



Duncan Cowichan Festival Society Grande Parade Entry Form

Parade Theme – “Colours of Cowichan”

Vibrant, Colourful & Grande!

Parade Date - Saturday July 13th, 2024
@ Cowichan Community Centre - begins at 10:30am

Parade Entry Deadline - Friday June 28th, 2024

*All entries are not complete until all
forms & payments are handed in.*

Please return all forms signed & initialized with payment, including
copies of the vehicle registration being used in the parade to:

By Mail:

Duncan Cowichan Festival Society
Attn: **Jeff Leggat (Parade Coordinator)**
246 Ingram Street, Duncan, BC V9L 1P4
Phone 236-594-0862

By Email: jleggat42@hotmail.com

Or drop off at one of the following locations:

- Duncan United Church Office – 246 Ingram Street
- Duncan Showroom - 133 Station Street



Parade Entry Form

Date: _____

Group or Business Name _____

Group Representative

Name	
Home #	
Cell #	
Email	

Parade Entry Fees (please check the ONE that applies to your entry)

#	Type of Entry	Fee	Examples	✓
1	Non Profit	\$40	Sports, children's, musical, marching band, community group	
2	Business	\$125	Businesses or corporations	

I would like a receipt emailed to me for my entry fee *Yes* *No*

Judging (please check ONE that applies to your entry)

I wish to be judged in the following category:

Non Profit - Floats

Business Floats

Bands

Dancing Group

Walking Group

Judging Criteria

Please see the last few pages of entry form package for Judging criteria.

- **ONE winner will be awarded in each category.**



Parade Entry Details

Length of Float	(in Feet)
# of people in entry	

Item	Yes	No	Details
Will there be music?	<input type="checkbox"/>	<input type="checkbox"/>	
Will you have items to be handed out?	<input type="checkbox"/>	<input type="checkbox"/>	
Will you perform a routine?	<input type="checkbox"/>	<input type="checkbox"/>	

*** Float must not exceed 60 feet or 30 people**

Final Checklist:

I have submitted all the following documents for my parade entry form to be accepted and processed:

Entry Form

Proof of Insurance of all vehicles being used in the parade

- **Must submit a photocopy or scanned copy**

Rules and regulations sheet

- **Initialized and signed where needed**

Entry Fee paid

Indemnity agreement completed and signed



Duncan Cowichan Festival Society Grande Parade Indemnity Agreement

PLEASE RETURN THIS FORM WITH YOUR PARADE ENTRY

Entrants in the Duncan Cowichan Festival Society Grande Parade 2023, which takes place in Duncan, BC, Canada, agree(s) to waive and release any and all rights of claim for damage against Duncan-Cowichan Festival Society, City of Duncan, the Corporation of the District of North Cowichan and the Duncan Business Improvement Area Society and the sponsor or sponsors of the DCFS Grande Parade 2023, for any and all injuries and damages caused to or by me. Entrant(s) understand that the Duncan - Cowichan Festival Society reserves the right to accept or refuse any entry, at their discretion.

NAME

SIGNATURE

Please initial where indicated on page six.

I HAVE AGREED TO AND INITIALED THE SAFETY REGULATIONS WHERE INDICATED:

SIGNATURE

POSITION

DATE

PLEASE NOTE: ALL MOTORIZED VEHICLES MUST PRODUCE EVIDENCE OF INSURANCE

FOR BODILY INJURY AND PROPERTY DAMAGE. BC MOTOR VEHICLE LIABILITY INSURANCE IS ACCEPTABLE (photocopy is acceptable). Person named as representative on entry form must be present at Marshall Area and must stay with Entry.

Note: Your signature on the above indemnity agreement signifies your understanding that should an accident occur immediately prior to, during or immediately following the DCFS Grande Parade, to you or your property, you will not have the legal right to bring a claim of damage against any of the municipal or organizations listed. This also includes any of their personnel. You also understand that the Duncan-Cowichan Festival Society has the right to refuse any entry that they feel does not project the community image or adhere to the rules of our Parade.



Duncan Cowichan Festival Society Grande Parade Rules

Please read carefully and follow all rules set out, failure to follow the below parade rules might result in your entry being refused to participate in the parade.

- Floats should be 75% decorated. All units must be decorated in some form
EXCEPTION: VIP vehicles. All VIPs are required to ride in the parade. Those who do not comply may be denied entry in the parade.
- Distance between units should be no less than 50 feet, no more than 100 feet.
- It is prohibited to throw articles of any form or substance from parade units, including throwing candy or using water guns.
- While on parade, units must proceed in a FORWARD direction. Please no stopping as it affects those behind you. Those units wishing to present displays or drills, must indicate this on the entry form.
- The PARADE MARSHALL has the authority to reject any entry which does not comply with the regulations of the DCFS GRANDE PARADE 2023.

Parade Information

- ❖ Prior to parade all entries registered will receive an email with specific information as to where they are to be marshalled and at what time.
- ❖ All parade entries must check in with marshalling and also visit the registration table to pick up important information on the day of the parade.
- ❖ You can start to arrive at the Cowichan Community Centre parking lot & all other marshalling areas at 8:00 am on the day of the parade – Parade starts at 10:00am.
- ❖ **All judging will be done on the parade route.** Please be ready to go by 9:30am. Ribbons will be awarded after the parade.
- ❖ All entries must follow the entire parade route and disperse in the designated area set out by parade officials, except for emergency vehicles.



Duncan Cowichan Festival Society Grand Parade Safety Regulations

My float or parade entry will meet the following requirements for a safer parade:

VISIBILITY

Good visibility for the driver, allowing the driver a minimum of 180 degree vision.

COMMUNICATION

Good communication system between the driver and person on float.

LICENSING

Drivers **MUST** have a valid driver's license and be a competent float driver.

IMPAIRED DRIVERS

Drivers suspected of being impaired will not be allowed in the parade.

EXHAUST SYSTEMS

Muffler must be clear of running gear.

Exhaust pipe suitably protected where it passes near any decorations.

SAFETY

Seat belts must be worn by persons seated or standing on units.

All people on float, including driver, must have an easily accessible disembarking route.

SIZE

Size includes all components including car, truck, trailer, tractor, and all decorations.

Maximum length - 60 ft.

Maximum width - 14 ft.

Maximum height - 16 ft.

ANIMAL UNITS

Must provide proof of insurance and a decorated CLEAN-UP unit following.

DEMO UNITS (dance, athletic team, etc.)

All demos or performances must keep in line with the flow of the Parade.

NO GAPS PLEASE!! * No stopping for demos or performances.**



Duncan Cowichan Festival Society Grand Parade Safety Regulations

Please read and sign the following:

1. I understand and agree that our entry will not stop for demos or performances. All demos or performances must move forward at the same rate as the parade.

Initial

2. Throwing or projecting articles of any form or substance from parade units is strictly prohibited, water guns are not allowed either for parade participants or viewing public.

Initial

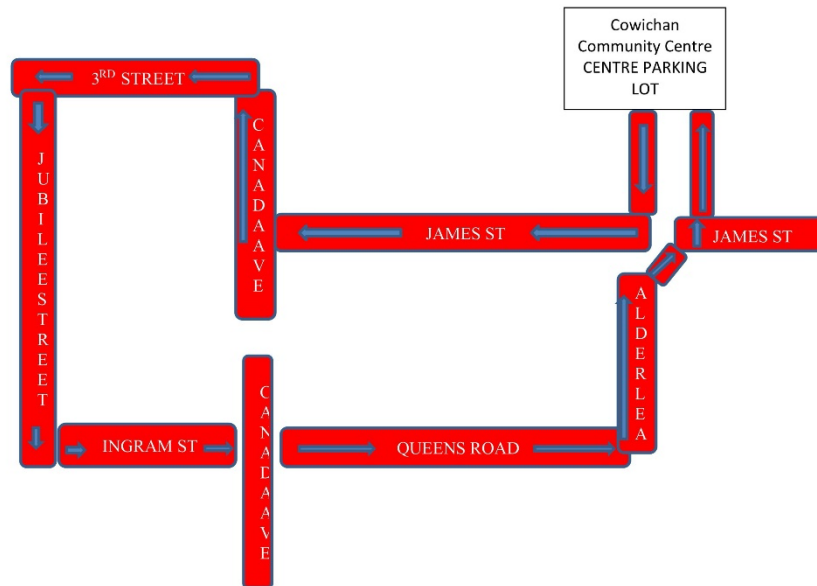
3. The Parade Marshall or their delegate has the authority to remove from the Parade route any entry which does not conform to any rule or regulation or orders from a Parade Official or Police Officer at the assembly area or on the Parade route.

Initial



Duncan Cowichan Festival Society Grande Parade 2024 Map

Duncan Days Community Parade Route July 13, 2024





Duncan Cowichan Festival Society

Grande Parade Judging Criteria

Non-Profit Floats

- **Theme** - how creatively and effectively does the entry communicate the theme of the parade.
- **Originality** – how does the entry show its originality through design, features and materials.
- **Visual effects** – is the entry visually appealing.
- **Audio effects** – does the entry make use of sound and does the music enhance the effect.
- **Costumes** – does the entry make use of the people and do the costumes enhance the entry.

Business Floats

- **Theme** - how creatively and effectively does the entry communicate the theme of the parade
- **Originality** – how does the entry show it's originality through design, features and materials
- **Visual effects** – is the entry visually appealing
- **Audio effects** – does the entry make use of sound and does the music enhance the effect
- **Costumes** – does the entry make use of the people and do the costumes enhance the entry



Duncan Cowichan Festival Society Grande Parade Judging Criteria

Bands

- **Uniforms / Appearance** – were they neat and coordinated
- **Visual effects** – group manoeuvre, synchronization and movement
- **Sound quality** – were they in tune rhythm and alignment

Dancing Group

- **Choreography** – synchronization, movement, rhythm and alignment
- **Costumes / Appearance** – were they neat and coordinated
- **Energy** – how energetic and enthusiastic was the group
- **Music** – sound quality

Walking group

- **Theme** – is the theme of the parade being followed
- **Costumes** – do the costumes relate to the theme of parade
- **Energy** - how energetic and enthusiastic was the group