

Town of Windsor Parade Guidelines

Parade Guidelines

Parades are primarily to entertain children and families

GIVE AWAY SMILES, NOT STUFF:

- Throwing of candy or any object, including water, **WILL NOT BE ALLOWED.**
- **Any handouts require volunteers to walk through the crowd.**
- The parade is not a fundraising opportunity or a commercial promotional opportunity...NO solicitation

VEHICLE/FLOAT REQUIREMENTS:

Due to increased participation in parades and to ensure public safety, all entries must register in advance by forwarding the signed waiver and completed registration form.

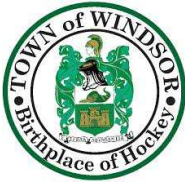
Pre-registration will assist in the parade line-up on Centennial Drive and is greatly appreciated.

The following information WILL be checked at the start of the parade by the RCMP.

- Driver's License for the driver of each vehicle and that the CLASS of the license allows the driver to operate the vehicle entered.
- Valid registration for all vehicles, including trailers entered into the parade.
- Insurance documents for all vehicles, including trailers entered into the parade.
- All entries must have two **Walkers accompanying EACH vehicle/float**. The Walkers will walk on each side of the float at the rear most wheel to ensure no one comes into contact with the vehicles, and that no one jumps on or off the float.
- Anyone driving a float should notify their automobile insurer that they are participating in the parade and provide proof of automobile liability insurance and valid license to the RCMP at the start of the parade.

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. The entrants must keep pace with the parade.
- **Any livestock entries MUST be pre-registered and insurance provided, without exception.**
- **Any livestock or horses must have (\$5,000,000.00) five million-dollar liability insurance.** A copy of liability the insurance MUST be included with your application and will be reviewed by the RCMP, two weeks in advance of the parade.



Town of Windsor Parade Guidelines

SAFETY RULES AND REGULATIONS:

- 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 they are CSA approved
- **Each float must have a fire extinguisher on board.**
- All entries are to maintain reasonable and consistent spacing to the entry in front of them.
- There will be Parade Marshals along the route. Any safety infraction will be relayed to the RCMP and Parade officials, and the parade entry may be removed from the parade and will not be allowed to participate in future parades.
- Parade Marshalls will ensure bystanders do not enter the roadway at any time while the parade 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 come off the float/vehicle for the safety of all involved.**
- 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 individuals be securely seated, and children are supervised. **All passengers should be seated while the vehicle is in motion.**
- The Parade Committee and Town of Windsor reserves the right to refuse entry to any group deemed unsuitable to the parade.
- **By signing the Parade Waiver and Application, entrants agree to comply with the Town of Windsor Parade Guidelines.**

PARADE REQUIREMENTS

Copy of a **valid Driver's Licence** for the driver of each vehicle

1. Copy of **valid registration for all vehicles**, including vehicle and trailers entered into the parade.
2. Copy of **insurance documents** for all vehicles, including trailers entered in the parade.
3. Copy of **\$5million liability insurance for any livestock/horse entries.**
4. **Two walkers, minimum, to walk on each side of the floats/tractor trailers/etc.to ensure no one comes in contact with parade vehicles.**
5. A **fire extinguisher** on board each entry
6. **No throwing of candy or any object during the parade.**

Town of Windsor Parade WAIVER – Avon River Days

It is suggested the Parade participant seeks legal opinion or review. Below is the Waiver and Registration. The parade participant/organization does not hold the Town of Windsor or the Avon River Days Festival organizers liable.

In consideration of the acceptance of the _____(group, individual, organization named participating in the parade), I/we hereby release **the Avon River Days Festival** (Organization), the parade committee and volunteers, parade sponsors and the Town of Windsor from any and all *claim for damages* which may occur to me 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, or the Avon River Days Festival and Parade organizers.

By checking this box, I agree to accept the rules, regulations and terms set out above. I acknowledge that if I fail to comply with any of the parade guidelines, I/we may be prohibited from entering any future parades in the Municipality of the District of West Hants or the Town of Windsor.

By checking this box, I/WE Agree to the terms set out above.

Town of Windsor Parade Application – Avon River Days

Contact Person: _____

Contact Number: _____

Email Contact: _____

Group/Organization: _____

Address: _____

Float Activity Description: _____

Will you have a float? Yes _____ No _____ Length of float: _____

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? _____

Do you have a fire extinguisher for the float? Yes _____ No _____

Do you have a valid driver's License? YES _____ NO _____

Do you have copies of required insurance documents? YES _____ NO _____

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

Email completed applications to vanessa@town.windsor.ns.ca or fax 902-798-5679.

Applications can also be dropped off at the Town of Windsor, 100 King St, Windsor, attention: VanEssa Roberts