



Santa Claus Parade December 2024

Parade Rules and Regulations

All submissions will be approved by the Special Events Coordinator before participating in the parade. For questions, please contact the Special Events Coordinator at dpapineau@sylvanlake.ca or 403-887-2199.

Registration Requirements

- Register online by 4:00 PM, Monday, December 2nd, 2024
- Your registration must include a completed registration form, and insurance certificate(s) (commercial registrations must include a 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 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 4:00 PM, Monday, December 2nd, 2024

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 **December 7th, 2024, by 3:00PM**
- Judging begins at **4:00PM** sharp
- The parade starts at **5:00PM**

Weather, Delays, and Cancellations

- The parade takes place rain or shine. Snow will not 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 severe weather warnings, high winds, hail, excessive precipitation, thunderstorms, lightning, extreme cold, or other hazardous conditions such as severe storms.
- The parade delays are a maximum of 2 hours, otherwise the 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 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 before and during the parade, with at least 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.
- 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 will result in removal from the parade and is subject to a minimum 3-year suspension.

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 December 2nd, 2024

Waiver

By signing, 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.