

Christmas in the City Parade Application Form

Form Preview

Christmas in the City Street Parade

This year the Street Parade will be held one week prior to Christmas in the City as a stand-alone event and will be held on Sunday 6 December 2020 from 5.30pm.

The Christmas in the City Street Parade is open to all community groups, businesses, schools, churches and individuals. It provides a wonderful opportunity to be part of a community-wide celebration and to promote your group to the local community.

The route will be approximately 1.5 kms, so please keep this in mind if you are a walking group.

Terms and Conditions

The following Terms and Conditions have been developed by the City of Bunbury to ensure the safety of everyone attending the event. Please read through the Terms and Conditions carefully, so you fully understand them.

Participant Briefing

A participant briefing webinar will be held online closer to the event date. If you are unable to attend the webinar live, we will be emailing a recording out to everyone to ensure you are aware of the responsibilities and requirements of everyone involved in the Parade.

Vehicle Entries

- Vehicle height is limited to 4.6m, individual vehicle length is limited to 12.5m
- Vehicle size is limited to 8 tonnes
- All vehicles must travel at a walking speed and in a safe manner
- All entries will be assessed by the Street Parade MC's, and winners will be judged on the creativity, originality, and overall impact of the float. First prize will be awarded \$1000, and second prize will be awarded \$500. Winners will be informed and announcement will take place on the stage at Christmas in the City the following weekend, Sunday 13 December 2020
- No float or group is to have a Santa Clause. **ONLY** one Santa Claus is permitted to appear in the Street Parade and will be organised by the City of Bunbury
- The Parade order will be established by the City's Event Organisers.

Arrival Times

- **Larger trucks and floats** must arrive at the Pat Usher Foreshore **from 3pm - 4pm**
- **Smaller vehicles**, walkers and dancing groups must arrive **from 4pm - 4.45pm**
- **All Parade participants must be assembled by 4.45pm**
- All Parade vehicles and floats are to enter Pat Usher Foreshore from Blair Street from the Koombana Drive/Blair Street round-a-bout.

Vehicles

- Private vehicles **will not** be permitted in the Parade assembly area (which includes the Blair Street Foreshore Car Park opposite the Bunbury Regional Entertainment Centre and Luciana Park) at any time
- All private vehicles should be left in a nearby car park or parking bays

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- Parents or guardians dropping off Parade participants are to park their vehicles nearby and walk participants into the Parade assembly area
- Any large musical instruments or props that are required for the floats (and which are unable to be carried) must be transported in on the floats, as vehicles **not** in the Parade **will not** be permitted into the assembly area
- Excessive noise from Street Parade vehicles is prohibited
- Participants accept full responsibility for their own safety when taking part in the Street Parade and/or travelling in moving vehicles
- All passengers travelling on the back of moving floats are not permitted to have their legs hanging over the side of the vehicle
- People within moving vehicle floats are not to encourage spectators to high five people within or on the floats
- A current copy of your **Public Liability Insurance** must be submitted with your online application.

Responsibility of Children Participating

- Children on floats, decorated trucks, trailers or other moving vehicles are to be supervised by adults at all times
- Children are not to leave, be removed from or placed onto a moving vehicle
- Street Parade entrant coordinators 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
- Ensure all parents are aware of where the drop off and pick up location is (Blair Street Foreshore Car Park and the Pat Usher Foreshore) and advise them that they are unable to access the area by car
- It is recommended that a minimum of one adult supervisor is required for every 10 children participating in the Parade.

Giving-Away Items The below may change if there is an increase of Coronavirus cases in WA.

- Items must not be thrown from moving vehicles into the crowd
- Items may be passed out in a safe manner from people walking within the Parade group. Items that are permitted to be handed out include, flyers, wrapped lollies, stickers, and similar items (**balloons are not permitted**). If you're unsure, please check with the City's Events team prior to the Street Parade

Failure to Comply

Event staff and security guards will be present at the assembly area. They will ensure the Terms and Conditions are adhered to. Failure to comply with any of these conditions may result in the entrant being asked to leave and possibly not accepted to participate at future City of Bunbury events.

Street Parade Route

The Street Parade leaves the Blair Street Foreshore Car Park and the Pat Usher Foreshore at 5.30pm. Travels onto Blair Street, turns left into Clifton Street, left into Victoria Street, left into Prinsep Street, straight at the round-about heading into Haley Street, left into Blair Street and right into the Blair Street Foreshore Car Park and the Pat Usher Foreshore.

The Street Parade will finish at the Blair Street Foreshore Car Park and the Pat Usher Foreshore at approximately 7pm. However, this is an estimate time frame only.

Parade participants are to exit the Parade route via the roundabout on Koombana Drive.

It is the responsibility of the float/vehicle driver to ensure that the float/vehicle complies with the Traffic Regulations, when leaving the Parade route. This includes, but not limited to:

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- Ensuring all passengers on the vehicle are correctly seated and secured
- Nothing will become dislodged from the vehicle
- All lights are working correctly and not obscured

To allow participants to disembark safely from floats/vehicles, all floats will be directed into the Blair Street Foreshore Car Park and the Pat Usher Foreshore. If parents or guardians wish to meet Parade participants at the conclusion of the Street Parade, they will be required to wait in the designated area and follow any and all directions from event staff and security guards.

Floats wishing to remove decorations from their vehicles can do so from the Blair Street Foreshore Car Park and the Pat Usher Foreshore.

Any vehicle caught conducting in a way that is not acceptable after this time will be liable.

Applicant Details

* indicates a required field

Applicant *

Individual Organisation

Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Address *

Address

<input type="text"/>
<input type="text"/>

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Applicant Mobile Phone Number *

Applicant Email Address *

Must be an email address.

Entry Details

Please indicate which type of group you are applying to participate as: *

- | | |
|--|--|
| <input type="checkbox"/> Walking Group | <input type="checkbox"/> Decorated Car and Boat |
| <input type="checkbox"/> Dancing Group | <input type="checkbox"/> Decorated Truck |
| <input type="checkbox"/> Decorated Car | <input type="checkbox"/> Other: <input type="text"/> |

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Decorated Car and Trailer

Please indicate whether your group will be having the following:

- Music Playing
- Singing

Please describe how your float will look, including details such as how the vehicle will be decorated, costumes, props etc. *

If you are applying as a walking, singing, music or dancing group, how many people will be involved?

If you are applying for a vehicles(s), indicate how many people will be travelling on the back?

Vehicle Details (if applicable)

Vehicle Number 1 Details

Total length of all vehicles combined (for set-up purposes)

Vehicle Registration

Name of Driver

Driver Contact Number

Driver 1 License Number

If you are applying to enter more than one vehicle, please indicate additional vehicle details below

Vehicle Number 2 Details

Vehicle Registration

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Name of Driver

Driver Contact Number

Driver 2 License Number

Vehicle Number 3 Details

Vehicle Registration

Name of Driver

Driver Contact Number

Driver 3 License Number

Adult Supervisor Details

A minimum of one adult for every ten children is required. The supervisor(s) must remain on the vehicle at all times.

Name of Adult Supervisor Number 1

Contact Number

Name of Adult Supervisor Number 2

Contact Number

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Name of Adult Supervisor Number 3

Contact Number

Name of Adult Supervisor Number 4

Contact Number

Acknowledgement

* indicates a required field

As the authorised representative of the organisation nominating to participate in the City of Bunbury 2020 Christmas in the City Street Parade, I have read the **Terms and Conditions** and provided my details below to indicate I and the organisation named in this application agree to abide by all the conditions contained within.

I understand that failure to submit this application through Smartygrants by the advised deadline, and/or failure to abide by the conditions and instructions given by City of Bunbury Event staff, means that the organisation named in this application form will be denied participation in the 2020 Christmas in the City Street Parade.

Name of Applicant *

Date *

On behalf of Organisation *

Please attach a copy of your current Public Liability Insurance certificate. *

Attach a file:

The deadline for submitting this application is 5pm Friday 6 November 2020.

Successful applicants will be advised via email. For all enquiries, phone (08) 9792 7139 or email events@bunbury.wa.gov.au

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