



2016 Calgary Exhibition & Stampede (CS) Parade Application Information, Rules and Regulations

Our Primary Focus is the Safety of Spectators, Entrants & Livestock!

Last Updated: February 10, 2016

in Calgary families, visitors to our city and television audiences around the world. The tradition of the parade is over 100 years old as a light-hearted celebration of our community and western values. Parade entries are selected based on the value they bring to our audiences and therefore need to be of quality, and be family friendly, entertaining, inclusive and inspiring. The purpose of the parade is to entertain, so entries that promote negative role-models, or are distracting, offensive or polarizing are not permitted. Although commercial entries are permitted, all must carry a message of goodwill rather than simple advertising.

General Information

TO ENTER: Entries by invitation and/or application approved by the CS Parade Committee. There is no entry fee.

APPLICATION CLOSING DATE: The CS Parade Committee MUST RECEIVE all Applications with full description, photograph/ illustration by **February 29, 2016**. Successful applicants must then provide a suitable Certificate of Insurance. Due to the high number of applications each year, LATE or INCOMPLETE Applications may not be accepted.

INSURANCE: All Entries approved for the 2016 Stampede Parade MUST provide a Certificate of Insurance as evidence that insurance is maintained for your Entry and all your Entry's Participants. This includes: (1) Comprehensive General Liability ("CGL") insurance with a minimum limit of \$2,000,000 for each occurrence and (2) if vehicles are used in your Entry, Automobile Liability Insurance with a minimum limit of \$2,000,000. **Your Certificate of Insurance must be provided by June 1, 2016.** Your CGL insurance must name the **Calgary Exhibition and Stampede Limited, the Fort Calgary Preservation Society and the City of Calgary as "additional insured"**.

If you do not have the appropriate insurance please contact your insurance broker or contact: Mr. Eddie Fung (efung@BFLCanada.ca), or Mr. John Rowe (irowe@BFLCanada.ca) at BFL Canada Inc., #200,1167 Kensington Crescent NW, Calgary, AB T2N 1X7 Phone: (403) 451-4132 or Fax: (403) 313-3365. This agency has agreed to handle insurance for our 2016 Stampede Parade Entries.

SAFETY: All participants are responsible for ensuring that the design and operation of their Entry is safe and reliable.

AUTOMOBILES: these are not permitted as an Entry. Should you wish to supply an antique automobile for [parade committee consideration](#) please contact antiquevehicles@calgarystampedeparade.com.

SPONSORSHIP/COMMERCIALISM: Recognition of commercial sponsors is acceptable, provided that it is done tastefully, meets CS Parade Standard and the commercial message does not dominate the Entry. The CS Parade Committee reserves the right to reject blatantly commercialized Entries.



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FINAL DECISION: The CS Parade Committee will make the final decision on the acceptance or rejection of all entry applications and may limit the number of entries in any one category. Should your entry be unsuccessful in its application, and upon issuance of the "Letter of Rejection", any appeals shall be directed to the CS **Parade Chair** and

postmarked no later than **May 5, 2016**. **NOTE: are dates in red correct for 2016?**

These rules apply to ALL entries

1. Your completed signed and/or electronically submitted Application Form is your ACCEPTANCE, on behalf of your Entry and all your Entry's participants, of all Calgary Exhibition and Stampede (CS) Parade Rules & Regulations.
2. The Calgary Exhibition & Stampede assumes no responsibility in connection with, and makes no representation as to safety of any Parade Entry, in whole or in part, solely by reason of compliance with CS Parade Rules and Regulations.
3. The ultimate responsibility for safety lies with each individual Entry. Entries must comply with all CS Parade Rules and Regulations as well as comply with all Government Regulations, safety codes, manufacturer's recommendations and similar standards.
4. NO vehicles are permitted at Fort Calgary before NOON on Thursday. Any vehicles parked before then will be towed at the owner's expense.
5. On Parade Day, all Entries must be in possession of their "Letter of Acceptance" issued by the CS Parade Committee.
6. The CS Parade Committee determines location of all Entries in the Parade and the Entry **must** maintain that position throughout the parade unless otherwise directed by a CS Parade Official.
7. All Entries including personnel must be in position and ready for judging by 7:30 a.m. on parade day. NOTE: CS Parade Officials may, in some cases, direct earlier positioning and/or judging. Float entries are judged Thursday evening before the parade and most horse entries, excluding horse drawn floats, are judged at Fort Calgary beginning at 6:30am parade day.
8. CS Parade Officials will reject any Entry on Parade Day that does not meet the regulations or conform to the description on their Parade Application. The only exceptions would be for Entries arriving in better appearance than described!
9. Parade Pace: All Entries, (including Marching Bands), must be willing & sufficiently physically fit to maintain both the parade Pace (3.8kph = 210ft/min) & Spacing (2 on-road white "skip-lines" between Entries). Entries unable or refusing to maintain parade walking pace and/or spacing (as CS Parade Officials direct) may be removed from the parade route.



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10. All instructions of CS Parade Officials must be obeyed. Failure to do so will result in removal from the Parade & may jeopardize participation in future CS Parades. SAFETY is our first priority - yours and our spectators!
11. CS Parade reserve the right to remove any Entry, at any time, whether as a result of safety concerns, interference with the Parade's progress or any other reason that parade officials deem appropriate.
12. The CS Parade has a **ZERO TOLERANCE policy** for those choosing to abuse our Volunteers or our Entries. Please promptly report violators to Parade Officials on route (or afterwards to the Parade Committee Chair).
13. The Calgary Stampede Parade reflects the Stampede's Western Heritage and Values to our nation-wide audience - Inappropriate music (profanity/swearing/degrading, etc.) or attire unsuitable for viewing by our family audience is not acceptable.
14. **FOR SAFETY REASONS**, All Entries are prohibited from throwing or otherwise distributing materials along the Parade route, before, during or at the conclusion of the CS Parade.
15. The use of noisemakers or band practice is forbidden near animals. **The Firing of Firearm is not permitted (Live or Blank)!**
16. All sound systems must have the prior approval of the CS Parade Committee.
17. All decorative materials must be fire retardant. The use of open flames on any Entry is **strongly** discouraged!
18. All motorized tow units and self-propelled floats **MUST** have a valid 10 lbs ABC Dry Chemical fire extinguisher minimum. The extinguisher must be inspected in accordance with N.F.P.A. Art. 10 within the last year, charged, sealed and tagged to indicate date of last service. Where secondary control areas are incorporated into the float design, an additional Dry Chemical fire extinguisher (10 lb. ABC Dry Chemical minimum) **MUST** be located in this area. ALL fire extinguishers must be readily accessible to float operators. Operators must be familiar with the proper operation of the fire extinguishers.
19. Fuel tanks should be topped off just prior to the parade. Containers of fuel **MUST NOT** be carried on any parade Entry.
20. All vehicles must be in good mechanical condition and properly serviced prior to the Parade. Special attention must be paid to cooling systems, exhaust systems, brakes, steering and tires.
21. Provision for emergency towing must be available on all motorized units (e.g. tow hook, tow chain or other such device).



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22. Hitches on tow vehicles, wagons and carriages must be in good repair and equipped with safety chains.
23. Drivers and other persons on all Entries must have a means of **RAPID** escape in an emergency.
24. All riders on/in all horse drawn wagons, floats or motorized float Entries must have appropriate individual seat belts, body supports or other body restraints that have been checked by the CS Parade's Safety Subcommittee.
25. **ALCOHOLIC BEVERAGES AND PROHIBITED DRUGS ARE FORBIDDEN.** Participants whom CS Parade Officials believe have consumed alcohol or prohibited drugs prior to or during the Parade will be ousted from the Parade.
26. For safety reasons, participants shall not mount/ dismount from Entries unless the Entry has come to a **complete** stop.
27. **PERFORMING FOR MEDIA:** Entries must not slow from the parade pace along the "On-camera" areas nor stop for media interviews. Entries so choosing to "extend" their time on camera, at the expense of those Entries behind them on the parade route will be removed from the parade & prohibited from future CS Parade participation, for a period determined by the Committee. **Please respect other parade entries - just as you wish your entry to be respected.**
28. The use of hand-held communication devices are not acceptable while on route or during the parade operations. Safe operations of our entries are very important to the safety of you and everyone around you. The parade is held for the spectators along the parade route and huge TV audiences they all are looking forward to your attention and enthusiasm.
29. **TROPHIES:** Winners of major trophies will be provided with miniature trophies or plaques for permanent retention. The major trophy remains the property of the CS Parade Committee. If, in the sole opinion of the Judging Sub-committee, there are insufficient Entries to warrant judging in a specific category, then no award will be presented.



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Special CS Regulations for FLOATS

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1. Floats must be 100% decorated - No part of the vehicle on which the float is built, or in the case of a two- unit Entry, no part of the towing unit or the float chassis will be visible.
2. No flat deck trucks or lowboy units are allowed. Pick-up trucks or automobiles may ONLY be used as a means of propulsion under a float or as a towing unit, IF NOT RECOGNIZABLE in their basic form. Tarps/Blankets etc. are unacceptable.
3. All self-propelled and towing units must be equipped with an operational braking system capable of stopping the unit in an emergency. Towing units must have sufficient power to pull the unit around the Parade route. (**Note:** While the Parade route is basically level, there are two grades associated with overpasses).
4. Towing vehicles and self-propelled units must be in good mechanical condition and properly serviced prior to the parade with special attention to cooling systems, brakes, steering and tires.
5. Drivers require a clear 180-degree field of vision to the front - or said Entry requires a walker just off of each front corner. In special cases, the CS Parade Committee may authorize use of ground guides (walkers) in radio contact with the driver.
6. Exhaust pipes must extend well beyond the decorations and must be vented to the side of the unit to ensure proper ventilation for the driver and following Entries. Auxiliary generators, if not exhausted to the side, should be mounted in a ventilated container at the rear of the float.
7. Each float rider MUST have an appropriate body support or seat belt securely fastened to the float. In the case of seat belts, the belts must be worn on the outside of the costume (A piece of knotted rope is not sufficient). In special cases, the CS Parade's Safety Sub-Committee may authorize the use of railings around the perimeter of the float deck. Such railings must be of solid construction with top and intermediate rails. The top rail shall be a minimum of 36 inches above the float deck.
8. To ensure high quality entries have exposure to national and often international media, the CES Parade provides a very limited number of Quad type towing vehicles equipped with heavy towing straps. This could permit a float experiencing an unexpected motor failure to be towed the remainder of the parade route; on an failure basis only and as determined by CS Parade Officials. We will be requesting the TV cameras keep the small towing unit out of frame, should one be have to be used.



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9. In addition to the standard provision for emergency towing (e.g. tow hook, tow chain or other such device) all floats now must be equipped with a suitable and quickly accessible connect point for tow strap hook up (both motorized and horse drawn units). Your Key Contact must be able to immediately point out the towing point on your entry. A centrally located hard point at the front of each float is recommended. Entries without such provisions for tow straps will not be towed down the route under any circumstances.
10. Maximum Entry Dimensions:
- a. **Height:** 12 feet maximum height above the ground. In the case of INFLATABLE ENTRIES, all must be able to maintain the parade pace while rapidly lowering over-height Entries to safely avoid overhead obstacles. (There are 35+ traffic lights, LRT (Transit) Power-lines & pedestrian overpasses along the parade route).
 - b. **Length:** 40 feet maximum single piece length, exclusive of an articulated towing unit.
 - c. **Ground Clearance:** the frame must be high enough off the ground to clear surfaces and obstacles (e.g. not less than 6 inches off the ground **when fully decorated and loaded**).
 - d. **Width:** for movement to the Parade area, Entries must comply with Provincial Regulations (e.g. 8 feet 6 inches) unless the entrant arranges special permits/permission and any required police escorts well in advance.
- The suggested maximum on the Parade route is **14 feet**. Entries exceeding this suggested maximum require the **PRIOR APPROVAL** of the CS Parade Operations Sub-Committee. **Maximum width on the CS Parade route includes foldout decks and/or outriggers**. In all cases, the limiting factor is the ability of an Entry to negotiate the corners along the Parade route.
11. Containers of fuel **MUST NOT** be carried on Entries. Fuel tanks should be topped off just prior to the parade. Fuel tanks **must** be securely fastened, located well away from exhaust pipes, generators and must be equipped with an approved cap.



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Special CS Regulations for EQUESTRIAN / LIVESTOCK Entries

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1. The Calgary Stampede Parade has a **ZERO TOLERANCE** Policy to animal abuse. Persons abusing animals shall **immediately be removed** from the CS Parade & reported to appropriate authorities.
2. All livestock shall be in good health and sound condition. All Parade Entries shall exhibit proper disposition and control of all animals in a parade environment, without assistance.
3. Fresh water is available via hydrants and hoses available at 3 locations as indicated on the Fort Calgary map. Please remember to bring your own buckets/pails. Using the river as a water source is discouraged due to the fast and high water levels experienced from time to time.
4. **All manure must be cleaned up and placed in one of the large disposal bins provided throughout Fort Calgary as identified on the Fort Calgary map.**
5. All tack, wagons, carriages, etc. shall be complete and in good repair. **(Horse Drawn Floats - also see Float Regulations)**
6. All accessories must be secured and are not to interfere with the livestock.
7. All light and heavy horse hitches **shall** have an assistant in the front seat of the wagon.
8. Any hitches in excess of two horses **shall** have at least one (1) assistant on the ground - unless pre-authorized by the CS, Parade Committee Safety Sub-Chair.
9. Any equestrian/livestock Entry deemed to violate any of the Rules or Regulations may, **if practicable**, be given the opportunity to correct the deficiency. If it cannot be corrected, they will not be permitted to participate in the CS Parade.



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Special CS Regulations for PRELUDE & Mascot Entries

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Prelude is on street entertainment for our parade audience as they wait for the parade. Performances occur in designated locations and entries are provided an opportunity to perform in 4 to 7 locations along the route. During this time Mascots will also be walking along the route.

1. Entries must be able to physically perform a minimum of five performances, 7 minutes per performance
2. Entries must be able to move to next location, anywhere from one to three blocks, within a 3 minutes timeframe
3. No motorized vehicles other than golf carts may be used in the entry. The conveyance must be an integral part of the entry and be fully decorated to match the entry. As a safety precaution, all conveyances must have a spotter to assist the driver in manoeuvring along the route.
4. All mascots are required to walk and must have a handler with them.



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General Information - FORT CALGARY

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General Information - FORT CALGARY

1. As previously stated, **NO VEHICLES WILL BE ALLOWED ON FORT CALGARY BEFORE NOON (12:00 P.M.) THURSDAY**. Any vehicle parked will be towed at the owner's expense.
2. Once an entry is approved, horse entries requesting to use Ft. Calgary are required to submit a vehicle description, owner's name and licence plate number. Livestock trailers, campers and their respective tow vehicles are only allowed on site. Exceptions are only made for special circumstances. Only pre-approved vehicles will be allowed on site. Passenger vehicles, (cars, SUV's, trucks not required to pull a trailer) are required to park in an adjacent lot. Conveyance will be provided to and from the lot.
3. Fort Calgary is an urban park which is historically significant. Participants using Fort Calgary are required to keep their site clean of garbage and manure. Garbage and manure bins are provided onsite. Site is to be left as it was found.
4. Roadways marked by pylons and/or survey stakes are to be maintained and passable by Emergency vehicles at **ALL TIMES**.
5. Water for livestock is provided at Fort Calgary. It is the responsibility of the livestock owners to provide buckets or some means of moving water back to the site where the livestock are being kept.
6. Participants are required to keep their belongings under their supervision at all times. Any unattended or suspicious items (bags, etc.) will be removed. In the event the park had to be evacuated, Parade Participants and Volunteers are to move as instructed to a predetermined muster point.
7. Participant's horses are only to be lead or be road off Fort Calgary on Parade morning for the purposes of participating in the Calgary Stampede Parade. It is illegal to ride a horse in Calgary on public property (roads, bicycle/walking paths, boulevards, along the river), therefore are susceptible to ticketing and/or possibly having their horses seized by City of Calgary Police and/or Bylaw. Calgary Stampede Parade Committee also reserves the right to disciplinary actions at the committee's discretion.



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- 8, Participants are to conduct themselves in a responsible manner respecting other participants, volunteers, and neighbouring communities. Though the Parade Committee and the Calgary Stampede make efforts to ensure the safety of personal, livestock, and property, it is the responsibility of the Parade Participants to insure the safety of bystanders and/or private or public property within their control or supervision.
9. Participants approached by Stampede Committee Volunteers identified as Parking, Security or Horse Safety shall do as instructed. Comments or concerns are to be directed to the Entries Content Coordinator.
- io. Abuse of Stampede Volunteers will not be tolerated or accepted. The Calgary Stampede Parade Committee reserves the right to remove individuals and/or entries from Fort Calgary and/or The Calgary Stampede Parade at the committee's discretion.