

Saint John Santa Claus Parade Committee
PARADE INSTRUCTION FOR PARADE DAY 17 NOVEMBER 2018

**PLEASE ENTER STAGING AREA AT
CROWN ST – IN FRONT OF BOYS & GIRLS CLUB**

1. This year's parade will form (staging area) is on CROWN ST, between PAUL HARRIS & UNION ST. (in front of Telegraph Journal) you are asked to be at the staging area as follows:

- **Large Floats please be at the staging area AT 3:00 pm (Road will be Closed to Traffic)**
- **Small Floats please be at the staging area no later than 4:45 pm**
- **Single entries (ie: cars or small ½ ton trucks with or without trailers no later then 5:00**
- **Bands and Marching or Performing groups without vehicles no later than 5:20**

2. All entries should have decorations in order to participate in the parade. Entries should appeal to children first and adults second.

3. Signage identifying entrant or float sponsor should be placed either in front or on both sides of the float. If you would like to have your float judged for prizes, signage must be easily identifiable by the judges.

4. The height of the float should be no more than 15 feet from the road surface.

5. All floats should have **LIVE or TAPED Christmas music**.

6. **Absolutely NO LIVE SANTAS** on any float, as this confuses the children.

7. SAFETY ISSUES: **Transport Floats are permitted with these conditions:**

- **Wheels on floats** should be covered, whenever possible to prevent costumes from getting caught.
- **People are to walk** beside the float at all times as a buffer zone between float and children in the audience.
- **Distribution of Candy is permitted**, however we ask that you do this in a safe manner and not make children come on the road surface to get it.

8. All marching or walking entries MUST CONTINUE TO MOVE FORWARD WITH NO STOPPING to avoid gaps in the parade.

9. **Upon arrival (Enter at Crown St, in front of Boys & Girls Club ONLY) please advise the attendant of your number** as shown on the attached sheet and they will allow entry to the set up area. Only authorized entries will be allowed to enter set up area. **Parade will march off at 6:00 pm. Saturday November 17, 2018.**

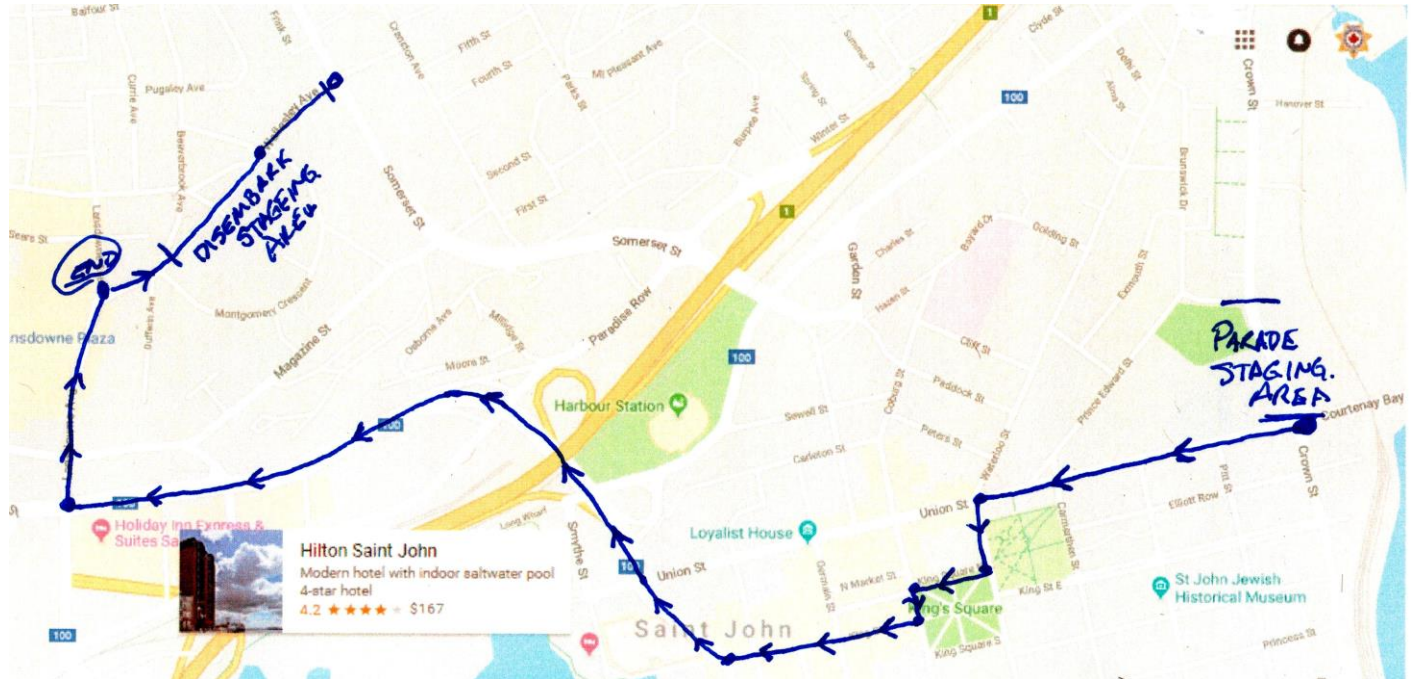
10. A bus will take post at 5:45 on King St, across from City Hall, the bus then becomes the Judges Stand.

11. Any donation of non-perishable food items will be given to the Food Bank.

12. Trophies will be presented to the winning entries as decided by the Official Judges. Prizes will be awarded the week following the parade. Arrangements will be made to get the Trophies to the winners.

13. On behalf of the Committee we would like to extend a heart felt Thank You for making this parade such a huge success and wonderful tradition for the people of Saint John.

14. Please contact the Parade Marshal @ 647-3668 on the day of the Parade if you have any questions or concerns.



Staging Area:

The Parade will form up on CROWN ST, between Paul Harris St and Union. Please drop off all floats, ATVs, Participants, etc... at the intersection of Paul Harris & Crown (In front of the Boys & Girls Club)

Please park your vehicles that are not in the parade, near the finish line on Wellesley Ave and Somerset St. **DO NOT PARK ON WELLESLEY AVE, THIS IS WHERE THE PARADE WILL DISEMBARK!!!**

ALL PARADE PARTICIPANTS ARE TO FINISH AT WELLESLEY AVE. TRANSPORT TRUCKS ARE ASKED TO PULL AS FAR OFF THE ROAD AS POSSIBLE AT THIS SITE.

Please provide this information to those members of your entry and drivers of the vehicle(s) in your entry.