

Description

This City of Grande Prairie ("City") would like to invite qualified persons to participate in the 2024 Canada Day Parade ("Parade"). Participating companies, organizations, and groups ("Participants") may create floats ("each an "Parade Entry" and collectively, the "Parade Entries") that will travel along the Parade Route included at the end of this application.

The Parade will take place on **Monday, July 1, 2024** beginning at 2:00 p.m. Participants will be informed of an arrival time closer to the day of the Parade. Judging will occur immediately prior to the Parade. All Entries must be completely set up and ready for judging **no later than 12:45 p.m., or risk disqualification.**

Fees and Timelines

- **Non-Profit Fee:** No Fee
- **Profit Fee:** \$52.50 per Parade Entry
- As per the Fees, Rates and Charges Bylaw ([Bylaw C-1395](#)).

Submission Information

- Participants must apply. Applications must be submitted electronically to events@cityofgp.com or by mail* to:

Canada Day Parade C/O Events & Entertainment
City of Grande Prairie
PO Bag 4000
Grande Prairie AB, T8V 6V3

- Applications, including all required documents, must be received by **Friday, June 7, 2024 at 4:30 p.m.** Late or incomplete applications will not be considered for the Parade.

*Allow for two (2) business days for mail delivery of your application to the City.

Questions

If you have any questions, please call 780-357-8710 or send an email to events@cityofgp.com.

FOIP Act Policy

Any personal information collected is authorized under Section 33© of the Freedom of Information and Protection of Privacy Act, RSA 2000, chapter F-25 ("FOIP Act"), as amended from time to time, for the purpose of participating in the Canada Day Parade 2024. The personal information will not be used or disclosed for other purposes, unless permitted by FOIP Act. If you have any questions about the collection or use of your personal information, contact the Event Coordinator at events@cityofgp.com.

Section 1: Applicant Information

Company / Organization Name:	
Contact Person:	Email Address:
Phone:	Alternate Phone:
Email:	
Mailing Address:	
On-Site Parade Contact (if different):	On-Site Parade Contact Phone:

Section 2: Parade Entry Details

Please Indicate the Type of Parade Entry:
 (**Note:** All Parade Entries are limited to either one pick-up with trailer OR one semi-truck with trailer OR two single vehicles OR two wagons. There is no limit to walkers or individual animals.)

Horse / Animal
 Horse & Wagon
 Marching Band
 Pick-Up & Trailer
 Semi-Truck & Trailer
 Single Vehicle
 Walkers
 Other (Please specify):

Does your parade entry include playing or performing music?
 (**Note:** The City of Grande Prairie submits Entandem fees under Tariff 5D for approved Participants)

No
 Yes (Please specify):

What is the total estimated length/space required for your Parade Entry (ft/m)?

Please indicate anything else that will be included in your Parade Entry:

Section 3: Parade Judging

The theme for the 2024 Canada Day event is Coast to Coast: highlighting Canada's diverse landscapes, from the Atlantic to the Pacific and up to the Arctic. Floats can represent iconic landmarks, wildlife, and regional cultures, offering a tour of our country. Integration of this year's theme into parade floats will influence Parade Judging.

Best Costumes Best Homemade Most Child-Friendly Coast to Coast

Parade Entry numbers and organization names must be visible in order to qualify for judging. All Parade Entries are considered for the Parade Marshal Award for Best Overall Float.

(**Note:** All entries must be appropriately decorated to represent Canada Day. Pure commercial advertising is not permitted.)

Section 4: Insurance

The City of Grande Prairie requires each Participant to obtain and show proof of **\$2 MILLION general liability insurance** for each Parade Entry. The Insurance policy shall name, as additional insured, the City, as their respective interests may appear. The policy shall contain a waiver of subrogation rights against the City. Participant that utilize motorized vehicles to move or set up Parade Entries, or as part of the Parade Entry, must also obtain and include proof of vehicle insurance. **This is non-negotiable.** A Certificate of Insurance must be provided in the amount of not less than \$2 MILLION general liability insurance, as well as proper automobile insurance coverage. **Please note that a pink card does not evidence proper insurance.** Contact your insurance provider for further information.

The City accepts no liability whatsoever for any Participant, Parade Entry or for the Parade itself. Participants are solely responsible for obtaining appropriate insurance with respect to all risks, including risk of injury, theft, loss, property damage or other liability which might occur.

Section 5: Signature Fields

By signing below, you agree that the Parade Entry outlined above is accurate and reflective of your intended Parade Entry for the 2024 Canada Day Parade. By signing below, you agree to comply with all applicable law in respect of the Parade and to comply with any directions provided by the City in writing.

Applicant Full Name:

Applicant Signature:

Date:

Section 6: Rules and Regulations

1. Parade Communication

- Participants will be contacted **by email** on or before **Friday, June 21, 2024** with a Parade Entry number, arrival time, staging location and other applicable information.

2. Parade Arrival and Staging

- The Parade staging site will be located in Hillside. **Participants must arrive at their designated arrival time and staging location or risk disqualification. Refunds will not be provided to disqualified Participants.**
- All Parade Entries must be completely set up no later than **12:45 p.m. at the Parade staging location.** Parade marshals will be on-site to guide Participants to their staging locations and answer any questions.
- The Parade will begin at **2:00 p.m.** Parade Entries will be guided from the Parade staging site to the Parade Route by the Parade marshals.

3. Parade Route

- The Parade Route is 3.3 km, taking approximately 1.5 hours of continuous travel. The Parade Route begins in Hillside on 100 Avenue and 94 Street and ends at the Northwestern Polytechnic Parking Lot A. See the end of this application for the Parade Route map.

4. Candy

- Candy must not be thrown from Parade Entries, including vehicles and wagons.

5. Weather

- The Parade proceeds **rain or shine.** Wear appropriate clothing and footwear for the weather. This may include sunscreen, hats, bug spray and water. In the event of extreme weather, or other conditions outside of the City of Grande Prairie's reasonable control, including thunderstorms or severe winds, the Parade may be cancelled.

6. Animals

- The City of Grande Prairie has a **zero-tolerance policy** regarding animal abuse. Any Participants found abusing an animal will be removed from the Parade immediately and law enforcement may be contacted as appropriate. All animals shall be in good health and sound condition. All Participants shall exhibit proper disposition and control of all animals in a parade environment, without assistance. All animals must be covered under the Participant's Insurance Policy.

Section 6: Rules and Regulations (Continued)

7. Participant Safety

- Alcoholic beverages, the use of cannabis or prohibited drugs and smoking or vaping during the Parade is strictly prohibited. Improper use and/ or public intoxication is not permitted and law enforcement may be contacted as appropriate.
- Appropriate supervision must be provided for any children participating.
- Walking Participants should remain a minimum of five (5) feet away from accompanying Parade Entry at all times. Participants must not mount/dismount/enter/exit a Parade Entry, including vehicles, for the duration of the Parade.

8. Vehicle & Driver Safety

- Vehicles must be in good mechanical condition & properly serviced prior to the Parade. Hitches on tow vehicles, wagons and carriages must be in good repair and equipped with safety chains.
- All vehicles must be operated by a driver with a valid Driver's License, registration and proof of insurance on their person. Drivers must have clear 180-degree view of road to the front and sides of the vehicle. Proof of Driver's License may be requested. Seatbelts are not required **during** the Parade; however, they are required before the parade and as soon as the Parade is over. Drivers must have an emergency exit available from any vehicles. The use of hand-held communication devices is forbidden by drivers while on Parade Route or during the Parade.
- Please note that the 2024 Canada Day Parade Route is not a designated truck route. It is recommended that drivers familiarize themselves with the Parade Route prior to the Parade date to ensure all vehicles and/or equipment can safely navigate the Parade Route.

9. Content Guidelines

- Music and Participant attire must be appropriate to a family audience.
- The brandishing or firing of firearms, fireworks and/or open flames are strictly prohibited including blanks, cap guns, etc.
- Parade Entries must be constructed with sturdy materials with all components fastened to the frame or deck.
- Parade Entries must be at least 75% decorated or risk disqualification.
- Parade Entries must not exceed a maximum height of 12 feet and a maximum length of 40 feet including towing vehicles. Any railings must be a minimum of 36 inches high with top and intermediate railings.

Section 6: Rules and Regulations (Continued)

10. Entry Conduct

- The City of Grande Prairie has a zero-tolerance policy for abuse of staff, volunteers, and other Parade Participants or attendees. Participants must remain in Parade formation and not slow from the Parade pace for photo opportunities or media interviews.

11. Photography / Videography

- Please be advised that both media and the general public may be taking photos throughout the Parade of Participants and their Parade Entries. These photographs may be used for promotional reasons. All individual Participants must fill out the included **Photo and Video Release Form**. All completed forms are to be returned via email to events@cityofgp.com or in person at the Parade. Participants who do not wish to be photographed can contact the event organizer at 780-357-8710.

Section 7: Agreement

- By signing below, you agree that you have read, understood, and agree to abide by the 2024 Canada Day Parade Rules and Regulations and comply with all Government Regulations, safety codes, manufacturer’s recommendations, and similar standards.
- The City of Grande Prairie assumes no responsibility in connection with and makes no representation as to safety of any Parade Entry or Participant, in whole or in part. Failure to comply with any requirement herein may result in immediate removal from the Parade, disqualification or other legal action.

Applicant Full Name			
Applicant Signature		Date	

Section 8: General Liability Release and Indemnity

I / We,

for and in consideration of registering _____ (the "Participant")

to the 2024 Canada Day Parade (the "Parade"), do hereby WAIVE, RELEASE and FOREVER DISCHARGE the City of Grande Prairie, their elected officials, employees, contractors, volunteers, successors and assigns and any and all persons, firms or corporations liable or who might be claimed to be liable, whether or not herein named (the "Releasees"), from all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage or injury that may be sustained by the Participant while participating in the Parade, or while travelling to or from the Parade, regardless of whether such loss or damage is caused by the negligence of the Releasees, or otherwise, and regardless of whether such liability arises in tort, contract, strict liability, or otherwise, to the fullest extent allowed by law.

I further hereby agree to FULLY INDEMNIFY, DEFEND and HOLD HARMLESS the Releasees from and against all claims, demands, suits, actions, damages, liabilities, losses, settlements, costs and expenses (including but not limited to reasonable legal fees on a solicitor-client basis), whether or not involving the Participant or a third party claim, which arise out of, or are in any way related to programs, negligent or intentional acts, negligent conduct, or omissions occurring in relation to the Participant participating in the Parade or in relation to the Participant travelling to or from the Parade activities.

It is my express intent that this General Liability Release and Indemnity shall bind the members of my family, spouse, my heirs, assigns and personal representative, and shall be deemed as a RELEASE, WAIVER, DISCHARGE and COVENANT NOT TO SUE the above named Releasees and to FULLY INDEMNIFY the Releasees as stated above. In signing this form, I acknowledge and represent that I have read the foregoing General Liability Release and Indemnity Agreement, understand it and sign it voluntarily as my own free act and deed; no representations, statements or inducement has been made; I am at least eighteen (18) years of age and fully competent; and I execute this form for full, adequate and complete consideration fully intending to be bound by same.

In witness whereof, I have signed this General Liability Release and Indemnity Agreement under seal on this

_____ day of _____, 20____.

Participant's Signature	Date
Participant's Signature	Date
Participant's Signature	Date

Event Information

Event:

Event Date:

Contact Information

Name:

Address:

City:

Province:

Postal Code:

Phone:

Email:

I hereby grant permission to the City of Grande Prairie and its agents to:

- Record my name, likeness, image, voice, interview, performance and testimonial as captured by the photographer or videographer on the date listed below.
- The rights of my image and testimonial, in video or still photography, and of the likeness and sound of my voice as recorded on audio or videotape without payment or other consideration.
- I understand that my image, in video or still photography, may be edited, copies altered, exhibited, modified, published, distributed, or combined with other content and waive the right to inspect or approve the finished product wherein my likeness appears and that I will not receive notification prior to the content's use.
- I understand that video or still photography of me may be used for print publications, displays, advertisements or media distribution and digital formats such as websites, social media, broadcasts and exhibitions for promotion, publicity, advertising or art created by / for the City of Grande Prairie, electronic direct mail or any such communication.
- I agree that I have no rights to the content and the City of Grande Prairie shall retain final editorial, artistic and technical control of all content, without limitation. I acknowledge that I will receive no compensation or royalties should any of my personal imagery be used for any purpose. I will be consulted about the use of my photographs or video recordings for any purpose other than those listed above.
- There is no time limit on the validity of this release nor is there any geographic limitation on where these materials may be distributed.
- By signing this release, I acknowledge that I have completely read and fully understand the above release and agree to be bound thereby. The City of Grande Prairie and its agents will be discharged from / against any claims, damages or liability arising from or related to use of this material.

I hereby grant permission to the City of Grande Prairie and its agents to: (Continued)

- I am at least 18 years of age and have the full legal capacity to execute this release. I have read this document and I fully understand the contents, meaning and impact of this consent form.

If under 18 years of age: Parent or Guardian Consent

I represent and warrant that I am the parent or legal guardian of _____ (full name of minor) who is a minor and that I am entitled and authorized to sign this release and grant full rights to the City of Grande Prairie. I have read, understood and agreed to the foregoing.

Signature:

Signature Date:

Notice of Collection

This information is being collected under the Authority of Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act, RSA 2000, c. F-25, as amended from time to time, and may be used for the administration of City of Grande Prairie programs including publicity materials. Your personal information is protected by the privacy provisions of the FOIP Act. If you have any questions about the collection, use and disclosure of your personal information, contact the Event Coordinator at events@cityofgp.com.

Office Use Only

Filed & Completed Date

Department Authority

Title(s) / Filename(s)

of Images / Clips

Subject Matter (Description)