



## Santa Claus Parade Rules and Regulations

All submissions will be approved by the Special Events Coordinator before being permitted to participate in the parade. For questions, please contact the Special Events Coordinator at [nyoung@sylvanlake.ca](mailto:nyoung@sylvanlake.ca) or 403-864-5148.

### Registration Requirements

- Register online by 4:00PM, Wednesday, November 24<sup>th</sup>, 2021
- Your registration must include a completed registration form, and insurance certificate(s) (minimum \$2,000,000.00 public liability insurance policy, which names the Town of Sylvan Lake as 'Additionally Insured.' for the purpose of your registration in the parade)
- ALL entries must be registered and insured, including but not limited to; vehicles, floats, machinery, ATV's, organizations, schools, bands, private entries, and livestock.
- Participants may not enter the parade without registration and proof of insurance
- Registration will not be accepted after 4:00PM on Wednesday, November 24<sup>th</sup>, 2021

### Judging and Start Times

- Please indicate on your registration form if you are interested in having your float judged
- To participate in judging, arrive at the parade muster area on **November 27<sup>th</sup>, 2021 by 3:00PM**
- Judging begins at **3:30PM** sharp
- The parade starts at **5:00PM**

### Weather, Delays, and Cancellations

- The parade takes place rain or shine. Snow won't stop us either!
- Weather conditions are monitored and evaluated by The Town of Sylvan Lake, Event Organizers, or the Parade Marshall (who are authorized to issue delays or cancellations)
- The parade is cancelled in the event of severe weather warnings, high winds, hail, excessive precipitation, thunderstorms, lightning, extreme cold, or other hazardous conditions such as severe storms.
- The Parade may be cancelled in the event of changes to public health actions which
- The parade delays are a maximum of 2 hours, otherwise parade is cancelled.
- Parade entrants are notified of delays or cancellations immediately.

### Parade Safety Requirements

- Units carrying people must be equipped with adequate restraining devices that can reasonably be considered capable of stopping anyone from falling from the unit
- Fire extinguishers are required for floats with generators, lighting, or special effects
- **Candy or advertising items are only handed out** along the parade route.
- **Throwing items** from vehicles/floats is not permitted.



- **Water guns or apparatus that shoot water or other material are not permitted**
- Children must be supervised prior to and during the parade, with a minimum of 1 adult to 8 children.
- Suitable noise levels are determined by the members of the Parade Team.
- Noise is kept at a reasonable level during the parade. The Parade Team may request applicants to adjust noise levels.
- Sirens, blowing of horns, or playing loud music is only permitted during the parade.
- All drivers must have a valid driver's license and may be asked to present their license.
- Entries must allow the driver a 180-degree view of the route at all times.
- Entries must have direct communication with the driver, whether they are attached or not.
- Participants on bikes, skateboards, rollerblades, scooters, ATV's, and other vehicles must wear helmets and proper protective equipment.
- If managing livestock becomes problematic, members of the Parade Team may pull the livestock entry off the route at the first suitable location.
- The Parade Team may remove your entry from the parade at any time for safety or other concerns. Failure to comply in removal from the parade is subject to a minimum 3-year suspension.

#### **Public Health Information**

- Provincial public health actions are evolving and may change on or before the date of the Parade. For the most up to date public health information visit [alberta.ca/covid19](https://www.alberta.ca/covid19)
- Parade participants are responsible for following all current Provincial public health actions and recommendations at all times on the date of the Parade found at <https://www.alberta.ca/covid-19-public-health-actions.aspx>

#### **Emergencies**

- During emergencies, parade participants move to the RIGHT of the parade route to allow clear access for emergency vehicles.
- During large emergencies that halt the parade, turn into the nearest intersection to your right and cautiously proceed back to the muster area for further clarification.

#### **Santa Magic**

- To ensure the magic of the parade, live Santas are not permitted in any entry or float.
- The Parade Santa is provided by the Event Organizers.
- Any other entrant who arrives dressed as Santa may either remove their costume, or not participate in the parade.

#### **Liability**



- By submitting your application, you assume all liability relating to, or arising from their involvement in the Sylvan Lake Parade, and hold the Town of Sylvan Lake, and its volunteers, harmless of any and all claims, actions or causes arising from your participation.

#### **Parade Route and Staging Location**

- The route and muster area location will be emailed to registrants by 4:00PM on November 25<sup>th</sup>, 2021

#### **Waiver**

By submitting an application to participate in the parade, you agree to:

- Assume all liability relating to or arising from involvement in the parade;
- Allow the Town of Sylvan Lake to take pictures of all persons associated with your entry, and to use the pictures for Town of Sylvan Lake promotional materials and publications; and
- Have read, and understand, and comply with the parade rules and regulations.

*The personal information on this form is collected under the authority of Section 33(c) the Freedom of Information and Protection of Privacy Act and will be protected under the provisions of the Act. Personal information, such as names, will not be published unless express consent is provided. Email addresses will be utilized to facilitate contact as indicated above. If you have any questions or concerns regarding the collection and/or use of this information, please contact our Records Clerk at 403 887 1185 Ext 224.*