Waiuku NZ Steel Christmas Parade 2026

Theme: ***Merry & Bright Christmas***

APPENDIX 1 – Event Rules

While everyone is keen to encourage a "fun" day for the Parade, we must insist on safety and compliance by ALL participants. In these interests, please be aware of the following regulations.

1. **Driver**
   As in all motor vehicles the driver is responsible for the vehicle and its load. A parade is no different and a declaration is at the foot of the Entry Form for the driver to sign. One copy is to be returned and another to be retained in the vehicle by the driver.

2. **Parade Route**
   The parade route goes from rugby park along King St, Queen St, Kent St, Domain St, Court St, Queen St, then returning to Rugby Park. All parade vehicles are to take this route. The parade will leave the rugby grounds at 5pm provided traffic marshals allow this.

3. **Road Rules**
   Normal road rules apply. Any transgressions will be dealt with by the police – no exceptions.

4. **Road Closure**
   While there is a road closure in place for Queen Street between King Street and Kirk Street, emergency and business vehicles may require access at some point. Please be aware of their possible entry.

5. **Emergency Situtation**
   Access to the Parade route will be allowed for any emergency vehicle with direction and communication via the Parade Health and Safety Advisor and Parade Marshalls. Notification to all Parade Officials is required to ensure a smooth safe transfer. This may require the movement of procession vehicles to the side of the route. Those walking will be instructed to move to the side of the route to allow access for the emergency vehicle, then to return to normal procession locations on the route.
   The location of the emergency vehicles destination is required (if known). The Parade Management and Marshalls will control the public in and around the Parade route in the event of an emergency situation and they will control access at all entrances and exits. The volunteers who are providing their own vehicles for the Parade are reviewed on the day of the Parade.
   If a vehicle has a mechanical malfunction the Parade Health and Safety Advisor will take charge, isolate the area and remove all persons from the area and if required have the emergency services contacted. The primary objectiveis the prevention of harm to a Parade participant and the public..

6. **Vehicle Size**
   Due to difficulties in float manoeuvrability maximum float dimensions are to be 3m (height) x 2.5m (width).

7. Assembly

Marshalling of the floats will be at Rugby Park where all floats must be assembled for the judging by 3.30pm. Failure to assemble before this time will mean your float may not be judged and miss the opportunity to win the prize money and prizes available.

8. Theme

Floats will have "Merry & Bright" theme which gives flexibility for a wide range of ideas. Final entry is at the discretion of the assembly marshals.

9. Dangerous and Unroadworthy Floats

Please note that while parade routes are closed to traffic, floats must comply with traffic regulations both to and from the parade. All vehicles will be checked for registration and WOF. If you intend using a vehicle which is outside of the Road Regulations, contact Michelle Crow, Event Organiser, WB&DA on (021) 0827 5763 to discuss further.

10. Water/Bubbles

There are to be **no** water pistols, water balloons, bubbles or other similar objects on any float or in the possession of individuals associated with the float**.**

11. Giveaways

Nothing is to be thrown from vehicles at any time. Lollies or giveaways may be distributed with prior permissions but must be handed out by people walking kerbside of the parade vehicles only and handed directly to recipients on the pavements.

11. Speed

All vehicles must travel at a safe speed – including when they have finished at the parade route but still have people aboard (eg – when returning to drop off points). Vehicles will be close to the crowd. The crowd must be treated as pedestrians. Drivers/float managers are asked to be aware of crowd movements, to respect the instructions of event organisers and ensure the safety of their on board passengers at all times.

12. Supervision

If there are children participating on the float or walking alongside the following children (under 14) and adult (over 18) ratios will apply:

- Children aged between 8 and 14 – one adult per five children
- Children aged between 3 and 8 – two adults per five children
- Children under the age of 3 will not be allowed to participate except in the inside of the vehicle in approved child restraints.

13. Common Sense

Common sense must prevail at all times to ensure that the parade can be enjoyed by everyone. This point applies during pre- and post-parade assembly too.

14. Cyclist Management

Marshals assisting at the entry points may encounter cyclists attempting to ride through the high-volume pedestrian area. Please advise cyclists that, for everyone's safety, the area has been closed to cyclists due to the high volume of pedestrians. Politely ask them to either dismount and walk their bike through the area or use the alternative route around the area. If a cyclist becomes argumentative or confrontational, remain calm, do not engage in an argument, and avoid confrontation. If required, refer the matter to the designated Traffic Controller or event supervisor.

15. Wet Weather/Cancellation Day

In the event of the cancellation of the parade due to unforeseen circumstances, organisers have secured a backup date of Sunday, 6th December 2026 and parade would commence at of 2.00pm following the same route. Assembly would be at the same place, Waiuku Rugby Park. Judging would be at 12.30pm

On behalf of NZ Steel and the WB&DA, we would like to take this opportunity to thank you for your contribution in the annual Christmas Parade dedicated to the people and especially the children of the District. The number of spectators that attend the parade shows the appreciation of the effort you have put into your float.

— How To Enter Your Float —

1. Please complete and sign the attached declarations to signify you have read and understood all of the Regulations and Guidelines. Entries must be received by 12th November 2026, 5.00pm.

2. **Retain <u>one copy</u>** of your **entry form** for presentation at the parade on the day – make sure the driver has this signed copy in the cab readily available.

3. **Send the <u>duplicate copy of entry form</u>** (signed and completed) and the **Float Biography** to Michelle Crow, office@waiukutown.co.nz or WB&DA, 2 Queen St, Waiuku 2123