MAPLE RIDGE CHRISTMAS FESTIVAL SOCIETY

Santa Claus Parade

Entry Form

Saturday, December 5, 2026 @ 6pm
Entry Deadline: Friday, November 20th, 2026
Space is limited – Register Early

2026
Registration Fees:
Non-Profit Entries: Free
Business/For Profit Entries: $50

*** Name of Entry:** _____

*** Contact Name:** _____

*** Address:** _____

*** City:** _____ **Postal Code:** _____

*** Phone (Daytime):** _____ **Phone (Evening):** _____

*** Email:** _____

** indicates required information! Incomplete applications will not be assigned a space in the parade.*

CLASSIFICATION – Judging Categories Please place an X in the appropriate box.

- ❑ Commercial "A" (Business over 25 employees)
- ❑ Commercial "B" (Business under 25 employees)
- ❑ Community Float/Entry (Non-profit groups)
- ❑ Community Float/Entry (Church group)
- ❑ Community Float/Entry (Youth group)
- ❑ Community Float/Entry (Family)
- ❑ Band / Marching unit
- ❑ Sports Group
- ❑ Equestrian/Animal
- ❑ Dance Group
- ❑ Mascots
- ❑ # of walking participants with float ____ (not including spotters)

What is the overall length of your entry? _____ feet. Entry Fee: Free Non-Profit ❑ Commercial / For Profit ❑

(Please ensure this is the total measurement Truck, Trailer combined and walking group)

Will you have music? Yes ❑ No ❑ Paying Entry: E-transfer ❑ Cheque ❑ Cash ❑

Checklist for entries:

Paying entries fee paid ❑

Insurance Documents submitted ❑

Parade Meeting Date saved in calendar ❑

Parade Bio Completed ❑

KEY ENTRY REQUIREMENTS ARE:

- Christmas Theme with lights
- Width limit of 12' for vehicles/floats
- ***Required minimum of 4 spotters (one at each corner) for each moving vehicle/float***

Return **Entry Form and Signed Regulations and Indemnity Agreement** to:

Maple Ridge Christmas Festival Society

Maple Ridge Christmas Festival Society
Attn' Trish Coft
MB139— 11985 203 Street
Maple Ridge, BC V2X 4V2

Questions and completed applications may be emailed to mapleridgechristmasparade@gmail.com.

There will be a mandatory parade participant meeting on— Tuesday, November 24, 2026 @ 6:00pm — Location ~ Gold Creek Room, Maple Ridge Leisure Centre, 11925 Haney Place, Maple Ridge

Parade Bio

Name of Entry: _____

Biography **Tell us briefly about your organization/entry (to be used by MC to introduce your entry)**

PARADE REGULATIONS and INDEMNITY AGREEMENT

This form must be signed and on file in order to participate. Make a copy for your records. Maple Ridge Christmas Festival Society hereafter referred to as MRCFS.

- Any incomplete applications will result in the entry not being permitted in the parade.
- All entries must be in good taste and in keeping with a Christmas theme. Entries are subject to the approval of the parade committee and the committee reserves the right to refuse participation.
- For safety reasons, **no materials may be thrown to spectators along the parade route**.
- No throwing objects such as food, candy, brochures etc from float.
- The MRCFS does not accept responsibility for any expenses incurred by entrants.
- Alcoholic beverages and other controlled substances are forbidden on any float, in any vehicle or on parade route. Participants consuming alcohol prior to or during the parade are subject to removal from the parade.
- The position number of every entry must appear on the lead vehicle or person so the parade commentator, judges and participants can easily identify each entry. These numbers will be provided on event day.
- Entries **must** line up in assigned space. Do not pick your own spot under any circumstances.
- **Prior to the event All animal entries must provide a certificate of insurance naming** Maple Ridge Christmas Festival Society, the City of Maple Ridge and School District #42 as additional named insured**.**
- prior to granting approval to enter the parade, provide to Maple Ridge Christmas Festival Society a Policy of Insurance for comprehensive general liability insurance on terms satisfactory to the society including (i) Inclusive limits of Five Million Dollars ($5,000,000) per occurrence or such higher limits as the Licensor may deem necessary (ii) a cross liability clause;
- Equestrian entries must have a clean-up unit following (clean up crew must also keep with the theme of the entry). Clean up must be performed in set-up and disbanding area as well as on Parade route.
- **Width limit of 12' for motorized vehicles/floats, (zero tolerance - no exceptions).** Minimum of 4 adult spotters (one at each corner) for each motorized vehicle/float. Please be accurate with your float length measurement as this is used for marshalling.
- All entries must be decorated. Decorative lighting is required, and Christmas music is encouraged. Non decorated entries will not be judged in any category.
- All floats must have someone qualified and capable of driving the vehicle. They must have a valid BC Drivers License and must attend the float at all times while in the marshalling area.
- Floats must be of proper construction, have good brakes and provide good degree of driver vision. You must carry a fire extinguisher (dry chemical, at least 5lbs). **Portable generators must be securely mounted and ventilated**. Fireproof insulation must separate a generator and any other heat source from combustible decorative material. The Fire Department may conduct inspections on the afternoon of the parade. **Fire Extinguisher must be on board if generator is present.**
- All participants standing or sitting on floats must be wearing safety belts or have strong handholds. No person is to be tie d in such a way that they cannot be released quickly.
- Vehicle insurance is mandatory and is the responsibility of the entrant.
- No exotic animals as defined in the Maple Ridge Exotic Animal bylaw.
- All units must maintain forward motion regulating their speed for a spacing of no less than 15 meters (50 feet) and no more than 30 meters (100 feet) behind the preceding unit.
- Only Parade vehicles allowed in staging area and must present their **Entry Pass** issued to participating vehicles.
- Always follow the instructions of the Parade Marshals.
- The main contact person you provide will be responsible for disseminating all information received from the Parade Committee and ensuring that every member of their organization is informed and will abide by the guidelines and rules established.
- **Please be aware photographs and or video recordings may be taken during the parade and used by MRCFS for promotional purposes without further compensation.**
- Entries that do not attend the pre-parade meeting may not be able to participate in the Parade.

The undersigned has read, understood and agrees to abide by the preceding regulations. The undersigned also agrees to indemnify, hold harmless and defend any action against the Event Organizers, it's Directors and Officers, Volunteers, Committee Members, the Corporation of the District of Maple Ridge and Maple Ridge & Pitt Meadows Parks & Leisure Services from and against all liabilities whatsoever arising out of their participation in the Parade.

_____	_____
Print Name of Entry	Date
_____	_____
Print Name of Entry Representative	Signature of Representative

If sent by email, an electronic Signature will constitute agreement, otherwise the form may signed at the required parade orientation.