



## 2016 Huntsville Santa Claus Parade Friday, November 25, 2016 at 6:30 p.m.

### FLOAT/GROUP REGISTRATION PACKAGE

Thank you for your interest in the 2016 Huntsville Santa Claus Parade! This year's event promises to be filled with excitement and fun for hundreds of children - and adults too – that always comes with this time of year.

The following are the rules and regulations for the parade to ensure that the evening runs efficiently. *Please read carefully.*

It is imperative that your Float Driver is aware of all the rules and regulations.

Please read the following carefully: All Entries must comply with safety guidelines.

1. Floats will be lined up in the parade on a first come, first serve basis. The float line up starts on Main Street beginning at Lorne Street and continuing west along Main Street towards Yonge St. **NOT IN FRONT OF H.P. SCHOOL**
2. The Start Marshall (Nick Paroschy) of the parade reserves the right to place certain floats at specific locations along the route to coordinate music, marchers and bands.
3. All members of your group will be expected to obey all instructions from parade officials. Failure to do so may result in the disqualification of your entry. Please watch for parade volunteers along the route, they will be wearing reflective vests and giving you some direction if there is a gap in the parade or if the parade is moving too slow OR too fast.
4. For young children who will be riding on the float, please make a plan to meet your float at a specific location.
5. Every item on your float must be firmly and safely attached. Loose materials cannot hang from the float.
6. Parade participants are not allowed to throw candy or any other material along the parade route or encourage children to come up to your float as this presents a serious safety hazard. 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. If your group would like to hand out candy it must be done person-to-person only. Please keep any food items "nut-free".
7. Anyone walking along the parade route should have a flashlight.
8. Please maintain a safe distance from the float in front of you. Watch for direction from the parade volunteers along the route, they will be wearing reflective vests and letting you know if the parade is moving too slow OR too fast.
9. 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.
10. Any entrants of horses and or/live animals require a clean-up person along the parade route. Please be aware that they must cross the swing bridge and that you must abide by the "stoop & scoop" animal control by-law.
11. Please dress warmly and according to the weather. The parade will commence rain or shine.
12. Alcoholic beverages are forbidden on any float, in any vehicle or on the person of any participant. Participants consuming alcohol prior to or during the parade are subject to removal from the parade.
13. No entry may depict anything political, controversial or otherwise offensive within the sole discretion of the Huntsville Santa Claus Parade Committee.
14. **No entry may depict Santa Claus and/or Mrs. Claus or Santa's Float. We want to save our special guest for last.**



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**Important:** Float Marshalling Area: Floats will begin to assemble **NO EARLIER** than **5:00 pm** on Main Street beginning at Lorne Street and continuing west along Main Street towards Yonge St. **Please approach the parade marshalling area on Main Street from the Yonge St end, to avoid turning around your float.** All floats will line up on a first-come-first serve basis. There will be **NO** access going west on Main Street towards Yonge St. after 5:00 pm, therefore all riders will have to walk to their float from this intersection. In the spirit of the Holiday Season parade entries must be decorated and/or have music depicting a holiday theme or scene. Floats may be pulled by commercial vehicles but commercial vehicles on their own without the above will be removed from the parade.

This year's theme is **“Sharing the Human (and Animal) Christmas Spirit”**.

**NEW THIS YEAR – Dance Groups and sports groups** who would like to demonstrate their routines will be invited to move down the parade route ahead of the actual parade, stopping in five places - at Centre, in front of Town Hall, Brunel Road, West Road and Cliff Ave - to do a brief (two minute) routine. This will allow time for groups to strut their stuff without holding up the parade. All such groups should gather at the Huntsville Public School and will be assigned to head down the parade route on a first come, first serve basis starting at 6:30. Each group will be accompanied by a parade volunteer who will be tasked with making sure the group stops no more than two minutes in each dedicated location – please respect these time constraints and plan your routines accordingly. Dance groups may watch the parade anywhere between Cliff Ave and the Mall when they are done.

Bands/Marchers: All bands, marchers and people walking the parade should meet in the Huntsville Public School auditorium (16 Caroline Street West) and will be placed in the parade at the Start Marshall's discretion.

Drivers: At the end of the parade route, after dropping the children at the rear entrance of Huntsville Place Mall, please continue around the back of the mall and park near where Zellers use to be or continue on out of the parking lot. Please **do not stop** at the entrance to Huntsville Place Mall. It is imperative the dispersal be obeyed as there have been safety concerns in the past. Please note larger floats will be directed past the first entrance to mall to be unloaded between the entrances to the mall.

Float Participants: Clearly communicate a meeting place with all of your float participants. Listed below are the road closures for the parade. When parents are escorting children to your designated float meeting place, please make sure they are aware of the road closures:

- Main St., from Yonge St. to Centre St., close at 5:00pm, reopen at approximately 8:00pm
- Main St., from Centre St. to Brunel Rd., close at 6:00pm, reopen at approximately 8:00pm
- Main St., from Brunel Rd. to Huntsville Place Mall, close at 6:30pm, reopen at end of parade



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## Parade Registration

Please complete the following registration application and **submit prior to November 15, 2016**. Entries received after the November 15<sup>th</sup> deadline will be accepted but the fee will be \$50.00 instead of the usual \$35.00. For Charitable Organizations, non-profits and Service Clubs the entry fee is \$25.00. These fees are used to pay for advertising, bands and other expenses to make for a great parade so thank you for your support.

1. **Contact Information:** *Please print*

Name of Organization/Business/Group: \_\_\_\_\_

Contact Person - Name: \_\_\_\_\_

Phone: (Business) \_\_\_\_\_ (Home) \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

2. **Guidelines:**

*I understand and accept all guidelines as outlined on page one and hereby agree to abide by them*

\_\_\_\_\_  
Signature Organization Representative

\_\_\_\_\_  
Date

3. **Float Information:**

Type of Entry: (Description, size, approx. length of vehicle/float, number of vehicles)

**Dance / Sport Groups:** Please note that you will be asked to move through the parade route ahead of the parade – stopping in 5 locations to do your routine. Please meet at the Huntsville Public School at 6 p.m. where you will be directed to proceed down the parade route on a first-come, first-serve basis starting at 6:30 p.m. This will give you more time to “strut your stuff” and then participants may watch the parade when you are done!

*Please check*

Will there be music on the float? Yes \_\_\_\_\_ No: \_\_\_\_\_

Type of Music: Tape/CD: \_\_\_\_\_ Live Band: \_\_\_\_\_ Choir: \_\_\_\_\_

*Note: Please play Christmas Music Only.*

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4. **Payment Information:**

*Payment must accompany registration. \*Please make cheque payable to Huntsville Santa Claus Parade*

*Fee: \$35.00 Fee after November 20: \$50.00*

*Charities and Service Clubs Fee \$20.00*

*Sponsorship Fee(includes float).....\$100.00*

Payment Enclosed (please circle one): Cheque Cash

*There is nominal fee of \$20.00 for Charity Organizations or Community Service Clubs. Must supply Reg. #*

**Charity Registration Number:** \_\_\_\_\_

Please complete this form & return to the Chamber of Commerce, 8 West Street North, Huntsville P1H 2B6  
Fax: 789-6191 Email: [chamber@huntsvillelakeofbays.on.ca](mailto:chamber@huntsvillelakeofbays.on.ca)



# 2016 Huntsville Santa Claus Parade Friday, November 25, 2016 at 6:30 p.m.

No later than Friday, November 20, 2016.

## Waiver Form

I agree to abide by the rules and regulations of the Santa Claus Parade and hereby absolve the Town of Huntsville, The Huntsville Santa Claus Parade Committee, and all volunteers of any liability for any personal injury, death, property damage, loss or expense that participants may suffer as the result of participating in the parade.

I have read the rules and regulations and accept the above waiver by signing below.

Business: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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**TV Information Form**

This information to be broadcast when your float passes the live TV broadcast on Cogeco.

Business/Association:

**Broadcast Release:** *Please Print or type.*

*Please complete and return all registration forms with payment to the Chamber of  
Commerce*

**no later than Friday, November 20, 2016**