

Santa Claus Parade



Dear Participant,

The Newmarket Santa Claus Parade Committee would like to thank you for your interest in participating in the 2022 parade. Community groups, schools, sports groups, businesses, and volunteer organizations are invited to submit applications to enter floats, performance groups, or walking groups for the parade.

Outlined below are the regulations pertaining to the parade. Please read these carefully to ensure that you are able to abide by all the regulations before you complete and return your application and fee (if applicable).

NEW: The deadline for applications is 4 p.m. on Friday, November 4, 2022

Important Information

Parade Date: Saturday, November 19, 2022

Theme: All floats/vehicles MUST be decorated in a Christmas theme. Please note that there is only one Santa Claus, and he comes at the end of the Parade. At the discretion of the Float Coordinator; floats/vehicles that are not decorated appropriately may be removed from the parade with no refund of the application fee.

Fee: \$50 for all entries (non-refundable)

Registered Charities who can provide a valid CRA (Canada Revenue Agency) official charity status number will be exempt from paying the fee. Unless a CRA number is provided the \$50 fee is required. For more information on Registered Charities please visit: <http://www.cra-arc.gc.ca>.

Payment Methods:

- Cash
- Cheque made payable to: The Newmarket Santa Claus Parade Committee.
- Electronic E-mail Transfer: e-mail address: nmktsanta@gmail.com.

Please indicate the group name in the memo.

Payment must be attached to the application. Debit and Credit Cards are NOT accepted.

Approval: The Float Coordinator will contact you by e-mail confirming whether or not your float has been approved for the parade. Please note: Only the first 50 approved floats will be accepted into the Parade.

Please submit your completed application and fee (if applicable) by: 4 pm on Friday, November 4, 2022 in one of the following ways:

1. In person or by mail to:

Attention: Jesse Zulauf
Town of Newmarket, Recreation & Culture Department
395 Mulock Drive
P.O. Box 328, (STN MAIN)
Newmarket, ON, L3Y 4X7

2. By email to: nmktsanta@gmail.com (only if paying by etransfer or exempt (valid CRA#))

Newmarket Santa Claus Parade Rules & Regulations

Safety Meeting:

A representative from each float **MUST** attend the **MANDATORY SAFETY MEETING** on **Thursday, November 10, 2022 at 6:45 p.m.** in Council Chambers at the Municipal Office (395 Mulock Drive) and stay for the duration of the meeting.

Your safety meeting information package will be available at this meeting. This will include your float number, parade route, and your arrival and dispersal time in the marshaling area. Please ensure you are prompt and please leave your children at home.

Parade/Float Information:

- All entries must reflect a Christmas theme and be decorated as such, and can't be strictly for advertising.
- Please note there is only one Santa Claus and he comes at the end of the parade. Floats may NOT include a live Santa figure.
- For safety reasons, no decorations or skirting should be too low to the ground.
- Floats must not be more than 14' high due to hydro wires.
- Advertising signs are only permitted on the sides of the float. Signs must be no larger than 3' deep and 8' long, and must be no higher than 5' from the ground.
- Music (if applicable) coming from a float must be played at a reasonable volume. If asked by a Marshal or a member of the committee (in the red Santa jackets) to turn down the music, please do so.
- For the safety of participants and spectators alike, nothing may be thrown from the floats or vehicles along the parade route. If you wish to provide giveaways please use walkers only to hand things out along the parade route.
- Entries that include small children walking in the parade must station persons along the route to assist the children in the event they get tired.

- The float number, which you will receive at the Safety Meeting, must be prominently displayed on the driver's side of the car or towing vehicle on the dashboard. This number must be visible to parade marshals, judges and media.
- The parade will form along Cane Parkway and Lorne Avenue. Entrance to the marshaling area is from Mulock Drive.
- Float operators/drivers are required to obey and follow all instructions given by the Parade Marshals. Marshals are readily identifiable by their red Santa Claus Parade Committee jackets.
- If a float or participant is deemed to be participating in a dangerous or unsafe manner; marshals have the discretion to remove the float/participant from the parade.

Dance/Walking Groups

- If you have young children participating, please ensure 5:1 ratio of children to adults is met.
- Chaperones are asked not to bring non-participating children (i.e. siblings).
- Chaperones must keep the group together while walking in the parade. Do not allow for gaps within the group.

The Newmarket Santa Claus Parade is sponsored primarily by the Town of Newmarket. However, other financial donations to help offset costs of the parade are more than welcome. The Newmarket Santa Claus Parade Committee would like to thank you for your interest in participating in this event. We look forward to your participation and a safe and enjoyable Parade.

Applications received after due date (Friday, November 4 at 4 p.m.) **will not be considered.**

Should you have any questions, please contact nmktsanta@gmail.com

Thanks again for your interest,

- 2022 Santa Claus Parade Committee

Parade Checklist

- Application form submitted by Friday, November, 4 at 4 p.m.
- Payment submitted (If applicable) Cash, Cheque or E-transfer (please put organizer name in the memo line) with application.
- Attend Safety Meeting on Thursday, November 10, 2022 at 6:45 p.m. in Council Chambers at the Municipal Office, 395 Mulock Drive, and stay for the duration of the meeting.
- Float Entry is decorated, and reflects Christmas theme.

Newmarket Santa Claus Parade Application 2022

Parade Date: Saturday, November 19 at 11 a.m.

Completed applications and fees (if applicable) must be received before **4 p.m. on Friday, November 4, 2022. Entry fee \$50 is payable by: cash OR cheque payable to Newmarket Santa Claus Parade Committee, OR e-transfer: nmksanta@gmail.com.** Please put organization name in the memo line for payments.

Registered charities that can provide a CRA Official charity status will be exempt from paying the fee.

Business/Organization: _____

Website: _____ CRA Number: _____

Contact Name: _____

Telephone:

Business/Home: _____ Cell: _____

Must provide email for correspondence: _____

Float Type (please check all that are applicable)(maximum 2 vehicles per entry)

Marching Band Truck Bus Motor Vehicle with Trailer Motorcycle
Car Walking Group Other: _____

Number of participants involved in your float: _____ (including chaperones)

Will there be music played on your float? Yes No

We will be handing out: Candy Flyer Other: _____

Please provide the total length of your float including towing vehicle in feet :

Please briefly describe your float (what will it look like? How will you follow the Christmas theme?)

Select the category in which you would like your float to be judged:

Commercial/Business

Dance/Cheer/Baton

Other Organization

*I am aware that it is compulsory that I attend or send a representative to the Safety Meeting on Thursday, November 10, 2022, at 6:45 p.m. at the Municipal Office, 395 Mulock Drive. It is highly recommended that the driver of the float also attend the safety meeting. _____ (Please initial).

If a representative does not attend the Safety Meeting, the application/float will be removed from the parade. _____ (Please initial).

I acknowledge that I have valid automobile insurance coverage for the automobile and/or float that I will be bringing to participate in the parade _____ (Please initial).

I acknowledge I have read the parade regulations and ensure our group will adhere to them. _____ (Please initial)

I acknowledge that if our group does not abide by the outlined rules and regulations that a warning letter may be issued after the parade which could result in future applications to the parade being denied. _____ (Please initial).

*Any flyers/handouts must be approved by the Committee prior to parade day. Attached is a sample of the flyer/handout we wish to distribute along the Parade route. _____ (Please initial)

Newmarket Santa Claus Parade Committee use only

Date received: _____

Entrance fee: NFP _____ Cash _____ Cheque _____ E-Transfer _____

Float Number _____