



West Hants
something inspiring awaits

West Hants Regional Municipality
Parade Entry Application and Guidelines
Santa Parade of Lights, Windsor

Saturday, November 27, 2021, at 6:00 PM

DEADLINE to register is Wednesday, November 24 at NOON!
PARADE ENTRIES MUST PRE-REGISTER AND FOLLOW ALL GUIDELINES

Parades are to entertain children and families. All entries should convey the spirit of the holiday season. Use your imagination. Entries can walk, sled, bike, skateboard, in-line skate, run, or wheelbarrow in the Parade of Lights. **Motorized vehicles** are welcomed to participate but must adhere to the Vehicle/Float requirements below. Two spotters at the rear most wheel are required, on both sides, without exception.

EVENT INFORMATION

- Saturday, November 27, 2021
- Float arrival by 5 pm - at the Fort Edward Plaza.
- Parade start time: 6pm SHARP!
- Parade finish: 7pm (approx.)
- Due to COVID restrictions, Victoria Park Tree Lighting will be live-streamed only on West Hants Regional Municipality’s Face Book at 7:30 pm.

Give away smiles, not stuff:

- **Throwing of candy or any object WILL NOT BE ALLOWED.**
- Any handouts or collections WILL require volunteers to walk through the crowd.

There is only one Santa and he rides at the end of the parade on the Windsor Fire Truck

VEHICLE/FLOAT REQUIREMENTS:

All entries must pre-register by Noon on Wednesday, November 24, 2021, by forwarding the signed waiver and completed registration form to vanessa@westhants.ca or by fax at 902-798-8553.

Drivers MUST show the following to the Traffic Authority at the start of the parade:	Completed Checklist
• Provide valid driver’s license. The CLASS of the driver’s license must show that the driver can operate the vehicle entered in the parade.	1.
• Provide insurance documents for all vehicles, including trailers and livestock, entered in the parade.	2.
• Provide vehicle registration for all vehicles, including trailers, entered in the parade.	3.
• All entries must have at least two SPOTTERS accompanying EACH entry . Spotters will walk at the rear most wheel, on both sides of the entry (single vehicle or float) to ensure no one jumps on or off float or entry.	4.
• All entries MUST have a fire extinguisher accessible in case of fire	5.

It is strongly recommended that anyone driving in the parade should notify their automobile insurer.

Remember to bring your documentation and a fire extinguisher.

DECORATIONS: All float and vehicle entries MUST be decorated and have lights.
There is only one Santa and he rides at the end of the parade on the Windsor Fire Truck

SAFETY RULES AND REGULATIONS:

- There will be Parade Marshals along the route. Any safety infraction will be relayed immediately to the RCMP and Parade officials, and the entry may be removed from the parade and will not be allowed to participate in future parades.
- Parade Marshals will control all intersections along the parade route.
- Individuals and organizations in the parade are expected to perform courteously, in good taste, and with safety in mind **at all times** during the formation, execution and dismissal of the parade.
- The parade has a strict **“no open flame policy”**.
- Generators are permitted, as long as the generators are CSA approved
- **Each float must have a fire extinguisher on board.** (Especially if there is a generator in use on the float)
- All entries are to maintain reasonable and consistent spacing to the entry in front of them.
- Marching bands and other performing groups are not to **unduly delay** the parade.
- It is the driver and float organizer’s responsibility to ensure that all children be securely seated and supervised on a float or in a vehicle.
- All passengers should be seated while the vehicle is in motion.
- **Once the parade begins any person not on the float/vehicle will not be allowed admittance to the float/vehicle. Likewise, no person can leave a float or vehicle for the safety of all involved.**
- **By signing the Parade Waiver and application, entrants agree to comply with the West Hants Regional Municipalities Parade Guidelines.**

Anyone driving a float should notify their automobile insurer that they are participating in the parade and must provide proof of vehicle and float registration, vehicle insurance and valid driver’s license.

ANIMAL AND LIVESTOCK REQUIREMENTS:

- All entries with live animals must have at least one handler per animal.
- Any entries with live animals must have a cleaning crew following the entry. The cleaning crew must accompany and immediately clean-up (poop & scoop) after any incidents.
- There is no stopping along the route for petting or playing between animals and bystanders. ALL entrants must keep pace with the parade.
- **Any livestock entries MUST be pre-registered, and provide a certificate of insurance, without exception.**
- **Any large livestock or horses must have (\$5,000,000.00) five million-dollar liability insurance.** A copy of liability insurance MUST be included with your application and will be reviewed by the RCMP.

Poop & Scoop: A cleaning crew must accompany and immediately clean-up after any live animal entries.

The West Hants Regional Municipality reserves the right to refuse entry to any driver, vehicle or float deemed unsuitable; without spotters; or without proper documentation to operate a vehicle/float in the parade. All parade entries will be checked by the Traffic Authority prior to the start of the parade.

If you require further information, please feel free to contact:
VanEssa Roberts at 902-798-1708 or by email at vanessa@westhants.ca



West Hants Regional Municipality Parade of Lights APPLICATION

Saturday, November 27, 2021, at 6:00 PM

DEADLINE to register is Wednesday, November 24 at NOON!

CONTACT PERSON: _____

CONTACT PHONE/CELL NUMBER: _____

CONTACT EMAIL: _____

GROUP/BUSINESS/ORGANIZATION: _____

ADDRESS: _____

Will there be a float? Yes _____ No _____ Length of float: _____

Type of vehicle hauling the float: _____

Vehicle/float entry activity/description: _____

Spotters are required for all vehicles/floats Do you have Spotters Yes _____ No _____

Will there be walkers in the parade Yes _____ No _____ How many: _____

Will there be animals in the parade Yes _____ No _____ How many: _____

Does driver have required documentation to provide to RCMP for inspection prior to the start of the parade
i.e.: Driver's License, vehicle insurance and vehicle registration: Yes _____ No _____

Do you have a Fire Extinguisher for the parade entry: Yes _____ No _____

Questions regarding your parade entry, please contact VanEssa Roberts at 902-798-1708

Completed Parade Registration Forms can be faxed to 902-798-8553, or emailed: vanessa@town.westhants.ca
or dropped off at the West Hants Municipal Office, 76 Morison Drive, **by Noon on Wednesday, November 24, 2021**

WAIVER

Fine Print Release and Consent

WAIVER

It is suggested parade applicant/participant seek legal opinion to review the Parade Waiver. By signing, the parade participant/organization will not hold the West Hants Regional Municipality, the parade organizers, or sponsors, liable.

In consideration of the acceptance of the _____ (group, individual, organization named participating in the parade), I/we hereby release the West Hants Regional Municipality, the parade organizers and volunteers, and all parade sponsors from any and all *claim for damages* which may occur to me/us at anytime hereafter in favour of myself, my heirs, representatives, or dependents, against said organization, its officers and members, which may be suffered by me or any of them because of any matter, thing, condition, negligence, or default, or any person whatsoever, including the WHRM and parade organizers.

By checking this box, I agree to accept the rules, regulations and terms set out above. I acknowledge that if I/we fail to comply with any of the parade guidelines, I/we may be prohibited from entering any future parades in the new regional municipality.

Signature: _____

Print Name: _____