

## Description

The City of Grande Prairie ("City") **2026 Canada Day Parade** is taking place on **July 1, 2026** ("Event"). Persons interested in entering the procession of the Canada Day Parade in a decorated vehicle (a "Float"), on foot, on horseback, or by any other means of travel, are required to complete this Application Form ("Application"). 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 C. See the end of this application for the Parade Route map.

Submitting this Application does not guarantee that you will be approved. This Application is for the Canada Day Parade only. Persons seeking to have a booth at the Canada Day Event in Muskoseepi Park must submit a separate Application Form. Applications will be considered on a first come first serve basis and will be reviewed based on suitability and compliance with requirements. Staging locations and arrival times will be provided by email closer to the date of the Event.

Applications must be based on planned Canada Day or cultural themed activities appropriate for a family audience. Pure commercial advertising is not permitted, although sponsor recognition may be acceptable, subject to City prior approval. An approved Applicant with a Float will be required to pay a **Parade Float Fee of \$57.75 (including GST)** to the City not less than **seven (7)** prior to the Event, unless the approved Applicant is a registered non-profit organization, in which case there is no Parade Float Fee.

All approved Applicants will be contacted by email on or before **Friday, June 19, 2026** with a Parade Entry number, arrival time, staging location and other applicable information. All assigned staging locations and instructions are final. Approved Applicants must be completely set up and ready at the staging area by the time indicated by the City or else risk being refused entry.

## Submission Information

- Complete applications and any additional required documents may be submitted electronically to [events@cityofgp.com](mailto:events@cityofgp.com) or by mail\* to:

Canada Day 2026  
c/o the City of Grande Prairie – Events & Programming  
PO Bag 4000  
Grande Prairie AB, T8V 6V3

\*Allow for 5 business days for mail delivery.

- All applications must be received by **Friday, June 12, 2026, at 4:30 p.m.** Incomplete, unsigned or late applications will not be considered.
- If you have any questions, please call **780-357-8710** or send an email to [events@cityofgp.com](mailto:events@cityofgp.com).

## Privacy Statement

The personal information collected herein is authorized under section 33(c) of the Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25, as amended or replaced from time to time. The information is used to administer the 2026 Canada Day Parade. If you have any questions about the collection, use or disclosure of your personal information, please contact the Event Coordinator at [events@cityofgp.com](mailto:events@cityofgp.com).

**Section 1: Applicant Information**

Legal Name of Applicant/Organization:

---

Contact Person (if different from Applicant):

---

Email Address:

---

Phone Number: Alternate Phone Number:

---

Mailing Address:

---

On-Site Contact (if different than Applicant):

---

On-Site Contact Phone Number (if different):

---

**Section 2: Description of Applicant's Parade Entry**

Please indicate the type of Canada Day Parade entry you wish to have ("Parade Entry"). Select all that apply.  
**Note:** restrictions may apply

Horse / Animal Group\*       Horse & Wagon       Marching Band

---

Pick-Up & Trailer       Semi-Truck & Trailer       Single Vehicle (Car, Truck, etc.)

---

Walkers/Marching Group       Other (Please specify):

---

\* Subject to prior City approval & rules in Section 5)

Does your Parade Entry include playing or performing music?  
 (**Note:** The City may handle applicable music licensing fees like Entandem Tariff 5D for approved Applicants)

No       Yes (Please specify):

What is the total estimated length/space required for your Parade Entry (including tow vehicles)?

feet       meters

## Section 2: Description of Applicant's Parade Entry (Continued)

What messaging, images or displays do you intend to have on your Parade Entry?

Please note that the purpose, overall theme, and intended expression of the Event, as established by City Council, is to unite the community in a vibrant celebration of Canada Day, showcasing national pride. As a result, messaging, images or displays which are inconsistent with this intended expression may be refused, and a person may have their approval to participate suspended or revoked if they contravene this requirement. Please also note that pure commercial advertising is not permitted, although City reserves the right to allow sponsors of the Event to receive various forms of recognition.

## Section 3: Additional Required Forms

Please include the following with this application:

A copy of your Non-Profit Certificate (if applicable)

A copy of your Business License (if applicable)

## Section 4: Event Rules and Participation Agreement

**By signing this application, you, the Applicant, agree to the following terms and conditions for participating in the Event:**

### 1. Application Approval & Compliance

If your application is approved, the City may include specific conditions within your approval. You must follow all conditions of approval, or your approval may be suspended or revoked. You must comply with all applicable laws (federal, provincial, and municipal bylaws), regulations, and any instructions given by City staff, officials, the **City of Grande Prairie Parade Marshal**, or their designates regarding staging, route, conduct, and dispersal. The Event is scheduled to proceed rain or shine. However, the City reserves the right, in its sole discretion, to delay, modify, or cancel the Event in the event of extreme weather conditions (such as thunderstorms, high winds, or other conditions) deemed to pose a safety risk. The City is not liable for any costs or losses incurred by the Applicant due to such weather-related decisions.

### Section 4: Event Rules and Participation Agreement (Continued)

#### 2. Insurance Requirements

- **Commercial General Liability (CGL):** You must obtain and maintain Commercial General Liability insurance with a minimum limit of \$2,000,000 per occurrence. This insurance must cover the entire Event period, including staging, the route, and dispersal.
- **Automobile Liability:** If any vehicles (including tow vehicles, floats, cars, trucks, wagons) are used by the Applicant, its employees, volunteers, or agents as part of the Parade Entry or for setup/takedown related to the Event, the Applicant must possess and provide proof of valid Automobile Liability insurance with a minimum limit of \$2,000,000.
- **General Requirements:** You must provide the City with Certificate(s) of Insurance proving the required coverages above by not later than 30 days prior to the Event. The Certificate(s) of Insurance must name the "City of Grande Prairie" as an Additional Insured. Your insurance policy(ies) must include a "waiver of subrogation" clause, meaning your insurer agrees not to seek recovery from the City for any claims it pays out related to your participation.
- **Note:** Standard vehicle pink cards are generally insufficient proof of the required coverage and endorsements. Please consult your insurance provider.

#### 3. Licenses & Permits

You are responsible for obtaining any necessary licenses or permits for your specific activities (e.g., a City Business License if applicable) and providing copies to the City upon request or with this application if applicable.

#### 4. Parade Entry Operation & Safety

- **Equipment & Construction Responsibility:** You are responsible for supplying all necessary and safe equipment, materials, and construction for your Parade Entry. Parade Entries must be constructed with sturdy materials suitable for movement, with all components securely fastened.
- **Decorative Materials Fire Safety:**
  - All decorative materials used on your Parade Entry (e.g., drapes, signs, banners, float materials) must be inherently non-flammable or treated to be flame-retardant (meeting CAN/ULC-S109 or NFPA 705 field test standards). Untreated combustible materials may be restricted if deemed a fire hazard by the City or Parade Marshall. All decorative materials used in your booth (e.g., drapes, signs, banners, tablecloths, backdrops) must be inherently non-flammable or treated to be flame-retardant (meeting CAN/ULC-S109 or NFPA 705 field test standards).
  - **Prohibited Materials:** Untreated plastics (like plastic sheeting, tarps, oilcloth), cardboard, or foam products used as decoration may be prohibited at any time if deemed a fire hazard. The City may, but shall not have the duty to, conduct on-site testing of any materials. You must remove any non-compliant materials immediately.

### Section 4: Event Rules and Participation Agreement (Continued)

#### ■ **Electrical Safety:**

- All electrical equipment (lights, sound systems, devices, power bars) must be certified by a recognized Canadian authority (e.g., CSA, ULC listed) and be in good condition (no damage, fraying, or improper modifications). Homemade or non-compliant electrical items are strictly prohibited.
- Use only heavy-duty, outdoor-rated, three-prong (grounded) extension cords appropriate for the electrical load. Ensure cords are secured and do not create hazards.
- Maintain adequate clearance (at least 1 meter recommended) between heat sources like lights and any combustible materials.

#### ■ **Other Safety & Compliance:**

- Parade Entries must not exceed a maximum height of 12 feet unless specific prior written approval is obtained from the City. Any railings used for participants on floats must be sturdy and meet appropriate safety standards (e.g., minimum 36 inches high with intermediate rails if applicable).
- Due to tight turning conditions along the parade route, particularly at 108 Avenue & 96 Street and 96 Street & 100 Avenue, all participating vehicles must be capable of completing right-angle turns without mounting curbs or encroaching onto sidewalks. Vehicles should not exceed 45 feet in total length.
- Your Parade Entry setup and operation must not obstruct designated routes, staging areas, or access to emergency services or equipment. Maintain awareness of your surroundings.
- You must operate your Parade Entry safely and comply with all applicable health and safety regulations, including Alberta's Occupational Health and Safety Act, particularly concerning volunteers and participants.
- No Throwing Items: Throwing candy or any other items from Parade Entries (including vehicles, floats, or wagons) is strictly prohibited for safety reasons. Items may be handed out by walkers accompanying the entry at the curbside only if deemed safe and permitted by the City/Parade Marshall.
- Safety: Persons riding on Floats or vehicles must remain safely aboard and seated/secured appropriately. Mounting, dismounting, entering, or exiting moving Parade Entries during the Event is strictly prohibited. Walkers: Walking participants must maintain a safe distance (minimum 5 feet) from moving vehicles or floats within their own entry group and adjacent entries.
- Child Supervision: Appropriate adult supervision must be provided for any children participating in a Parade Entry.

#### ■ **Inspections & Enforcement:**

- The City or Parade Marshall may inspect Parade Entries before and during the Event to ensure compliance with these safety requirements.
- You must comply immediately with any directions given by the City or Parade Marshall regarding safety. Failure to comply may result in the required removal of materials, modification of the entry, or removal from the Event without refund.

## Section 4: Event Rules and Participation Agreement (Continued)

### 5. Conduct & Content

- **Conduct:** You must promote your organization or activities positively and respectfully towards the City, the public, volunteers, and other participants. Abusive, threatening, or disrespectful behaviour directed towards City staff, volunteers, other participants, or the public will not be tolerated. Any such conduct by the Applicant or its representatives may result in immediate removal from the Event without refund and potential future disqualification. Participants must remain in Parade formation and maintain the designated pace, not stopping for unauthorized photos or interviews.
- **Prohibited Items & Activities:** Selling, distributing, possessing, or consuming any alcohol, cannabis products (including edibles), illegal substances, smoking or vaping products, or weapons is strictly forbidden by any participant associated with your Parade Entry during staging, along the Parade route, and during dispersal. Open flames and the firing of any type of firearm (including blanks, cap guns, etc.) are strictly prohibited.
- **Content:** Music, images, displays, messaging, and participant attire must be appropriate for a family audience. Parade Entries must be decorated appropriately for the Canada Day theme.
- **Animals:** Animals are generally discouraged unless part of a specific, pre-approved entry (e.g., equestrian group). If the Applicant intends to have animals as part of their Parade Entry, specific prior written approval from the City is required. If approved, the Applicant must ensure:
  - Compliance with all applicable bylaws and animal welfare legislation.
  - Animals are healthy, properly supervised, controlled (e.g., leashed, harnessed), and suited for a noisy public parade environment.
  - Animals are covered under the Applicant's required insurance policy(ies).
  - A zero-tolerance policy for any form of animal mistreatment is enforced. Any participant found abusing an animal will be immediately removed from the Event, and law enforcement may be contacted. v. Adequate provisions for water and cleanup are made. The City reserves the right to require the removal of any animal deemed unsafe, unhealthy, mistreated, or disruptive.

### 6. Vehicle Requirements & Safety

(Applies to all vehicles used in relation to the Parade Entry)

- **Condition:** Vehicles must be in good mechanical condition and properly serviced prior to the Event. Hitches on tow vehicles, wagons, and carriages must be in good repair and equipped with appropriate safety chains.
- **Driver:** All vehicles must be operated by a driver possessing a valid Driver's License appropriate for the vehicle being operated. The driver must have the license on their person during the Event. Proof may be requested. Drivers must have a clear 180-degree view. Spotters may be required for larger vehicles or where visibility is limited.

## Section 4: Event Rules and Participation Agreement (Continued)

- **Operation:** The use of hand-held communication devices by drivers while operating a vehicle in the Parade staging area or on the Parade route is forbidden. Drivers should familiarize themselves with the Parade route beforehand. Seatbelts are required whenever the vehicle is operating outside the immediate low-speed Parade procession.
- **Damages:** You are financially responsible for repairing any damage caused by you, your staff, volunteers, agents, or your Parade Entry (including vehicles) to public or private property, City equipment, facilities, turf, irrigation systems, or any other assets along the staging area, Parade route, or dispersal area.
- **Required Float Decoration:** at least 75% of the front, back and sides of the Float or other motor vehicle must be decorated in Canada Day-themed decorations.
- **Emergency Exit:** Drivers and passengers must have an emergency exit available from any vehicle at all times.

## 7. Photography & Media

Be aware that media representatives and the general public may take photographs or videos throughout the Event, which might include your Parade Entry, activities, staff, or volunteers. You must complete the attached Photography & Video Release Form. By signing the Photography & Video Release Form attached to this application, the Applicant confirms it has the authority to grant the release on behalf of the organization/entity. The Applicant is further responsible for informing all its participating employees, volunteers, and agents about the potential for photography/videography by the City, media, and the public at the Event, and for obtaining any necessary internal consents from those individuals consistent with the terms of the Release Form. The City may request individuals sign separate releases if deemed necessary. Applicants who do not wish to be photographed can contact the City at 780-357-8710 not less than 30 days prior to the Event to discuss.

## 8. Release, Waiver and Indemnity

In consideration for being permitted to participate in the Event, the Applicant, on behalf of itself and its employees, contractors, volunteers, agents, successors, and assigns, hereby agrees as follows:

- **Release and Waiver:** To the fullest extent permitted by law, the Applicant RELEASES, WAIVES, and FOREVER DISCHARGES the City of Grande Prairie, its elected officials, employees, agents, volunteers, and contractors (collectively, the "Releasees") from any and all liability, claims, demands, actions, or causes of action whatsoever arising out of or related to any loss, damage, property damage, or injury, including death, that may be sustained by the Applicant or any persons affiliated with the Applicant in connection with the Event, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES or otherwise. The Applicant acknowledges that the City accepts no liability or responsibility for any loss, damage, injury, theft, or expense the Applicant may suffer related to its participation.
- **Indemnification:** The Applicant agrees to INDEMNIFY, DEFEND, and HOLD HARMLESS the Releasees from and against any and all claims, demands, suits, actions, liabilities, losses, damages, costs, and expenses (including, without limitation, all legal fees and disbursements on a solicitor-client basis) which may arise

**Section 4: Event Rules and Participation Agreement (Continued)**

out of, result from, or be in any way connected with the Applicant's participation in the Event, including but not limited to the Applicant's Parade Entry, operations, activities, presence, setup, movement, takedown, acts, errors, omissions, negligence, or delays, or those of its employees, contractors, volunteers, agents, or any other person for whom the Applicant is legally responsible.

**9. Acknowledgement**

By signing below, you confirm that you have read, fully understand, and agree to comply with all the rules, regulations, terms, and conditions contained within this entire Application Form. You acknowledge that you have had the opportunity to seek independent legal advice before signing this agreement.

**10. Survival**

Notwithstanding the completion of the Event or the termination of this Agreement for any reason, the following sections and obligations shall survive and remain in full force and effect: Section 2 (Insurance Requirements), Section 6 (Vehicle Requirements & Safety, specifically the Applicant's financial responsibility for damages), Section 8 (Release, Waiver, and Indemnity), any other indemnity provisions contained herein, and any other provisions which by their nature are intended to survive termination or completion.

**Section 5: Agreement**

This agreement is binding upon the Applicant upon signature.

Full Name:			
Applicant Signature:		Date:	

## Section 6: Photography & Video Release

- I hereby authorize the City of Grande Prairie and its agents to record my name, likeness, image, voice, interview and performance as captured by the photographer or videographer during the **Canada Day 2026 Parade on July 1, 2026**. I understand that the content may be edited, altered, modified or combined with other content.
- I understand that photographs or visual recordings of me may be used for public publications, displays, broadcasts and exhibitions for promotion, publicity, advertising or art created by/for the City of Grande Prairie. This may be in the form of print publications, advertisements, or media distribution and digital formats such as websites, social media, electronic direct mail or any such communication. I agree that the City of Grande Prairie shall retain final editorial, artistic, and technical control of all content.
- I agree that I have no rights to the content and all rights belong to the City of Grande Prairie, without limitation. I acknowledge that I will receive no compensation should any of my personal imagery be used for any purpose. All rights to inspect or approve usage are waived and I will not receive notification prior to the content's use.
- 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 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.

Full Name: (Please Print)

Name of Minor: (If Applicable)

Signature:

Date:

## Privacy Statement

The personal information collected herein is authorized under section 33(c) of the Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25, as amended or replaced from time to time. The information is used to administer the Canada Day 2026 Parade. If you have any questions about the collection, use or disclosure of your personal information, please contact the Event Coordinator at [events@cityofgp.com](mailto:events@cityofgp.com).