



Rick Dagg



Roblyn Hunter

Grae Dickason

NANAIMO HERITAGE DAYS PARADE CRITICAL DATES

Parade: Sunday, May 21st | **Marshalling:** 11:00am - 12:00pm | **Parade:** 1:00pm - 2:00pm (approx.)

Registration deadline: The Entry Form (overleaf) must be received by Friday, May 5th at 6:00pm.

Please submit your entry form either by print or email to:

NANAIMO NORTH

Nanaimo Elements Spa

4551 Uplands Drive

(250) 585-8768

NANAIMO SOUTH

Flying Fish

180 Commercial Street

(250) 754-2104

EMAIL

Send your form in by email to:

parade@nanaimoheritage.org

Need some help with your entry form? Contact one of our Parade Coordinators:

Amanda Orum (778) 971-6610

Norm Smith (250) 756-1245

We'd love to hear from you! How to reach us:

info@nanaimoheritage.org

[nanaimoheritage.org](https://twitter.com/nanaimoheritage.org)

facebook.com/nanaimoheritagedays

Peter Urquhart, Event Coordinator (250) 667-4088



Sunday, May 21st, 2017

LET'S TELL THE STORY OF NANAIMO'S HERITAGE,
FROM OUR FIRST NATIONS PEOPLE, TO OUR COAL AND
NATURAL RESOURCES, TO THE RAILROAD AND
MARINE TRANSPORTATION, TO THE PRESENT DAY.

PARTICIPATING IN THE NANAIMO HERITAGE DAY PARADE IS FUN AND EASY! TELL YOUR STORY RELATED TO NANAIMO'S PAST, PRESENT OR FUTURE; AND, USE YOUR IMAGINATION TO SHOWCASE YOUR PEOPLE, ORGANIZATION OR BUSINESS!

PRE-PARADE REQUIREMENTS: ALL ENTRIES must be approved by the Parade Committee. All entries must be entered on an official entry form. The Parade Committee will not approve any units depicting any political or social issues of a controversial nature. Any non-decorated cars, other than that designated by the Parade Committee, will not be permitted. The Committee may break up entries with line up length of over 150 feet. Entries longer than their entry form declaration will not be permitted. The Parade Committee's decision regarding all entrants is final. **INSURANCE:** All motorized units, mobile floats & animal entries must have insurance for bodily injury & property damage liability with combined single limits of \$2 million, & provide evidence of it as requested. Copyright fees are responsibility of the performers.

PARADE DAY: ALL ENTRIES MUST PASS THROUGH THE CHECK-IN, in order to receive their allocated positions and entry numbers. Position numbers will be marked on the street. All units must be in position ONE hour before the parade. **The ENTRY NUMBER** supplied to each entry must appear on the front of the lead vehicle, person, banner, etc. so that the Parade Officials and Commentators can easily identify each entry. Any entries that have not submitted their entry form but show up at the parade check-in are ineligible for consideration of incentives and the Parade Marshall on the day has the sole discretion to approve or reject participation. **DURING THE PARADE.** No littering please. Entries must maintain a spacing of no less than 40 feet (2 cars) and no more than 80 feet (4 cars) behind the preceding entry, and regulate their speed accordingly. Parade Officials stationed along the route have the authority to regulate spacing and take care of problems that may develop. Cooperation is absolutely essential or your entry will be removed from the parade. If the parade is to be televised, there must not be any breaks or bunching up. Entrants shall be responsible for removing their floats after the parade, subject to the direction of the RCMP and/or Parade Officials. The Canadian Flag shall be dominant, on the right or the center. **NO MATERIAL MAY BE HANDED OUT DURING THE PARADE.** This includes any candy, gifts, merchandise, literature etc. This is due to the great danger of children being hurt around moving vehicles and the persistent lack of understanding by entries of the danger. Vendors during the parade shall restrict their movements to the sidewalk and not enter the street. Failure to adhere to these rules is ample cause for immediate ejection from the parade and possible entry denial to future parades. Alcoholic beverages and other incapacitating substances are forbidden on any vehicle or on the person of any participant. Consuming substances during the parade is ample cause for immediate ejection.

FLOAT INFORMATION & TIPS: All components (including towing vehicles, cars, trucks or tractors) **MUST BE DECORATED.** Floats must be of proper construction to allow no chance of breakdown during the parade, have good brakes and provide 180degree driver vision. Someone capable of driving the unit must attend the float at all times while in the assembly area. You must carry a fire extinguisher (dry chemical, at least 5 lb.) Exhaust pipes must be protected where they pass near any decorations. Portable generators must be securely mounted and ventilated. Fireproof insulation must separate a generator and any other heat source from combustible decorative material. The fire department may conduct inspections on the morning of the parade. All participants on floats must wear quick release safety belts or have strong handholds. **MOTORIZED ENTRIES, BANDS, MARCHING UNITS, DRILL TEAMS, ANIMAL AND COMIC ENTRIES:** All units must maintain **FORWARD MOTION** throughout the parade, even during stunts. Routines that delay the progress of the parade or create gaps are not permitted. Teams are not allowed to delegate a rear guard to stop and hold up the parade while the team performs its formations. Teams are asked to use their skill to perform in a minimum of space and not expand the amount of space used as the parade progresses. All participants must be appropriately attired. **ANIMAL (Horses, Dogs, etc) ENTRIES:** No unit will be accepted without a decorated clean-up unit following. All participants must be appropriately attired. Horses must be properly trimmed and shod. The Parade Committee reserves the right to bar from the parade at any time, any animal or handler (rider etc) deemed unsafe to others. All animals & horses must be under the control of their handlers at all times. Animal units must be in position with a CLEAN UP UNIT. **COMIC ENTRIES** must report to the check-in before the parade.

NANAIMO HERITAGE DAYS PARADE OFFICIAL ENTRY FORM

Please **print** clearly and fill out the entire form. Add details as needed.

Name of entry/band entry's publicity name:

Address:

City:

Province:

Postal Code:

Length of entry (in feet):

Will entry have **music**?

No

Yes

Recorded:

Live:

Name of person in charge of entry/band:

Phone: () -

Email:

Total # of persons in entry/band:

Director (Band or Drill Team):

Key personnel (Drum Major, etc.):

Description of Entry: (theme, colour, style, participants, etc.) Please add additional information pages that may assist us in promoting your entry and describing the parade unit for organizational and media purposes.

I/We the undersigned person, organization, business, or officer, of the above noted entrant in the Nanaimo Heritage Days Parade, certify that I/we have read and understand the attached Official Parade Rules and Requirements and that our entry will comply with them.

I/We accept full responsibility for the actions of the person(s) or group(s) involved with our entry in the parade. I/We release from any and all liability, and waive all claims against the City of Nanaimo, the Friends of Heritage Society, and their staff, members, associates, volunteers, or any official or third party acting on their behalf, resulting from any loss, damage, injury, or other expense resulting from our participation in the Parade due to any cause whatsoever, including negligence; and hold harmless and indemnify them from any and all liability for property or personal damage or injury to any third party caused by my/our participation in the Parade. This release shall be effective and binding on the heirs, next-of-kin, executors, administrators, and assigns in the event of the death of me/us or the participants representing me/us.

Signature of applicant :

Title:

Date:

