



2018 REGISTRATION PACKAGE
Truro's Annual Santa Claus Parade
Saturday, November 17th, 6:00PM

THEME: Your Favorite Toy

This year's theme hopes to bring out the kid in everyone – what was your favorite Christmas Toy? Decorate your float with creativity and style. Throw it back to Cabbage Patch Kids and G.I Joe, or flow through the decades with Tickle Me Elmo or Lego. Everyone had that ONE toy they always wanted – team up and show us yours!

Please consider this as your invitation to join in the fun by registering an entry. Whatever you choose, remember....the more detailed and colorful your entry, the better. We're looking forward to creative concepts, dazzling color and lots of twinkling lights, coupled with a healthy dose of enthusiasm so our annual parade will create a WOW factor like never before!

In terms of providing power to light your float, both generators and inverters may be suitable for your needs, but you may want to consider reserving or buying early to meet the last-minute demand.

Please read through the enclosed package carefully as there have been some significant changes to the rules as well as additional information provided regarding line up times. Call the DTP office (895-7800) if you have any questions.

The deadline for registration is November 1st, 2018.

We look forward to your participation!

Sincerely,
Sam Madore
Executive Director
Downtown Truro Partnership

2018 SANTA CLAUS PARADE DETAILS

DATE: *SATURDAY, NOVEMBER 17, 2018*

TIME: *Start time 6:00P.M.*

You will be contacted by parade marshals no later than the evening of Friday, Nov. 16th with your parade placement. **Please ensure you provide both daytime and evening contact information.**

START & END POINT: Colchester Legion Stadium, Lorne Street

THEME: *Your Favorite Toy*

ENTRY FEE & REGISTRATION: There is no entry fee, but pre-registration is a requirement.

RULES:

(1) Our volunteer Parade Marshalls (Colchester Ground Search & Rescue) are the official on-site authorities. Any instructions given by them must be followed and your courtesy and cooperation is expected. Any entrant not meeting the requirements of participation may be removed from the lineup and subsequent participation may be denied.

(2) Entries will be limited to a total of 60. ***Please note: Your entry will not be registered unless all sections of the entry form are completed. Do not submit your entry form until you can give a full description of your float, along with a signed waiver.***

(3) All motorized entries must include a fully decorated float. Company trucks/cars, service club vans, buses, antique cars, fire trucks, personal vehicles etc. are not eligible *unless* they are pulling a fully decorated float. Tow vehicles must also be well decorated. **NOTE: An allowance is being made this year for a limited number (maximum 6) of motorized vehicles unable to tow a float. Specific requirements apply for these entries. Please contact the DTP office for full details.**

(4) Entries *should* relate to the specific parade theme. Entries may be decorated in a seasonal theme but will not be considered for awards in any category.

(5) Lights, seasonal live or recorded music and costumes are strongly encouraged for all entries. Please note that judging now includes a category entitled "Creativity with Lights."

(6) All walking groups, horseback riders, etc. must be in costume or brightly dressed in seasonal attire and provide entertainment value suitable for a family audience (not purely promotional).

(7) Walking groups will be restricted to a maximum of 20 members.

(8) Animals (horses, dogs, etc.) are permitted. However, if they are walking (not on a float), entrants are required to take care of clean up as necessary along the route. Alternately, horses may wear a diaper.

(9) Candies and other giveaways are **NOT TO BE THROWN** from passing floats. This causes a serious safety hazard and impacts on *everyone's liability insurance*. Instead, please have people in costume walking with your float to hand out these items. **Entrants observed disregarding this rule may be removed immediately from the parade and will not be permitted to enter in subsequent years.**

(10) Clear identification signage at the front or sides of your entry is important, both for viewers and the judges.

- (11) All float entries must be safe for passengers and spectators. Please ensure all items are well secured, passengers remain seated and children have adult supervision.
- (12) All generators must be fully fueled prior to arrival at the set up area to ensure there is no need for refueling during set up or along the parade route.
- (13) All electrical devices must meet safety standards and electrical output must not exceed the maximum amperage of the generator.
- (14) All floats must carry a fire extinguisher and a minimum of two handheld flashlights.
- (15) Smoking is not permitted in the set up area or on floats during the parade.
- (16) All individuals/groups submitting parade entries should have liability insurance.
- (17) DTP reserves the right to screen all entries with an eye to the overall impact on the parade, its theme and purpose and, if necessary, remove unacceptable entries. This is a family-oriented event and is not an appropriate venue for political messages or controversial social statements.
- (18) DTP reserves the right to have Santa as its entry at the end of the parade. He is not to appear in any other entries.
- (19) All entries must be pre-registered at the DTP office. Anyone arriving unannounced on parade day may be refused.
- (20) Entries will be screened at the Stadium lot prior to the Parade start to ensure rules/standards are being met. **Marshalls have the authority to remove any entries that are obviously incomplete, do not adhere to Rules 3 and 6, or who are not pre-registered.**

LINE- UP TIMING

- 3:00-4:00PM Mobile units line up
4:00-5:00PM Participants on floats and marching/walking entries arrive
5:30PM All units move forward to close any gaps – notification will not be given.
5:55PM Parade starts to move.

NOTE: ENTRIES ARRIVING LATE MAY BE REFUSED.

SUGGESTIONS FOR GETTING MORE PEOPLE INVOLVED WITH YOUR FLOAT

- (1) Select one or two enthusiastic leaders who can organize, delegate, etc.
- (2) Start planning early – today is not too soon!
- (3) Start small – bigger is not always better
- (4) Recognize everyone's potential. Some people who cannot work on actual float construction may be able to make decorations, sew costumes, make calls to find equipment, etc.
- (5) Try to make it a family affair, as well as a business or group function. Encourage employees or volunteers to get their spouses and children involved. It helps generate lots of Christmas spirit.
- (6) As employers or leaders, recognize that a few small incentives may be needed and appreciated. It may be as simple as providing coffee and donuts or pizza and beer after a successful planning or construction session. And, of course, your own support and enthusiasm is always welcome too!
- (7) Have fun with it! Working together on something outside of regular duties can be quite enjoyable!

SOMETHING TO KEEP IN MIND ABOUT PRIZES

We have occasionally had complaints about the judges' choice of winners, leading us to wonder if the true spirit of the event is being forgotten. The judges (three different, independent individuals from the community each year) do not have an enviable task, to say the least. Decisions must be made quickly, but they do the best they can. As well, the parade's intent is certainly not to cause hard feelings among participants or to make most entrants (all those who do not receive trophies) feel like losers, but rather to present an event that is FUN – fun to participate in and fun to watch. We hope the trophies are just an added bonus, not the main focus. Friendly competition is healthy, but please keeps the spirit of Christmas and of the Santa Claus Parade as the cornerstone of all your efforts.

RESOURCES

A number of local businesses have traditionally indicated they *may* be able to help parade participants on a first come, first serve basis with such items as trucks, flatbeds, tractors, generators. If you contact businesses for parade items, please remember these companies make donations *when available*.

REGISTRATION FORM
TRURO'S 2018 SANTA CLAUS PARADE
Saturday, November 17th, 2018

Registration Deadline: Thursday, November 1st, 2018

BUSINESS/GROUP NAME: _____

MAILING ADDRESS: _____

POSTAL CODE: _____

CONTACT PERSON: _____

TELEPHONE: (Work) _____ (Home) _____

(Other) _____

Email: _____

When planning and designing entries, please keep in mind that the purpose of the parade is to provide *entertainment*, especially for children.

PARADE THEME: *Your Favorite Toy*

OUR ENTRY'S SPECIFIC THEME/TITLE:

CATEGORY: _____

(Commercial, Service/Private, Club, Band)

TYPE OF ENTRY:

Float () Marching Band () Walkers () Other ()

If "Other", please

specify _____

LIABILITY INSURANCE:

Our Business/Group has liability insurance ()

Policy Expiry Date: _____

DESCRIPTION OF FLOAT:

1. Size of float

2. Float pulled by (½ ton, horses, etc.)

3. Details of float theme/decorations: (Must Be Complete)

4. Entry will include music: Yes () No ()

5. Entry will be accompanied by costumed walkers: Yes () No ()
If Yes, how many? _____

On behalf of the above named parade registrant, I hereby waive and refuse any and all rights and claims for damages against the Downtown Truro Partnership (DTP) and/or its sponsors, officers or members. I also agree to abide by all rules and regulations as outlined by the DTP.

Business/Organization Representative:

Date: _____

Please keep a copy of the Parade Registration Package for reference on the day of the Parade.

Please return completed form to:

DOWNTOWN TRURO PARTNERSHIP
605 Prince St., Truro, NS B2N 1G2
EMAIL: info@downtowntruro.ca

For hand delivery, please note our office is located within the Marigold Cultural Centre.

Please Note:

- Registration confirmation will be provided by the DTP office. *Notification regarding placement will be provided by Colchester Ground Search & Rescue.* Please note arrival times are included in the parade package.
- **Parade route** is as follows: Departs from Lorne Street, turns right on Queen St., left on Court St., left on Prince St., right on Young St., left on Esplanade, left on Walker St., left on Queen St., right on Lorne St..