

CHRISTMAS FESTIVAL & PAGEANT

REGISTRATION FORM





SATURDAY DECEMBER 1

PAGEANT REGISTRATION FORM

| APPLICANT'S DETAILS | |
|---|--------|
| Community group / Business / School name: | |
| Contact person: | |
| Postal address: | |
| Postcode: | Phone: |
| Mobile: | Email: |

| DETAILS OF ENTRY |
|--|
| Please tick a box (if your entry is more than one type, please tick more than one box) |
| <input type="checkbox"/> Walking group <input type="checkbox"/> Dancing group <input type="checkbox"/> Business float <input type="checkbox"/> School float <input type="checkbox"/> Decorated truck <input type="checkbox"/> Decorated car <input type="checkbox"/> Music |
| Other (give details): |
| Number of people involved: |
| Please provide a detailed description of your organisation/group – this information will be used to promote your group/float in the parade commentary. Please include your theme/style (max. 50 words, if more space required please attach). |
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| DRIVER & VEHICLE DETAILS | |
|--------------------------|-------------------------|
| Name of driver: | Contact number: |
| Make/model of vehicle: | Vehicle licence number: |
| Vehicle owner: | Owner's phone number: |

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ADULT SUPERVISOR DETAILS

Children between the ages of 4 - 7 who are travelling on the back of a vehicle in the Christmas Parade must be accompanied by an adult supervisor. A minimum of one (1) adult for every ten (10) children is required. The adult supervisor(s) must remain on the vehicle at all times.

Name of adult supervisor(s):

Contact number:

COST

- Business floats: \$65
 Not for profit / community groups / school groups: Nil

PAYMENT

Cash/paid in person Credit card Cheque

Amount:

Name:

Credit card number:

Expiry date:

Signature:

**ALL BOOKING AND PAYMENTS MUST BE RECEIVED BY FRIDAY NOVEMBER 2, 2018
PAGEANT BRIEFING - 21 NOVEMBER. 5.30PM, CITY OF ALBANY OFFICES, NORTH ROAD.**

Please return entries and payment to:

City of Albany
Attention: Events Coordinator

By Post: PO Box 484, Albany WA 6331
In Person: 102 North Road, Albany WA 6330
By Email: events@albany.wa.gov.au
By Fax: 9841 4099

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TERMS & CONDITIONS

VEHICLE ENTRIES

- Vehicle height is limited to 4.6 metres.
- Vehicle length is limited to 12.5 metres.
- Vehicle size is limited to 8 tonne.
- NO FLOAT/GROUP IS TO HAVE A FATHER CHRISTMAS/SANTA.
Only one Father Christmas/Santa will appear in the Parade and this will be organised by the City of Albany.
- Parade entrants will be positioned by the Event Organisers according to the size, type and musical arrangements identified in your registration form. The order of procession cannot be changed once it is finalised.
- The order of procession and a description of all entries will be provided to the Parade Commentators prior to the event therefore no changes can be made on the day.
- Arrival times will be allocated at Pageant Briefing on 21 November at 5.30pm.
- You will be directed to stand at a specific location on your arrival. If you change or move from this location you will be asked to leave the assembly area and will not be permitted to participate in the parade.
- All children involved in the Parade must be supervised at all times.
- Dangerous driving in the Parade Assembly Area is not acceptable.
- Private vehicles that are not participating in the Parade must not be parked in the Parade Assembly Area.
- All private vehicles should be left in a nearby carpark.
- Excessive noise from Parade vehicles is prohibited, e.g. the revving of engines, horns, sirens etc.
- Advertising of alcoholic drinks or prohibited substances on vehicles or by participants is strictly forbidden.
- Participants accept full responsibility for their own safety when taking part in the Parade and/or travelling in moving vehicles. It is therefore recommended that you have suitable Public Liability Insurance.
- There will be a City of Albany Traffic Warden at the Parade assembly area. The warden will ensure the Terms & Conditions and the Conditions of Exemption From WA Road Traffic Code 2000 are adhered to. Failure to comply with any of these Conditions will result in the entrant being asked to leave and may jeopardise your ability to participate in the Christmas Parade in future years.

CHILDREN PARTICIPATING IN THE PARADE/MOVING VEHICLES

- Children of floats, decorated trucks, trailers or other moving vehicles are to be supervised by adults at all times.
- Children are not to leave a vehicle, be removed from a vehicle or be placed onto a vehicle while that vehicle is moving.
- Parents or guardians responsible for children participating in the Parade must be at the finishing location no later than 6.30pm.
- Parade entrant coordinators (individual groups) are responsible for all children in their group until they are collected by a parent or guardian.
- No child is to be left unattended at the finishing location.

THROWING OR GIVING AWAY ITEMS DURING THE PARADE

- The throwing or giving away of any object (including lollies) by Parade Participants is considered dangerous and is strictly prohibited. Children can be seriously injured by running in front of oncoming vehicles while trying to retrieve lollies/giveaways. Anyone violating this rule will be removed from the parade immediately.
- Any giveaways or flyers should be handed out after the parade has completed its route and not during the parade.