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|  | http://www.titusville.org/external/wcpages/wcmedia/images/Parade%20picture.jpg | http://www.tddf.com.au/images/logos/CH-Council-logo.gif |

**Smithton Christmas Parade**

**15th December 2023**

**Entry Form & Information**

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**2023 Smithton Christmas Parade Information**

*(please keep this for your reference)*

**Great Prizes on Offer**

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| **Best Christmas Theme** | **$300** |  |
| **Runner Up Christmas Theme** | **$125** |
| **2nd Runner Up Christmas Theme** | **$75** |
| **Best Community Entry** | **$200** |
| **Best Business Entry** | **$150** |
| **Best Business Vehicle** (Trucks, Utes and Heavy Machinery) | **$100** |  |
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**General Information**

The 2023 Christmas Parade will assemble inside the Circular Head Community Recreation Centre from 6.00pm on Friday 15th December 2023. All entries should be in place by 6.45pm, ready for departure at 7.00pm.

Walkers are welcome to assemble in Gibson Street (near Jules Takeaway), and join the Parade as instructed by the Parade Marshall. Please indicate on your entry form if you wish to join the parade at Gibson Street.

The Parade will follow the usual route – from Grant Street into Nelson Street – into King Street – into Emmett Street – into Smith Street (repeating the block) and returning to the Recreation Ground.

The Parade may be postponed if inclement weather conditions persist.

All participants will be given a number to display – this is to help identify the entry for the MC and the judges.

Please return the form by Tuesday 12th December 2023 either

* In person to Council at 33 Goldie Street Smithton or
* Via mail to Rotary at PO Box 171 Smithton 7330 or
* Via email to [smithtonrotary@gmail.com](mailto:smithtonrotary@gmail.com)

Every effort will be made to include late entries – to help with arrangements please call 0418 319 689 if you cannot get your entry in on time.

Individual Entrants under 18 must have a parent or guardian sign the Entry Form.

**All drivers must adhere to Tasmanian Road Safety Rules and Standards.**

**Entry & Participant Guidelines**

* All Parade entries must relate to, or be in keeping with, the general Christmas season and/or community celebration theme of the event.
* Entries with totally unrelated corporate or business themes will not be viewed favourably.
* No individual or business/organisation will be allowed to take part in the Smithton Christmas Parade without prior approval of the Rotary Christmas Parade Committee.
* All entries will be considered by the Rotary Christmas Parade Committee. Acceptance or otherwise will be advised via email (if email not available telephone contact will be made).
* Rotary retains the right to not accept any entry, or delete or modify any aspect of an entry, at its absolute discretion. Rotary also retains the right to position each entry in the Christmas Parade as it sees fit, giving consideration to content, theme, and possible impacts upon other entries.
* Skateboarding, rollerblading or scooter riding is not permitted in the Parade.
* Bicycles are permitted. Riders must wear appropriate safety equipment including helmets. Bike riders under 10 years of age must be accompanied by an appropriate adult (walking with them)
* Horses are not permitted in the Parade.
* Participation by other kinds of animals is subject to approval by Rotary Christmas Parade Committee and if approved must be tethered and led by a suitably qualified adult. "Pooper Scoopers" must be provided for all participating animals.
* The conduct and movement of the Parade will be controlled by the assigned Police Supervisor, the Parade Coordinator, and designated Parade Marshals along the Parade route. Participants must adhere to the direction of these supervisors at **all** times.
* Float construction must not exceed 4.1m in height. This is necessary to provide overhead clearance along Parade route.
* Children under the age of seven are not to ride on floats and other Parade entries without direct adult supervision. Ensure reasonable restraining measures are in place for all participants i.e. rope barrier or fall perimeter. All passengers in vehicles must wear seatbelts.
* Throwing, handing out or dispersal of any item from a moving vehicle along the Parade route will not be allowed.
* Handing out of items by walking Parade participants is permitted if conducted in a controlled manner at street level. Please note your intention to hand out items on your entry form.
* All participants appearing in the Parade are expected to perform courteously, in good taste and with the safety of the spectators in mind at all times. Entrants' floats must be G-rated with an emphasis on family entertainment.
* Floats using semi-trailers are to supply at least one Marshal to be walking either side of the rear trailer.
* Participants are not allowed to jump on and off floats whilst the Parade is in progress.
* The general public will be taking photographs of the Parade.
* By entering the Parade, you agree to the Rotary Club of Smithton taking photographs of your entry, including individual participants. You further acknowledge that Rotary has the authority to publish and use such material for subsequent advertising and marketing purposes.
* The Rotary Club of Smithton prefers Entrants to be covered by their own Public Liability Insurance for the day of the Parade. For those groups who do not have Public Liability insurance, it is suggested they consult the following web site which provides information on Public Liability insurance for community organisations: www.communityinsurance.com.au. Please indicate on the Entry Form whether or not you have insurance.
* Only **One Santa Claus** is permitted to participate in the Parade and Rotary has made arrangements for the man himself to join the Parade.
* Winners will be announced at the Rotary Ham Wheel/Commentary Stand outside Rural Health following the Parade. Prizes will be available for collection at the Rotary Office inside Rural Health until around 8pm. From Monday 18th December prizes can be collected from Smithton Jewellers Emmett Street Smithton

**Vehicle & Float Safety**

**Tasmanian Road Rules and Requirements apply to this event.**

* Vehicles & trailers used in the Parade must be registered and driven by individuals with the appropriate licence.
* Vehicle registration number/s the name of the driver and the driver’s licence number must all be provided prior to the Parade (please see the attached application form).
* Vehicles and trailers used in the parade must be insured (minimum third party insurance).
* Consider the safety of yourself and others, including the position of participants on the float. If people are on board the float, ensure they receive adequate adult supervision and reasonable restraining measures are in place.
* Do not attach anything to the exhaust, drive/tail shaft or wheels of your vehicle.
* Do not obstruct the steering of the vehicle.
* Do no obstruct the brake or reverse lights of the vehicle.
* Do not obscure the driver’s vision, including windscreen and rear view mirrors.
* Secure all large, loose items to the vehicle.
* The vehicle should not leak any fluids.
* All vehicles must not move faster than walking pace.
* All entries will be inspected during marshalling. Failure to comply with the above safety requirements may result in exclusion from the Parade.

**Hints for Parade Entries**

# Materials

Many materials can be used- recycled or new- for float/parade entry construction. Suggested materials include plywood, chicken wire, foam, rubber, plastic sheeting, papier mache, timber, plastic hose, fibreglass, Styrofoam, and hessian fabric.

# Vehicles

Floats can be trailers mounted or built onto a flatbed or truck chassis. A four wheeled trolley or trailer can be hand towed by four to six costumed characters. Dress your towing vehicle in colours that link to your entry. Also consider bikes or tricycles.

# Characters

A group of costumed characters is very effective, offering a lot of movement and colour, Participants not on a float are particularly encouraged to dress in a uniform - such as a standard brightly coloured t-shirt and hat, holding flags and banners.

# Animation

Movement on your float or on the ground will create lots of visual interest. To lessen the potential for mechanical breakdown, people power is the way to go.

# Assembly Information

Parade participants will be assembling at the Recreation Ground, in Grant Street. The assembly area will open at 6.00pm for float preparation. Participants should arrive at the assembly are no later than 6.45pm.

# Assembly Area Safety

Please remember that while the assembly area is closed to general traffic, emergency vehicles may require access. We urge you to consider the safety of others and yourself during this time.

**2023 Smithton Christmas Parade Entry Form & Indemnity**

**Please Complete this section & Return The 2 Pages Only**

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| http://www.tddf.com.au/images/logos/CH-Council-logo.gif  RotaryMBS_RGB | Parade Entry is Free  Please complete this form and return by  Tuesday12th December 2023 to   * Council Reception or * Rotary or * [smithtonrotary@gmail.com](mailto:smithtonrotary@gmail.com) | Judy Fry  Christmas Parade Committee  Rotary Club of Smithton  PO Box 171 SMITHTON 7330  Telephone: 0418 319 689  [smithtonrotary@gmail.com](mailto:smithtonrotary@gmail.com) |

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| **Name of individual/organisation:** | | | | | | | | | |  | | | | | | | | | | | | | |
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| **Contact Person:** | | | |  | | | | | | | | | | | | | | | | | | | |
| **Address:** |  | | | | | | | | | | | | | | | | | | | | | | |
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| **Email:**  *(Due to postage costs this is preferable contact)* | | | | | | | | | | |  | | | | | | | | | | | | |
| **Telephone:** | |  | | | | | | | | | | | | | | | | | | | | | |
| **Name of Entry** *(if applicable)***:** | | | | | |  | | | | | | | | | | | | | | | | | |
| **Category of Entry** *(can tick more than one):* | | | | | | | | | ⬜ Christmas Theme | | | | | | | ⬜ Community | | | | | | | |
| ⬜ Business | | | | | ⬜ Business Vehicle | | | | | | | |  | | | | | |  | | | | |
| **Entry Type:** | | | ⬜ Large truck (semi-trailer, 3 axles) | | | | | | | | | | | | | | ⬜ Small Truck (2 axles) | | | | | | |
| ⬜ Car & Trailer | | | | | ⬜ Car | | | | | | | | ⬜ Motor Bike | | | | | | ⬜ Bicycle/Scooter | | | | |
| ⬜ Marching/Walking | | | | | | | ⬜ Other (please describe) | | | | | | | | | |  | | | | | | |
| **Assembling at:** | | | | ⬜ Grant Street | | | | | | ⬜ Gibson Street | | | | | | *Note: Gibson St Walkers only* | | | | | | | |
| **Approximate Length of Entry in Metres:** | | | | | | | | | | | | |  | | | | | | | | | | |
| **Approximate Number of People in Entry:** | | | | | | | | | | | | |  | | | | | | | | | | |
| **Animals in Entry:** | | | | | ⬜ Yes | | | ⬜ No | | | Details: | |  | | | | | | | | | | |
| **Will Your Entry Have Music?** *(Just Connect Your Phone to a Bluetooth Speaker).* | | | | | | | | | | | | | | | | | | | | ⬜ Yes | | | ⬜ No |
| **Do You Intend to Give Away any items:** | | | | | | | | | | | | ⬜ Yes | | ⬜ No | | | | Details: | | |  | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| **Driver’s Name:** | | | |  | | | | | | | | | | | | | | | | | | | |
| **Driver’s Licence:** | | | | |  | | | | | | | | **Expiry Date:** | | | | | |  | | | | |
| **Do You Have Your Own Public Liability Insurance:** | | | | | | | | | | | | | | | ⬜ Yes | | | | | | | ⬜ No | |
| **Entry Description** *(Please provide information about you, your organisation or business. Please also describe your float. This will assist the committee and the MC to describe your entry to the crowd)***:** | | | | | | | | | | | | | | | | | | | | | | | |
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**Indemnity**

I agree to participate in the 2023 Smithton Christmas Parade.

In addition to the inherent risks I am aware that participating in the Smithton Christmas Parade may involve a significant degree of risk of physical harm to myself and/or entrants I represent. Dangers include but are not limited to:

* Physical exertion
* Injury from falling
* Injury from collision
* Weather extremes, subject to sudden and unexpected change.

I agree to hold harmless the Rotary Club of Smithton and the Circular Head Council, their members, employees, volunteers and agents from all claims resulting from damage, loss, death or injury whatsoever which I, and/or entrants I represent may suffer and/or sustain in any way as a result of participating in the 2023 Smithton Christmas Parade. I agree to the Rotary Club of Smithton taking photographs of my entry. I also agree that the Rotary Club of Smithton has the authority to publish and use this material for subsequent advertising and marketing purposes.

In addition, I hereby agree to indemnify the Rotary Club of Smithton and the Circular Head Council, their members, employees, volunteers, servants and agents from and against all actions, costs, claims charges, expenses, penalties, demands and damages whatsoever which may be brought, made, or claimed against them, or any of them, arising from an activity directly to my, and/or the entrants I represent acts, errors or omissions.

I understand all bike and scooter riders are required to wear an Australian Standards approved helmet during the Parade.

I understand all drivers are subject to Tasmanian Road Safety Rules and Standards.

**I have read all the above information provided in this application, including the requirements and considerations and agree to abide by them: *(please tick)* ⬜ Yes.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Signature:** |  | | | |
| **Print Name:** | |  | | |
| **On Behalf of the Entry:** | | |  | |
| **Parents and Guardians of Children Under 18 (unsupervised entries only): As the parent/ guardian of:** | | | | |
|  | | | | **I agree to them entering the Parade.** |