



N.F. McDONNELL & SONS

MOUNT GAMBIER

# CHRISTMAS PARADE

60  
YEARS  
- 1959 -



SATURDAY  
16 NOVEMBER 2019

11:00AM

ENTRIES CLOSE 31 OCTOBER 2019

City of  
Mount Gambier



GUIDELINES & ENTRY FORM



## Mount Gambier Christmas Parade 2019 GUIDELINES

The 2019 Mount Gambier Christmas Parade will begin promptly at **11:00am**, departing from the marshalling area on the corner of Crouch Street and Commercial Street East, known as the Federal Hotel corner.

Deadline for entries is 5:00 pm on **Thursday 31 October 2019**.  
Late entries are not guaranteed acceptance.

### KEY DATES TO REMEMBER

**Float & Driver briefing:** *Monday 11 November 2019 at 6:00pm at City Hall* (enter via Cave Garden).  
A representative and the driver of each entry must attend the briefing night. Positions in the Parade and marshalling instructions will be given at this meeting.

- **Float Assembly:** *Saturday 16 November 2019 from 8:30am.* All entries must be present at the marshalling area from 8:30am to line up in parade order. If you need to park your vehicle before 8:30am, please park on Anthony Street until the road is clear. Please seek out the Head Marshal, who will be stationed at the intersection of Commercial Street East and Crouch Street corner known as 'Federal Hotel Corner' at **10:00am**, if you need assistance with your float or the number order your float is positioned for the start.

**Awards Presentation Night:** *Tuesday 26 November 2019 at 5:30pm at City Hall* (enter via Cave Garden).  
Award winners will be invited to attend.

### AWARDS & PRIZE MONEY TO BE WON

- ★ **Most Outstanding Entry \$750**
- ★ **Best Christmas Theme \$500**
- ★ **Best School Entry \$500**
- ★ **Best Club or Community Organisation Entry \$250**
- ★ **Open Category \$250**
- ★ **Best Themed Band \$250**
- ★ **Encouragement Award \$250**
- ★ **Best Non-City Entry \$500**  
All above Awards donated by NF McDonnell & Sons
- ★ **Best Utilising Recycled Resources Entry \$250**  
Donated by Community Action for Sustainability (CAS)
- ★ **Best Brass Band \$250**  
Donated by Mount Gambier Lions Club

Entries will be judged on the following criteria:

**CREATIVITY, EFFORT, VISUAL APPEAL, ENTHUSIASM & ENGAGEMENT** and **RECYCLE FOCUS**.

Entrants are eligible for any award with only one prize awarded per entry. Prize allocation is completely at the judges' discretion.

## CRITERIA FOR ENTRIES

- All entrants must relate to or be in keeping with the Christmas Festive Season, Christmas Theme or Community Celebration. The idea of the Parade is to have **FUN**, and for the community to engage in the event.
- There is only **ONE Father Christmas** – no other Parade participants including band members are permitted to wear Father Christmas costumes.
- Float leaders to please report to the Head Marshal on Parade day who will be stationed at the intersection of Commercial Street East and Crouch Street corner known as 'Federal Hotel Corner' at **10:00am**.
- All floats have been allocated an assembly area as per Parade Running Order. Floats may take their position in the assembly area from **8:30am** on Parade Day.
- Entries are **not to be used as an advertisement or promotional opportunity of a commercial nature**.
- The Parade Advisory Group retain the right to modify any aspect of the float/presentation, and the right to position entrants in the parade as they see fit, giving consideration to content, theme and impact on other participants.
- The Parade Advisory Group is continually striving to improve the standard and quality of entries and encourages groups to consider the use of lower floats or smaller trucks (in lieu of higher semi-trailers) with more / alternatively walking participants to offer younger members of the audience better viewing.
- The movement of the Parade will be controlled by the Head Marshal and Marshals spaced along Commercial Street wearing green Hi Vis vests. Participants must **adhere to their directions at all times**.
- All entries to **maintain a 20 metre distance** between each float at all times during the Parade.
- All entrants are requested **NOT** to stop the flow of the Parade unless absolutely necessary. Please no 'demonstrations' in front of the official party or for the benefit of cameras etc.
- All vehicles travelling to and from the Parade must be road registered and obey all road rules. If required an "unregistered permit" for the day may be obtained from Service SA at 11 Helen Street. This form (MR2) can be downloaded prior from [www.sa.gov.au](http://www.sa.gov.au)
- Throwing of any item from a float is prohibited, as it may encourage young people to run out in front of moving vehicles. This includes the discharge of water from water pistols.
- Entries are encouraged to continue activities and music on the floats to Vansittart Park Oval entry gates.
- If young children are aboard vehicles, please make sure they receive adequate adult supervision and that reasonable restraining measures are in place, i.e., a rope barrier, straps, hay bales or decorated fence.
- By entering in the Parade you agree to the City of Mount Gambier taking photographs and video footage of your entry, including individuals involved. You further accept that the City of Mount Gambier have the authority to publish and use this material for subsequent advertising and marketing purposes.
- No alcohol is to be consumed by any participants in the Christmas Parade or afterwards during the Party in the Park at the Cave Garden as the city centre is a designated Dry Zone. No alcoholic beverage containers are to be featured in float displays or vehicles.
- No smoking permitted on or near Parade entries or during the Parade & Party in the Park.
- Each float to have a fire extinguisher and first aid kit.
- The City of Mount Gambier requires entrants to be covered by their own public liability insurance on the day of the Parade. If groups or individuals do not have public liability insurance, then they are required to inform organisers when submitting their entry form.

## THINGS TO CONSIDER

- The safety of yourself and others, including where you position participants on vehicles.
- How to prevent people and items accidentally falling from floats.
- The use of electrical appliances in all weather conditions. Appliances should be "tagged and tested" to comply with Australian Standards and be water resistant.
- Items and props should not pose a threat to participants or audience members.



## PARKING & PARADE SAFETY AT VANSITTART PARK

Vansittart Park will be open from 9:30am to 10:00am on Parade Day, Saturday 16 November 2019 for the parking of those vehicles who need to assist in the unpacking of a Parade float once that float has arrived after the Parade. Each Parade entry will be issued with two (2) permits and those designated vehicles **MUST** park in the extreme North West corner, Western side of the oval surrounds. Permits are issued on Parade Briefing Night. No vehicles will be permitted to enter Vansittart Park after 10:00am. All vehicles are to arrive and depart from Vansittart Park via the Victoria Terrace gate.

The Parade Advisory Group is working to achieve continuous improvement in respect of children being collected after participation in the Parade. No vehicles will be permitted to enter Vansittart Park after the Parade commences.

### **Parents or teachers are not permitted past the barrier zone to collect participants or children from their float.**

Parents are encouraged to park off site and walk into the park via the pedestrian gateways as marked. They will be directed to the main oval by Marshalls in green vests where they can locate relevant collection point for their school.

Children are not permitted to be removed from floats until the float is parked in the designated area and stationary. Volunteer marshalls will escort nominated adults (issued with a pass) or teachers/adults present on floats to offload children from floats and guide them to the main oval area for collection by parents or teachers. As per example below each school to display a banner for parents to easily identify collection point for their children. Each school to have containers available for students to hand in any items used during the parade.



## EXIT INSTRUCTIONS

All Parade entries will travel along Commercial Street and then turn right into Wehl Street North before turning left through Federation Arch and into Vansittart Park.

All foot traffic must either continue straight onto the Oval via the Pedestrian gate or turn left upon entering Vansittart Park. For safety reasons, **pedestrians must NOT follow floats** instead enter Vansittart Park via gate directed by volunteers onto oval due to moving vehicles.

**All vehicle entries must turn right when entering Vansittart Park** and park their vehicles according to the direction given by marshals or SES volunteers before allowing participants to disembark on the **right-hand side of the float**.

All vehicles must **EXIT** Vansittart Park through the Victoria Terrace gate and must turn **RIGHT** onto Victoria Terrace and turn **LEFT** onto Jubilee Highway West.

No left turn will be permitted onto Victoria Terrace from Vansittart Park.

STREET CLOSURES	
<b>COMMERCIAL STREET EAST</b> <b>“SNOW TO CHECK THESE”</b>	<ul style="list-style-type: none"> <li>- Between east side of Davison Street and Bay Road/Penola Road. With the exception of the Ferrers Street/Mitchell Street intersection, North/South traffic will be permitted to cross Commercial Street East until 8:30am.</li> <li>- The section of Commercial Street East between Crouch Street and East side of Davison Street will remain open until 10:30am.</li> </ul>
<b>WATSON TERRACE</b>	<ul style="list-style-type: none"> <li>- North/South leg adjacent to Jens Hotel between the hours of 7:00am and 1:00pm.</li> <li>- East/West leg off Bay Road between the hours of 8:00am to 12:30pm.</li> <li>- North/South leg adjacent to Jens Hotel/Cave Garden between the hours of 12:00 noon to 5:00pm.</li> </ul>
<b>COMMERCIAL STREET WEST</b>	<ul style="list-style-type: none"> <li>- Between Bay Road/Penola Road and Wehl Street.</li> <li>- North/South bound vehicles will be permitted to access Commercial Street West intersection until 10:45am.</li> <li>- Between Wehl Street and Bertha Street between the hours of 10:45am to 1:00pm.</li> </ul>
<b>CROUCH STREET SOUTH</b>	<ul style="list-style-type: none"> <li>- Between Commercial Street East and Sturt Street.</li> </ul>
<b>WEHL STREET NORTH</b>	<ul style="list-style-type: none"> <li>- Between Commercial Street West and Wyatt Street/Eglington Terrace.</li> </ul>

ROAD RULES & CONDITIONS ON EXEMPTIONS FROM AUSTRALIAN ROAD RULES	
<i>Persons taking part in the Parade are <b>exempt</b> from the following Road Rules when on closed roads:</i>	
<b>Rule 221</b>	Using hazard warning lights
<b>Rule 230</b>	Crossing a road – general
<b>Rule 231</b>	Crossing a road at pedestrian lights
<b>Rule 232</b>	Crossing a road at traffic lights
<b>Rule 234</b>	Crossing a road on or near a crossing for pedestrians
<b>Rule 238</b>	Pedestrians travelling along a road (except in or on a wheeled recreational device or toy)
<b>Rule 264</b> <b>Condition on Exemption:</b>	Wearing of seat belts by drivers <i>provided the speed of the vehicle does not exceed 25km/h</i>
<b>Rule 265</b> <b>Condition on Exemption:</b>	Wearing of seat belts by passengers 16 years old or older <i>provided the speed of the vehicle does not exceed 25km/h</i>
<b>Rule 266</b> <b>Condition on Exemption:</b>	Wearing of seat belts by passengers under 16 years old <i>provided the speed of the vehicle does not exceed 25km/h</i>
<b>Rule 268</b> <b>Condition on Exemption:</b>	How persons must travel in or on a motor vehicle <i>provided the speed of the vehicle does not exceed 25km/h</i>
<b>Rule 269</b> <b>Condition on Exemption:</b>	Opening doors and getting out of a vehicle etc <i>provided the speed of the vehicle does not exceed 5km/h</i>
<b>Rule 298</b> <b>Condition on Exemption:</b>	Driving with a person in a trailer <i>provided the speed of the vehicle does not exceed 25km/h</i>



## 2019 Mount Gambier Christmas Parade ENTRY FORM

**Deadline for entry is 5:00pm on Thursday 31 October 2019.**

Return entry forms to PO Box 56 MOUNT GAMBIER SA 5290

email to [city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

<b>Name of Float/Entry:</b> <small>(this will be printed in the program)</small>			
<b>Name of Organisation/Group/Individual:</b> <small>(this will be printed in the program)</small>			
<b>Contact Person:</b>		<b>Phone:</b>	
<b>Address:</b>			
<b>Email:</b>			
<b>Contact name &amp; number on Parade Day:</b> <small>(if different from above)</small>			

Mode of transport for entry – Please verify with vehicle owner		Approx. length
<input type="checkbox"/>	<i>Large Truck (semi-trailer - 3 axles or more)</i>	metres
<input type="checkbox"/>	<i>Small Truck (2 axle vehicle)</i>	metres
<input type="checkbox"/>	<i>Car with towed float/trailer</i>	metres
<input type="checkbox"/>	<i>Single car</i>	metres
<input type="checkbox"/>	<i>Bicycle</i>	metres
<input type="checkbox"/>	<i>Walking/Marching</i>	metres
<input type="checkbox"/>	<i>Other _____</i>	metres

All bike and scooter riders, rollerblades and skateboarders are required to wear an Australian Standards approved helmet during Parade.

<b>Number of Children participating:</b>	
<b>Number of Adults participating:</b>	
<b>Number/Type of Animals (if applicable):</b> <b>NOTE: Any animal residue to be collected as it occurs</b>	
<b>Will your entry include noise/music?</b>	<b>Yes / No</b> <small>Please Circle</small>
<b>How will music be played?</b> eg. CD Player, Singing etc	
<b>Does your entry have another group/club/organisation as participants?</b>	<b>Yes / No</b> <small>Please Circle</small>
<b>If Yes, what is the name of other group/club/organisation?</b>	
<b>Do you have Public Liability Insurance?</b>	<b>Yes / No</b> <small>Please Circle</small>
<b>If yes, have you attached a copy to your entry form?</b>	<b>Yes / No</b> <small>Please Circle</small>

**Please note: If your organisation has Public Liability Insurance, proof of such is required to secure your entry in the Parade. If you have another organisation involved with your entry, we also require their proof of Public Liability Insurance.**



**N.F. McDONNELL & SONS**

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or email to [city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

### **INDEMNITY**

In addition to the inherent risks, I am aware that participating in the 2019 Mount Gambier Christmas Parade may involve a significant degree of risk of physical harm to me and/or entrants I represent. Dangers include, but are not limited to: Injury from falling, Injury from collision, physical exertion and/or weather extremes, which may be subject to sudden or unexpected change.

### **MEDIA CONSENT**

The City of Mount Gambier acquires photos, video footage and other forms of media for the use of promotional purposes and activities to be used at the discretion of the City of Mount Gambier.

This media may also be used by the City of Mount Gambier for other promotional material/publications or social media for alternative purposes.

By signing this consent form, you acknowledge all participants appear voluntarily and of their own free will and agree that all images/ footage obtained throughout the Mount Gambier Christmas Parade may be used by the City of Mount Gambier.

### **MEDICAL CONSENT**

As an individual/parent/guardian, I further authorise the employees, volunteers, agents, and other servants of the City of Mount Gambier to obtain such medical assistance and/or treatment, as may be required that is deemed necessary, including medical, ambulance and hospital services. I further agree to pay the costs of such treatment.

**YES / NO (please circle)**

#### **Supervisors**

I have sought the appropriate approval from entrants under my supervision and/or their parent/guardian (if under 18) entering in the Mount Gambier Christmas Parade, including obtaining the appropriate medical consent and consent to obtain such medical assistance and/or treatment, as may be required that is deemed necessary, including medical, ambulance and hospital services.

**YES / NO (please circle)**

I agree to hold harmless the City of Mount Gambier, its employees, volunteers, servants 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 Mount Gambier Christmas Parade.

In addition, I hereby agree to indemnify the City of Mount Gambier, its 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 related to my, and/or the entrants I represent acts, errors or omissions.

☐

**I have read all the information provided in this application, including the requirements and considerations and agree to abide by them.**

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

On behalf of the entry: \_\_\_\_\_ Date: \_\_\_\_\_



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## **2019 Mount Gambier Christmas Parade ENTRY FORM**

### **Description of your float:**

(to be used as introduction of your float for the commentating of the live stream, on website [www.brassbanned.com](http://www.brassbanned.com) )


### **Description of organisation / business / club or association / individual:**

(to be used as an introduction for the commentating of the live stream [www.brassbanned.com](http://www.brassbanned.com) )


**Please retain pages 1-4 for your records & forward completed Entry Forms (pages 5-7) to:**

City of Mount Gambier  
PO Box 56, Mount Gambier SA 5290  
Or email: [city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

*Deadline for entry is 5:00pm **Thursday 31 October 2019.***

**Enquiries to:**

**Denise Richardson, Team Leader Community Events**

**Phone: (08) 8723 1025 or 0419 871 436**

**Xarnia Keding, Community Events Officer**

**Phone: (08) 8723 3901**