL ENTRIES DECORATIVE MATERIALS MUST BE FIRE RETARDANT.
- B) ALL ENTRIES FUEL TANKS SHOULD BE TOPPED OFF JUST PRIOR TO THE PARADE. ANY TYPE OF FUEL STORAGE RECEPTACLE WILL NOT BE ALLOWED ON ANY PARADE ENTRY.
- C) ALL MOTORIZED VEHICLES MUST CARRY A FIRE EXTINGUISHER THAT HAS BEEN APPROVED, CHARGED, SEALED AND TAGGED TO INDICATE LAST DATE OF SERVICE (WITHIN 180 DAYS OF THE PARADE DATE). THE EXTINGUISHER MUST BE ACCESSIBLE AND THE OPERATOR FAMILIAR WITH IT'S OPERATION.

## **STAGING, PARADE ROUTE AND DE-STAGING**

- D) **\*IT IS RECOMMENDED BY POLICE SERVICES THAT NO RIDERS BE ON THEIR FLOAT OR ENTRY IN TRANSIT TO THE REGISTRATION-STAGING AREA.**
- E) **RIDERS WILL ONLY BE ALLOWED TO RIDE ON THEIR FLOAT/ENTRY FROM THE STAGING AREA, ALONG THE PARADE ROUTE TO THE DE-STAGING AREA. ALL PARTICIPANTS AND INDIVIDUALS SHALL NOT MOUNT OR DISMOUNT FROM FLOATS OR OTHER ENTRIES ALONG THE PARADE ROUTE (WITH THE EXCEPTION OF AN EMERGENCY SITUATION). DRIVERS AND OTHER PERSONS ON ALL ENTRIES MUST HAVE A MEANS OF RAPID ESCAPE IN AN EMERGENCY.**
- F) **\*ONCE AN ENTRY HAS REACHED THE DE-STAGING AREA (END OF THE PARADE) ALL RIDERS ON THAT ENTRY MUST GET OFF THEIR ENTRY IN THE DE-STAGING AREA. AN ENTRY WILL NOT BE ALLOWED TO LEAVE THE DE-STAGING AREA WITH ANY RIDERS STILL ON THE ENTRY. THE ONLY PEOPLE THAT SHOULD BE LEFT WITH THE ENTRY ARE THE DRIVER AND ONE OR TWO PASSENGERS.**

- G) **\*ALL FLOAT/ENTRY RIDERS SHOULD MAKE ARRANGEMENTS BEFOREHAND TO HAVE SOMEONE PICK THEM UP IN THE VICINITY OF THE DE-STAGING AREA . REMEMBER, THAT ONLY PARADE ENTRIES WILL BE ALLOWED IN THE DE-STAGING AREA SO YOU HAVE TO MEET YOUR RIDE OUTSIDE THE AREA**

### **PARADE MARSHALL INFORMATION**

11. ALL INSTRUCTIONS OF THE PARADE MARSHALLS AND IT'S OFFICIALS MUST BE OBEYED. FAILURE TO DO SO MAY RESULT IN REMOVAL FROM THE PARADE AND MAY JEOPARDIZE PARTICIPATION IN FUTURE SANTA CLAUS PARADES.
12. **PARADE MARSHALLS AND OFFICIALS RESERVE THE RIGHT TO REMOVE ANY ENTRY, AT ANY TIME, WHETHER AS A RESULT OF CONCERNS FOR SAFETY, INTERFERENCE WITH THE PARADE'S PROGRESS OR DOES NOT MEET ALL OF THE REQUIREMENTS REFERENCED ABOVE.**

### **ENTRY FORM, FEE AND DEADLINE INFORMATION**

13. THE ENTRY FORM MUST BE FULLY COMPLETED AND THE APPROPRIATE ENTRY FEE MUST ACCOMPANY THE ENTRY FORM AND BE RECEIVED BY THE PARADE OFFICE ON OR BEFORE DEADLINE DATE OF June 15 2010 **AT 5:00P.M.**
14. ENTRY FEES MAY ONLY BE PAID BY CHEQUE OR MONEY ORDER Prior to the Parade