

60th Santa Claus Parade



Uxbridge Santa Claus Parade 2021 Float Registration Form

Saturday, Nov. 20th

begins at 11:00 am on Brock St. at the Arena; ends at Nelkydd Ln. at the Uxbridge Secondary School.
Entry fees waived for 2021!

Business or Organization Information

Organization/Business Name:

Main Contact Name:

Address:

Business Phone:

City/Town

Postal Code

Cell Phone:

Email:

Details About Parade Entry

Entry Category (for award purposes):

- | | |
|---|--|
| <input type="checkbox"/> Community Service/Spiritual Organization | <input type="checkbox"/> Sports Organization |
| <input type="checkbox"/> School or Youth Organization | <input type="checkbox"/> Commercial/ Business Organization |
| <input type="checkbox"/> Other _____ | |

Please describe your parade entry:

Will your entry have any of the following (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Live music | <input type="checkbox"/> Recorded Music |
| <input type="checkbox"/> Live performances | <input type="checkbox"/> Live animals (if so please specify below) |
| <input type="checkbox"/> Costumes that restrict visibility | <input type="checkbox"/> Antique Vehicles |

Please list any special needs you have regarding any items you checked above:

Length of Float (in feet):

of People on Float:

Walking Entry Only:

Check all that apply;

(Note: it is the responsibility of the registrant to ensure that the vehicle and the float/trailer/wagons used are insured and the driver of your float is appropriately licensed).

Car/SUV/Pickup

Truck

Trailer

Horse

Certificate of Insurance Information

Each entrant must provide a valid Certificate of Insurance for entry to the parade. Entrants should ask their insurance company to provide a certificate of insurance that:

- Verifies the applicant has Commercial General Liability (CGL) insurance.
- Provides a Limit of Liability of not less than \$2 million.
- Proves the effective date of the insurance covers parade date of Nov. 20th, 2021
- Names the Corporation of the Township of Uxbridge as additionally insured

The name of the insured on the Certificate must match the name of the group making the application.

Information for Parade Commentary	
This information will be read by the parade commentator during live coverage of the parade:	
Float Entry Name:	
# of Years in parade:	# of Years serving community:
Describe your organization/business:	
Describe concept/theme of your entry (if applicable):	
Provide some interesting facts regarding your organization/business:	

Paper copies of forms can be submitted the following ways:	
*Please note entries will not be confirmed until the Certificate of Insurance form is received	
Attention to the Clerks Department by: Email: info@uxbridge.ca Phone: 905-852-9181 Mail: P.O. Box 190 Uxbridge, ON, L9P1T1 Drop Box: 51 Toronto St. S., Uxbridge, ON	For more information, contact Lisha Van Nieuwenhove at: Email: lvann@thecosmos.ca Phone: (905) 852 1900 (647)-220-9173

Once we receive your parade registration form and proof of insurance you will be contacted with a confirmation. Please read the Rules and Regulations for the parade on the following pages and acknowledge that you agree to the parade entry conditions.



Paper copies of this form can be returned c/o the Clerks Department at Town Hall or digital copies can be emailed to info@uxbridge.ca. For more information please contact Town Hall at 905 852 9181.

TOWNSHIP OF UXBRIDGE SANTA CLAUS PARADE RULES AND REGULATIONS

The Uxbridge parade starts at 11:00 am. Marshalling commences at 9:30 am. Vehicles must be at the staging area by 10:30am. Parade entrants shall line up on the west side of the Centre Rd. (facing Brock Street) as close to the sidewalk as possible. Vehicles may not park on the east side of Centre Rd. as access must be maintained for through traffic and emergency vehicles. Once an entry arrives at the staging area they come under the authority of the Parade Marshall.

The Parade Marshall and Parade Committee reserve the right to refuse any entry in the parade for safety reasons or should an entry not meet a rule or regulation. Final inspection of all entries for adherence to rules and regulations will be made up to parade start.

1. Entrants must submit a completed registration form and valid proof of commercial general liability insurance, at least 3 days before the parade, acceptable to the Township of Uxbridge in an amount not less than \$2 million per occurrence with the Township of Uxbridge added as an additional insured. If the parade entrant does not have this insurance please contact cbaskin@uxbridge.ca.
2. All motorized vehicles must be driven by an adult with a valid driver's license and valid auto insurance and the adult must be licensed to drive the vehicle they are operating. It is the responsibility of each Entrant to ensure that the vehicle used is insured and the driver is appropriately licenced.
3. Ensure that your entry is mechanically sound and safe for any participating passengers. You are responsible for the safety of all participants associated with your entry.

Safety Checklist:

- Railings or handlebars must be provided for all riders who are standing.
 - All children must be sitting. There will be no exception.
 - In the event of emergency, the driver and all personnel on the floats must be able to get off the floats immediately.
 - The driver must have clear vision ahead and to the sides.
 - Generator and/or vehicle exhaust pipes must extend beyond the decorations.
 - All powered equipment shall be CSA/UL approved and in good working condition.
 - Towing vehicles must be in good mechanical condition and be properly serviced. Fire Extinguishers (ABC 10 lb. capacity minimum), safety chain and safety hitch chain are required on applicable floats. It is advisable that all entries carry a fire extinguisher.
4. Entrants will assume all liability for themselves and their participants and will defend, indemnify and hold harmless the Township of Uxbridge, Santa Claus Parade Committee, and Parade Volunteers from any and all losses, claims or actions for any property damage and/or injury allegedly or actually incurred by the Entrant, its participants or third parties relating to or arising from their involvement in the Parade or involving a unit and its vehicles or people.
 5. Drivers and passengers of vehicles equipped with seatbelts must wear the restraints.
 6. Each entry is responsible for its own material and services.
 7. Once the parade is completed all entries will move to the disembarking area and no float shall have any passengers aboard when you leave the parade.
 8. Jumping on and off floats is strictly prohibited.
 9. Children must be always supervised by an adult.
 10. COVID protocols in effect on the date of the parade will be enforced. These protocols include:
 - The organizer of each parade float or entry will be responsible for providing a list of everyone participating on each entry the day of the parade.



Paper copies of this form can be returned c/o the Clerks Department at Town Hall or digital copies can be emailed to info@uxbridge.ca. For more information please contact Town Hall at 905 852 9181.

- Each participant must complete a health self assessment prior to participating and must indicate by initialling on the participation form they are fit to participate. A self-screening tool can be found at [Coronavirus \(COVID-19\) self-assessment \(ontario.ca\)](https://www.ontario.ca/coronavirus).
- The float/entry organizer will collect and keep contact information for all float participants for a period of 30 days after the parade in case the information is required by the Department of Health for Contact Tracing.
- While preparing for the start of the parade, and during and after the parade, all participants must maintain 2M from other floats and participants, and maintain 2M from the public viewers.
- Where 2M of distance is not achievable between participants (marching or on floats), participants must wear masks accordingly.
- Each float must have hand sanitizer available for those participating on the float. Participants shall use hand sanitizer when onboarding and offboarding from the float.

General Instructions for Float Preparation:

1. No Santa Claus suits are allowed on your float. The only Santa Claus will ride on the official Santa float at the end of the parade.
2. NO OPEN FLAMES ARE ALLOWED.
3. It is desirable that all floats be decorated with seasonal decorations, including the vehicle drawing the float. Flatbeds should have decorative skirts covering the sides, to the axle height.
4. Entries should be no higher than 12 feet.
5. The capacity limit of your float is the number of people that can fit on the float based on physical distancing requirements of 2 metres of space between individuals.
6. All animals must be under the control (ie by way of a leash, harness, rope, etc.) of a person.
7. No material may be thrown from the floats.
8. All entries must conduct themselves in an orderly fashion. Marchers must walk behind the entry away from the wheels – NOT BESIDE THE WHEELS OR IN FRONT OF THE VEHICLE. All participants must be dressed in parade theme attire.
9. There will be NO STOPPING during the parade once it is underway. Marchers must be aware that stopping or slowing down to perform along the parade route seriously affects the spacing and consistency of the parade.
10. We discourage handing out of material to reduce the spread of COVID-19. If you wish to provide hand-outs please contact cbaskin@uxbridge.ca with the details. The Parade Committee reserves the right to prohibit distribution of materials that are not safe or in keeping with the family-oriented and holiday nature of the event.

On behalf of the Entrant, who is the Business or Organization named on the registration form, I, the Undersigned, have been given the authority to sign on behalf of the Entrant. I have read and agree to comply with the Township of Uxbridge Santa Claus Parade Rules and Regulations and the directions of the Parade Marshall. I further agree that the Parade Committee, Parade Volunteers and the Township of Uxbridge will not be liable for any injury to any persons and / or damage to any property in connection with the parade. I further agree to hereby grant the Parade Committee the irrevocable and unrestricted rights to publish photographs or video of this entry.

Date: _____ Signature: _____

Name: (Please print) _____



Paper copies of this form can be returned c/o the Clerks Department at Town Hall or digital copies can be emailed to info@uxbridge.ca. For more information please contact Town Hall at 905 852 9181.