

# Christmas Pageant Float Entrants Terms and Conditions

## Welcome

Thank you for your interest in the annual City of Mandurah Christmas Pageant.

**Proposed Event Date: Friday 28 November 2025**

We suggest you have the following information prepared before starting the online application:

- A description/sketch of your Pageant Float design and vehicle dimensions
- A copy of your Public Liability Insurance (minimum \$20 million)
- A copy of your Product Liability Insurance (minimum \$10 million)
- A copy of your Worker's Compensation Insurance (if applicable)
- A copy of your Personal Accident and Injury Insurance (applicable if owner-operator)
- A copy of your Volunteer Insurance (if applicable)

## Terms and Conditions

The following Terms and Conditions shall apply between the City of Mandurah ('the City'), a body corporate pursuant to the *Local Government Act 1995* and the pageant entrant ('Entrant') applying and subsequently approved by the City to participate in the Christmas Pageant ('Pageant'). The Entrant, by submitting an application, agrees to the terms and conditions as stated below. Headings are for convenience only and do not affect interpretation.

### 1. APPLICATION

- 1.1. Each Entrant is required to supply two adults (over the age of 18) to be Pageant Marshals.
- 1.2. The role of the Pageant Marshal is to line the route of the Pageant and keep the crowds from descending onto the road whilst the Pageant is in progress.
- 1.3. The nominated Pageant Marshals are required to participate at the 'Pageant Marshal Briefing' the week before the event.
- 1.4. Each Entrant is required to provide an Entrant Representative to carry the float leader sign. The role of the Entrant Representative is to walk approximately 3-5 meters ahead of the float for the length of the Pageant route. This role can be shared amongst multiple members.
- 1.5. Incomplete applications submitted to the City will not be considered.

### 2. FLOAT & ENTRANT DESIGN

- 2.1. The height limit of the Entry (vehicles and trailers), including the height of any persons sitting or standing on the Entry, must not exceed 3 metres at its highest point. This is necessary to ensure overhead clearance along certain areas of the Pageant route.
- 2.2. Consideration must be given to the Entrant float length, and its ability to turn in

particular areas along the Pageant route. The total length of the entire float entry, including the vehicle and trailer if applicable used for towing, must not exceed:

- a) 10m in length for a small vehicle and trailer
- b) 8m in length for light heavy ridged trucks
- c) Small coach bus (maximum capacity of 12ppl)

2.3. For any floats that do not meet the above requirements, please contact the City of Mandurah immediately to discuss your float entry.

2.4. Floats that do not meet the above criteria and have not received approval from the City in writing will not be able to participate in the Pageant.

2.5. Bike riding, skateboarding, rollerblading and scooter riding, not including eRideables & eBikes, are permitted in the Pageant; however, appropriate personal protective equipment must be worn. The design of, and equipment used must be specified on the entry form and subsequently approved by the City.

2.6. All Entrants requiring the use of a vehicle and/or trailer must provide the City with a copy of the vehicle registration for the vehicle being used, a copy of the trailer registration for the trailer being used (if applicable) and a photo.

2.7. All vehicles being used for the event must be roadworthy, fit for purpose and comply with the City's Safety Checklist for Floats.

2.8. Only vehicles and rigid trucks up to and including two axles will be permitted entry into the Pageant. This means no semitrailers or large trucks will be permitted due to difficulties that may be encountered along the route.

2.9. All vehicles and floats must have working, fully-visible brakes and brake lights. Any vehicle without working brakes and/or brake lights will be removed from the Pageant.

### **3. VEHICLE DRIVER**

3.1. On the event date, all drivers participating in the event as drivers of Entrant vehicles must provide the City with a current driver's license if requested to do so.

3.2. No vehicle whatsoever is to be driven in the Pageant by an unlicensed driver.

3.3. All drivers must have a blood alcohol limit of zero when driving a vehicle during the Pageant.

3.4. Under no circumstances will drivers with a learner or provisional license be allowed to drive any vehicle in the Pageant.

### **4. SAFETY STANDARDS**

4.1. Entries that have participants positioned on a moving vehicle (no matter what length, height, or type) are required to have fall protection as per Australian Standard 1657 – 1992.

4.2. All electrical equipment and appliances used in an entrant's float must have current and in date (with not less than 6 months validity) test & tag displayed at all times completed by a qualified person to the AS/NZS 3760 Electrical Safety Standard.

4.3. City safety officers will be inspecting all entries on the day of the event. Failure to comply with safety requirements will jeopardise participation in the event. Please refer to the attached safety checklist and contact the City on 9550 3840 for any queries.

### **5. PARTICIPATION**



- 5.1. The Pageant is an alcohol-free, smoke-free and pet-free event.
- 5.2. The conduct and movement of the Pageant will be controlled by the City of Mandurah, the assigned Police supervisor, security personnel and the nominated Pageant Marshals along the Pageant route.
- 5.3. All vehicles are required to maintain a 5km speed limit (walking pace) at all times.
- 5.4. Drivers of vehicles must at all times be aware of walkers, dancers and Pageant viewers and maintain a minimum of 5m distance between other Pageant Entrants. The driver's side window must remain closed at all times.
- 5.5. Floats must at all times remain within the designated Pageant route.
- 5.6. Only one Santa Claus or representation is permitted to participate in the Mandurah Community Christmas Pageant, this being the Santa provided by the City, appearing in the final entry of the parade. To keep the magic of Christmas alive in the eyes of our youngest viewers, any Entrant's float that includes a Santa Claus will be asked to remove that element from their float.
- 5.7. The Entrant will comply with all necessary legislation for the event including that the Entrant must not breach any third-party intellectual property rights.
- 5.8. The Entrant must communicate all terms and conditions within this document to its participating employees and volunteers to ensure they have understood the requirements.
- 5.9. The space allocated for the Entrant to participate in the event cannot be reassigned to any third party.
- 5.10. All participants appearing in the Pageant are expected to perform courteously, in good taste and with the safety of spectators in mind at all times. Entrant's floats must be G-rated and suitable for all ages, with an emphasis on family friendly entertainment.
- 5.11. Children participating in any Pageant Entry must be adequately supervised by adults with the correct ratio of adults to children. As a guideline, children under the age of five should have one adult per four children, and children over the age of five should have one adult per ten children.
- 5.12. All participants in the float entry must be dressed up to demonstrate the floats Christmas theme. This includes adults supervising children.
- 5.13. Late arrivals to the assembly area (after 5:30pm) will be excluded from participating in the event.

## **6. FLOAT HANDOUTS & GIVEAWAYS**

- 6.1. Items (giveaways, handouts, float favours etc) must not be thrown from Pageant Entrants into the crowd.
- 6.2. Items may be passed out in a safe, 'underarm' fashion; however, consideration must be given to the nature of the items to be handed out.
- 6.3. Items of monetary value will not be permitted to be given out along the Pageant route.
- 6.4. The City retains the right to request samples and reject handouts if deemed inappropriate.
- 6.5. For any questions relating to suitable items, please contact the City on 9550 3840.

## **7. CLEANING**

- 7.1. All rubbish and equipment must be removed from the Pageant assembly area and



the site must be left clean/clear. Entrants are responsible for removing rubbish from the allocated site and failure to do so may involve the City, at its absolute discretion, charging the Entrant a fee for clean-up.

## **8. SELECTION**

8.1. All Pageant entries must relate to or be in keeping with the general Christmas season and/or community celebration theme of the event and must be in accordance with the City's values, Plans and Council and City Policies. Entries are not to be used solely as a promotional opportunity for a business or organisation. Entries must have an emphasis on celebrating the holiday season in a family friendly context.

8.2. All entries will be considered by the City and acceptance or otherwise will be advised in writing. All decisions of the City shall be final, and no correspondence will be entered into.

8.3. The City retains the right to not accept, delete and/or modify any aspect of an entry. The City also retains the right to position each entry within the Pageant as it sees fit, giving consideration to content, theme and possible impacts upon other Entrants.

8.4. There are a limited number of Pageant entries for commercial businesses, and preference will be given to floats that promote the Christmas theme and spirit. Acceptance into the Mandurah Christmas Pageant is not guaranteed.

## **9. CANCELLATION**

9.1. The City may cancel the Christmas Pageant at any time, at its sole discretion.

9.2. The City and its insurer will not be liable for any costs or lost revenue, including any consequential loss or loss of opportunity, incurred by the Entrant as a result of a partial or full event cancellation.

9.3. The Entrant is responsible for its own insurance to cover losses that may arise on such occasions.

## **10. INDEMNIFICATION**

10.1. So far as permitted by law, the Entrant indemnifies and releases the City (including its officers, agents and employees) from all liability (including negligence) for personal injury or accident; any property damage or loss (including loss of opportunity); any claim or breach of third party intellectual property rights; whether direct, indirect, special or consequential, arising in any way out of the Christmas Pageant and the Entrant's participation in it (including the Entrant's Float and any persons/participants within the Entrant's control).

## **11. INSURANCE**

11.1. Entrants must ensure they have sufficient insurance to protect against any injury or damage caused to people or property.

11.2. Entrants must have:

- a) Motor Vehicle Insurance for an amount not less than \$20 million for any one event for their float, which endorses the activity (pulling a float) and a minimum \$20 million third party liability.
- b) Public Liability Insurance with a minimum of \$20 million liability.



c) Volunteer Accident Insurance to cover volunteers participating in the event on behalf of the Entrant.

d) Workers Compensation Insurance in place for all of its employees participating in the event on behalf of the Entrant.

11.3. Community groups who require insurance can access the following website for further information: <http://www.localcommunityinsurance.com.au>

## **12. ADVERTISING**

12.1. Any promotion of products or services which may conflict with the City's sponsorship or commercial arrangements is not permitted. If you are unsure please contact the City by emailing [eventsteam@mandurah.wa.gov.au](mailto:eventsteam@mandurah.wa.gov.au) to seek approval.

## **13. MEDIA & PHOTOGRAPHY**

13.1. Photographs and video footage will be taken of the Entrants and their participants. Photographic permission is given to the City by Entrants and their participants, unless the City is informed otherwise. Photos will be used by the City for promotional purposes, and video footage may be streamed live via social media.

13.2. The City retains intellectual property rights to any photographs taken at the event.

13.3. It is the responsibility for Entrants to have obtained parental permission and release (including photographic permission) from the parent of each child before allowing them to participate in the event.

## **14. PRIZES**

14.1. Judges of the Christmas Pageant will be appointed by the City. The winning float will be chosen by the judges representing the City, and their decision is final. No correspondence will be entered into after the winner has been chosen.

14.2. All float entries will be judged in relation to creativity, originality and overall impact. The winner for best float will receive a trophy. This trophy is not exchangeable for cash. In addition, floats awarded First, Second & Third place by the judges will receive the following cash prizes direct deposited into their nominated account:

- a) 1<sup>st</sup> Place \$1000
- b) 2<sup>nd</sup> Place \$500
- c) 3<sup>rd</sup> Place \$250

## **15. VARIATIONS**

15.1. These Terms and Conditions may be changed by the City at any time by way of written notice to the Entrant. Written notice may be sent via email or post to the contact address as provided by the Entrant to the City.

## **16. PARTNERSHIP**

16.1. The acceptance of the Terms and Conditions detailed in this application does not constitute a partnership between an Entrant and the City, and does not authorise the Entrant to act as an agent for the City.



## **17. GOVERNING LAW**

17.1. The Entrant agrees that the terms and conditions are governed by the Laws of the State of Western Australia.

17.2. The Entrant submits to the jurisdiction of the courts exercising jurisdiction in Western Australia, and any court that may hear appeals from any of those courts, for any proceedings in connection with these terms and conditions, and waives any right it might have to claim that those courts are an inconvenient forum.

All decisions of the City shall be final, and no correspondence will be entered into.

Failure to adhere to the Terms and Conditions of the event may result in future Pageant applications being declined.

