



Santa's Parade of Lights

2378 Holly Lane, suite 201

Ottawa, Ontario K1V 7P1

www.paradeoflights.org

To all Parade Participants,

Greetings from Parade Central, plans for this year's Parade are coming together and here is the information we have for your organization concerning Parade Day. Once again Parade Day will be Sat. Nov. 26/16 and all entries will be marshaled on St-Joseph Blvd. between Hart Rd. and Youville Dr. (East-bound lanes). This is the same marshalling area that was used last year. Please refer to the marshalling file for your entry line up location, and pay special attention to the time we ***need*** to have your vehicle and/or trailer in place. Entries using large vehicles with trailers will be positioned early in the afternoon to ensure we don't have problems with getting vehicles in to place. The participants accompanying the float are only required to be on location for 5PM.

Reminder, the left lane will be kept open at all times, and the right lane will be used to park entries (try to stay as far right as possible). Drivers should not leave their vehicles until they confirm they are in the right spot, marshals will be on site to help this process.

We are pleased to announce that TD CANADA TRUST is our continuing presenting Sponsor helping us to build a stronger Community.

A shuttle bus service will once again be offered to all Participants, running from 255 Centrum Blvd. in front of the Client Service Center, watch for signs on the north sidewalk. The shuttle will be available from 2PM onwards, with the last shuttle at 5PM (due to traffic congestion). Participants being dropped off at the Parade Marshalling site are encouraged to be dropped off on Youville Dr. so they can walk up to their float. Vehicles cannot stop on St-Joseph Blvd. due to heavy traffic movement. No parking is available at the marshalling site.

Go-Huts will be located nearby. 2 at the intersection of St-Joseph and Youville and 1 at the end, St-Joseph and Prestone.

The Judging Site will be located at the corner of St-Joseph Blvd. and Orleans Blvd., all entries should be in performance mode as they pass by the judging stand.

Each entry will be judged in one of the following categories: **Best Band** (marching or on float), **Best School Entry**, **Best Novelty Entry**, **Best Christmas Spirit**, the **Michael McIntyre Memorial Trophy** (service clubs, associations, private), **Best Commercial Entry**, **Best Clown/Mascot**, and the **Jim Anderson Memorial Trophy** (Parade Grand Champion).

The Parade, will Start at 6PM with or without you! We will not hold up the Parade and will move on to the next entry should yours not be ready. Like-wise if your entry has mechanical difficulties on the Parade route, the Marshals may remove your entry from the Parade. Please keep your entry rules with you as we will **enforce them** especially the rules pertaining to **no open flame, no handouts such as paper flyers or coupons,** Candy handouts must be done **hand to hand (no throwing)**, and the most important one, **entries must be decorated with lights suitable to the occasion.**

A post parade reception will be held to award the winners of each Category a trophy and plaque at the TD CANADA TRUST branch @ St-Joseph Blvd. and Orleans Blvd.. Winners from each category will be contacted on Sunday Nov. 27/16. At that time, we will ask that winning entries provide a representative to attend the Awards ceremony on the following Wednesday evening at 6:00 PM. This will be a media and photo friendly environment so we can let the whole City know of our Winners.

Once again, Thank You for Participating in our Parade of Lights and I look forward to seeing you all there Saturday.

Sincerely,

Bob Rainboth
Parade Chairman
880-3473 (CELL)

Ken Walton
Parade Co-Chair
913-3980 (CELL)

Participants and vehicles should be ready for 5PM.