

37th Annual



Grand Parade

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## **GRAND PARADE ENTRY FORM**

PARADE DATE

Saturday, July 16, 2016  
11:00 am

## **PARADE ENTRY DEADLINE**

Friday, July 8, 2016

**PLEASE NOTE THAT LATE ENTRIES WILL NOT NECESSARILY BE ACCEPTED  
AND ARE NOT COMPLETE UNTIL PAYMENT IS MADE**

Presented by:



**Parade Date: Saturday, July 16<sup>th</sup>, 2016**

**Entry Deadline: Friday, July 8<sup>th</sup>, 2016**

PLEASE NOTE: Submitting this form does not guarantee you entrance in the Grand Parade. If we have more applications than there is room to include, preference will be based upon factors such as decorated vs. non-decorated floats, etc.

**RETURN SIGNED & INITIALED FORM WITH PAYMENT  
AND PROOF OF VEHICLE INSURANCE TO:**

**Duncan-Cowichan Festival Society  
Box 154, Duncan, BC V9L 3X3  
Phone: 250-510-1258  
E-mail: [cowichansummerparade@gmail.com](mailto:cowichansummerparade@gmail.com)**

**OR DROP OFF LOCATIONS:**

- \* Letter slot at Orange caboose, next to Duncan Train Station Museum**
- \* Duncan Showroom, 133 Station Street, Duncan.**
- \* Community Farm Store, 5380 Trans-Canada Hwy, Duncan**

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PARTICIPANT

REPRESENTATIVE

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ADDRESS

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CITY

PROVINCE

POSTAL CODE

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PHONE

CELL

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E-MAIL

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Type of Entry (please circle):

- Commercial Float
- Non-Commercial Float
- Commercial Vehicle
- Non-Commercial Vehicle
- Commercial Walking Group
- Non-Commercial Walking Group

- Marching Band
- Drill/Dance Team
- Animal Entry
- Themed Entry
- Other (Please Describe):

Do you wish this entry to be judged (please circle): YES / NO

Total Length of entry including tow vehicle \_\_\_\_\_  
(very important) MUST NOT EXCEED 60 FT LONG.

Does your entry use music, either live or recorded? YES / NO

Is your entry diesel or gasoline powered? YES / NO

Number of People in Entry \_\_\_\_\_

## DUNCAN COWICHAN SUMMER FESTIVAL GRAND PARADE INDEMNITY AGREEMENT

PLEASE RETURN THIS FORM WITH YOUR PARADE ENTRY

Entrants in the Summer Festival Grand Parade, which takes place in Duncan, BC, Canada, agree(s) to waive and release any and all rights of claim for damage against Duncan-Cowichan Festival Society, City of Duncan, the Corporation of the District of North Cowichan and the Duncan Business Improvement Area Society and the sponsor or sponsors of the Summer Festival Grand Parade, for any and all injuries and damages caused to or by me. Entrant(s) understand that the Duncan-Cowichan Festival Society reserves the right to accept or refuse any entry, at their discretion.

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

Please initial where indicated on page six.  
Incomplete forms will be returned to applicants.

I HAVE AGREED TO AND INITIALED THE SAFETY REGULATIONS WHERE INDICATED:

SIGNATURE: \_\_\_\_\_

POSITION: (if entrant is a company or organization): \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE NOTE: ALL MOTORIZED VEHICLES MUST PRODUCE EVIDENCE OF INSURANCE FOR BODILY INJURY AND PROPERTY DAMAGE.** BC MOTOR VEHICLE LIABILITY INSURANCE IS ACCEPTABLE (photocopy is acceptable). Person named as representative on entry form must be present at Marshall Area and must stay with Entry.

Note: Your signature on the above indemnity agreement signifies your understanding that should an accident occur immediately prior to, during or immediately following the Grand Parade, to you or your property, you will not have the legal right to bring a claim of damage against any of the municipal or organizations listed. This also includes any of their personnel. You also understand that the Duncan-Cowichan Festival Society has the right to refuse any entry that they feel does not project the image, or adhere to the rules of our Grand Parade.

\_\_\_\_\_

## FEE SCHEDULE:

Non-Commercial (Includes non-Profits)  
\$25.00  
Decorated Commercial  
\$100.00  
Non-Decorated Commercial  
\$200.00

Amount Enclosed: \$ \_\_\_\_\_

Do you require a receipt? YES / NO

Please complete and return the following:

- ✓ Entry form
- ✓ Indemnity Agreement
- ✓ Proof of Insurance (photocopy is acceptable)
- ✓ Rules & Regulations Sheet –  
Signed & Initialed where indicated

# Summer Festival Grand Parade Rules

## Please Read Carefully

### Parade Information

1. Floats should be 75% decorated. All units must be decorated in some form **EXCEPTION:** VIP vehicles. All VIPs are required to ride in the parade. Those who do not comply may be denied entry in the parade
2. Distance between units should be no less than 50 feet, no more than 100 feet.
3. **We ask that you not** throw articles of any form or substance from parade units, including **throwing candy or using water guns** as it can cause liability issues for us.
4. While on parade, units must proceed in a FORWARD direction. Please no stopping as it affects those behind you. Those units wishing to present displays or drills, must indicate this on the entry form.
5. The PARADE MARSHALL has the authority to reject any entry which does not comply with the regulations of the SUMMER FESTIVAL GRAND PARADE.
6. The parade will commence at 11:00 a.m. at the ISLAND SAVINGS CENTRE

## Parade Instructions

### 1. MARSHALLING

Begins at 8:00 a.m. at THE ISLANDS SAVINGS  
(a.k.a. COWICHAN COMMUNITY CENTRE)

Fire trucks and VIP Vehicles: Line up on Garden Street facing NORTH.  
Floats & all other Entrants: report to any Marshaling station, positioned at the Cowichan Community Centre, on James Street.

### 2. JUDGING

9.00 a.m. Judging begins.

**All entrants must be in place by the designated time or they will not be judged.**  
Ribbons and Trophies awarded are presented prior to parade.

### **3. DISPERSAL**

All units are required to disperse in the designated area, with the exception of emergency vehicles.

## **Summer Festival Grand Parade Safety Regulations**

The following requirements are a must for a safer parade:

#### **VISIBILITY**

Good visibility for the driver, allowing the driver a minimum of 180 degree vision.

#### **COMMUNICATION**

Good communication system between the driver and person on float.

#### **LICENSING**

Drivers **MUST** have a valid driver's license and be a competent float driver.

#### **IMPAIRED DRIVERS**

Drivers suspected of being impaired will not be allowed in the parade.

#### **EXHAUST SYSTEMS**

Muffler must be clear of running gear.

Exhaust pipe suitably protected where it passes near any decorations.

#### **FIRE EXTINGUISHER**

Must be carried on all floats.

#### **DECORATIONS**

Must be fire retardant.

Open flame displays are prohibited.

#### **SAFETY**

Seat belts must be worn by persons seated or standing on units.

All people on float, including driver, must have an easily accessible disembarking route.

#### **SIZE**

Size includes all components including car, truck, trailer, tractor, and all decorations.

Maximum length - 60 ft.

Maximum width - 14 ft.

Maximum height - 16 ft.

#### **ANIMAL UNITS**

Must provide proof of insurance & a decorated CLEAN-UP unit following.

#### **DEMO UNITS (dance, athletic team, etc.)**

All demos or performances must keep in line with the flow of the Parade.

No stopping for demos or performances please.

Please read and initial

"I understand and agree that our entry will not stop for demos or performances. All demos or performances must move forward at the same rate as the parade.

INITIAL HERE: \_\_\_\_\_

#### THROWING ARTICLES

Throwing articles of any form or substance from parade units is strictly prohibited, water guns are not allowed either for parade participants or viewing public.

Please read and initial

"In the interests of safety, I agree that no one from our parade entry will throw or project any items whatsoever from our parade float or entry.

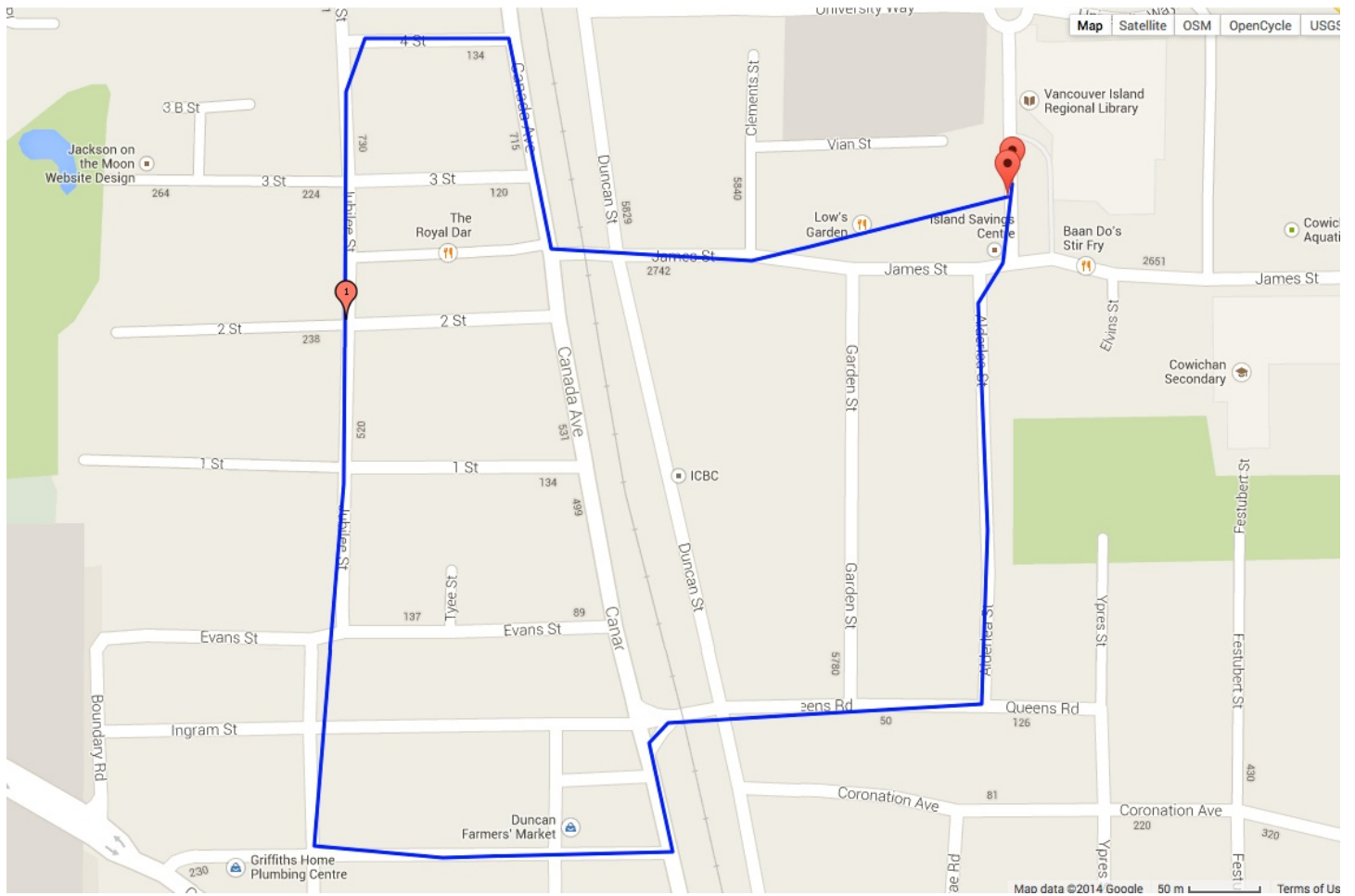
INITIAL HERE: \_\_\_\_\_

#### PARADE MARSHALLS

The Parade Marshall or their delegate has the authority to remove from the Parade route any entry which does not conform to any rule or regulation or orders from a Parade Official or Police Officer at the assembly area or on the Parade route, either at the assembly area or on the Parade route.

*WE REALLY LOOK FORWARD TO SEEING YOU!*

**REMINDER \*\*\* *Have you included a copy of the required vehicle insurance with this entry? Providing it as soon as possible will ensure entry registration is completed on time.***



*Parade route is just under 2 kms. We strongly recommend that every entry bring adequate sunscreen, hats, water and any other supplies they might require to keep all participants safe and hydrated in the potential summer heat.*

*A water station and bathrooms are available at the Marshaling area at Island Savings Center building.*

*All entrants will be emailed a number/marshaling area for that particular vehicle. We ask that you have it ready upon arrival to help traffic volunteers direct everyone to their placement.*

*Thank you for helping make this event a fun day for  
Everyone!*