

Calgary Stampede Parade Guidelines and Best Practices

Thank you for your interest in participating in the world class Calgary Stampede Parade! We invite you to go through the material noted below and ensure that you have read and understood all the information presented. Should you have any further questions or inquiries, please do not hesitate to reach out to the Entries Sub Committee for further clarification.

GENERAL INFORMATION

TO ENTER: Entries are by invitation and/or application approved by the Calgary Stampede Parade Committee (further known as CS Parade). There is no entry fee.

APPLICATION CLOSING DATE: The CS Parade Committee MUST RECEIVE all applications with full description, photograph/illustration by March 31, 2022.

Due to the high number of applications each year, LATE or INCOMPLETE applications may not be accepted.

INSURANCE: All Entries approved for the 2022 CS Parade MUST provide a Certificate of Insurance as evidence that insurance is maintained for your Entry and your Entry's Participants. All entries required a \$2,000,000 liability insurance certificate that covers additional insurers: The City of Calgary, Fort Calgary Preservation Society and the Calgary Exhibition and Stampede.

If you do not have the appropriate insurance, please contact your insurance broker or this agency has agreed to handle insurance for our 2022 parade entries:

BFL Canada Inc., c/o Dianna Smith
#200, 1167 Kensington Crescent NW, Calgary, AB T2N 1X7
Phone: 403-705-5499
E-mail dsmith@bflcanada.ca

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

AUTOMOBILE: Cars, trucks, motorcycles or any other type of motor vehicle are not permitted as a stand-alone entry.

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

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 1, 2022.



These Guidelines and Best Practices 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 CS Parade Guidelines and Best Practices.
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 Calgary Stampede Parade Guidelines and Best Practices.
3. The ultimate responsibility for safety lies with each individual Entry. Entries must comply with all CS Parade Guidelines and Best Practices as well as comply with all Government Regulations, safety codes, manufacturer's recommendations and similar standards.
4. On Parade Day, all Entries must be in possession of their "Letter of Acceptance" issued by the CS Parade Committee.
5. 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.
6. Float entries including horse drawn floats are judged on route during the parade. All other horse entries are judged at Fort Calgary beginning at 6:30 am parade day. NOTE: CS Parade Officials may, in some cases, direct earlier positioning and/ or judging.
7. CS Parade Officials will reject any Entry on Parade Day that does not meet the guidelines and best practices or conform to the description on their Parade Application. The only exceptions would be for Entries arriving in better appearance than described!
8. 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.
9. All instruction 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!
10. CS Parade reserves 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.
11. 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).
12. All sound systems must have the prior approval of the CS Parade Committee. Inappropriate music (profanity/swearing/degrading, etc.) or attire unsuitable for viewing by our family audience is not acceptable.
13. 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.



14. The use of noisemakers or band practice is forbidden near animals. The Firing of Firearms (Live or Blank), confetti cannons or use of other items that create loud noises are not permitted!
15. 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 removed from the Parade.
16. For safety reasons, participants shall not mount/ dismount from Entries unless the Entry has come to a complete stop.
17. 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.
18. The use of hand-held communication devices is 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 are looking forward to your attention and enthusiasm.

FLOAT ENTRIES

The following applies in addition to the general CS Parade Guidelines and Best Practices:

GENERAL

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. 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. No flat deck trucks or lowboy units are allowed.
4. To ensure high quality entries have exposure to national and often international media, the CS 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 a 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.
5. Sound systems on floats must be positioned such that the speakers point out from the sides of the float.



MERCHANICAL SYSTEM/SAFETY

1. 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.
2. 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)
3. Drivers require a clear 180-degree field of vision to the front and sides, otherwise the entry will require a walker or spotter just off of each corner. In special cases, the CS Parade Committee may authorize use of ground guides (walkers) in radio contact with the driver.
4. 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.
5. Fuel systems must have suitable clearance from exhaust and electrical components. An appropriate gas cap is required to prevent spillage due to fuel expansion. Fuel tanks must be topped up prior to the float entering the Parade route.
6. Auxiliary generators, if not exhausted to the side, should be mounted in a ventilated container at the rear of the float. Exhaust pipes must extend past any skirting and not pose a hazard for person(s) riding on the float.
7. In addition to the standard provision for emergency towing (e.g. tow hook, tow chain or other such device) all floats 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 permitted entry into the CS Parade under any circumstances.
8. Towed floats must also incorporate safety chains into the hit mechanism
9. Fire extinguishers are required on all motorized floats. Fire extinguishers must have a valid inspection tag indicating inspection in the previous 12 months. The requirements for fire extinguishers are as follows:
 - a. Motorized Vehicle – 2.5lbs ABC
 - b. Float – 10lbs ABC
 - c. Additional – 10lb ABC required if there is an auxiliary control position
 - d. Operators of floats must have demonstrated knowledge of how to use a fire extinguisher using the principle of PASS (Pull, Aim, Squeeze, Sweep).



CONSTRUCTION

1. Floats must be constructed of durable materials, suitable of withstanding behind pulled or driven over a variety of surfaces including gravel and pavement.
2. All components of a float must be securely fastened to the float, no materials may be just “placed” or “put” on display. Fasteners may consist of straps, bolts, screws, etc.
3. Decorative materials on a float must have fire retardant properties.
4. Any float that has a driver or operator must provide a means of emergency access and egress
5. Each participant on a float **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 General Safety 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.
6. 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, inclusive 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 width on the Parade route is 14 feet. Entries exceeding this suggested maximum require the **PRIOR APPROVAL** of the CS Parade Operations and Safety 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.



EQUESTRIAN/ LIVESTOCK ENTRIES

The following applies in addition to the general CS Parade Guidelines and Best Practices:

Prior to entering in the Parade all riders must have determined whether your horse is truly Parade worthy. Have they been exposed to the many loud noises and unexpected actions of others around them? Are they accustomed to traffic, clapping noises, changes in footing, balloon, flags, horns honking, loud music and people coming up to them quickly? If you have answered no to any of the above questions, then you have some work to do prior to entry sign up. The Horse Safety Committee has a duty of responsibility to ensure the Parade environment and all participants are adhering to Calgary Stampede Parade Guidelines and Best Practices. Should they feel that you or your horse is not well suited to the environment, you would not be able to participate in the Parade either prior to start up time or during the Parade itself.

GENERAL

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. The Calgary Stampede Animal Care Code of Practice applies to any animal being used in CS Parade (re: <https://corporate.calgarystampede.com/about-us/animal-care>). The guidelines and best practices that apply on the Calgary Stampede Property, apply at any staging site, Fort Calgary, or on the Parade Route.
3. The Calgary Stampede, its personnel, contractors, contestants, competitors and exhibitors will clearly understand and accept their responsibilities. All people involved with and participating in Stampede events will be familiar with the Calgary Stampede Animal Care Code of Practice, where applicable and will comply with the same
4. Children riding on horseback in the Parade must be twelve (12) years old as of Parade day and must demonstrate proficiency in handling the horse at the Horse Safety Check point. Note: The leader of any horse entry must be able to provide proof of a rider's age on request of the Horse Safety Team, failure to comply will result in the rider not being allowed to participate in the Parade.
5. Riders on horseback who are under the age of 16 on Parade day, must wear an appropriate ASTM/SEI certified helmet.
6. Only one rider is allowed per horse.
7. Any rider on a horse may not be secured to that horse by any means. Unless required due to a medical condition and approved by the Horse Safety Team.
8. Riding groups must provide side walkers who are capable of assisting with unruly horses in that entry. The minimum required is one walker (1) per every fifteen (15) mounted riders.
9. Horse Safety Team members have the discretion to remove any horse entry from the Parade for safety or non-compliance with these Special Regulations.



HORSES ON ROADWAYS

1. The Calgary Traffic Bylaw (26M96), under sections 42(1) and 46(1) governs horses on a sidewalk or roadway. Except for certain areas of the City and when there is a parade, there is a prohibition on horses being ridden or led on a street. An escort by a Peace Officer must occur when a horse is on any roadway other than the Parade Route. An excerpt from the Bylaw is included below:

USE OF SIDEWALKS

- (1) Except as otherwise provided in this Section, a person shall not:
 - a. drive, lead or allow a hoofed animal to walk;
 - b. drive, draw or push any motor vehicle;
 - c. ride a bicycle;
 - d. ride a horse; or
 - e. draw, push, propel or ride a wheeled vehicle of any description other than a bicycle on or along a sidewalk, or boulevard.

HORSES AND ANIMALS

- (1) No person shall ride a horse or other animal on any portion of a street except:
 - a. in a parade permitted pursuant to Section 40;
 - b. where permitted on park roadways, by the Director, Calgary Parks; or
 - c. where being used by the Calgary Police Service.
- (2) No person shall drive or lead animals or a herd on any portion of a street.
- (3) A person owning or in charge of a horse or a team of horses shall not;
 - a. stand, permit to stand or tether a horse or a horse and horse drawn vehicle on a street in such a way that it will impede traffic on the street;
 - b. drive or operate a horse and horse drawn vehicle or farm machinery drawn by a horse in the area defined as the Central Traffic Zone;
 - c. drive or operate an animal drawn vehicle, whether empty or loaded on, along or over the bridges leading to and from St. George's Island, St. Patrick's Island or St. Andrews Island, or along or over the streets in the parks located on such islands.
- (4) Notwithstanding Subsections (1) and (2) a person may ride or lead a horse on or along streets in the areas described in Schedule "N" of this Bylaw.



ANIMAL CARE

1. Each Parade participant or contractor is responsible for the animal(s) he or she uses or provides during any Calgary Stampede event and must comply with all applicable sections of the Calgary Stampede Animal Care Code of Practice.
2. Parade participant(s) or contractor(s) must not intentionally treat animals in a way that compromises their well-being. Violation of the Calgary Stampede's Animal Care Code of Practice could result in disqualification, fines, or suspension.
3. 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.
4. All animals in the CS Parade must be healthy and sound. They must be free of lesions, abrasions and open wounds. They must have no signs of lameness or pre-existing conditions such as arthritis that can become inflamed while in the Parade. Their overall body condition should be a 3 or above per their species guideline.
5. Only quiet animals with good temperaments can be exhibited or placed in agriculture programming and competition. The use of sedative or behavior modifying medication, in the 24h prior to the Parade, on any animal participating in the CS Parade is prohibited.
6. If an animal becomes sick or injured while at Fort Calgary or during the CS Parade, that animal will not participate in the Parade and a request will be made to seek Veterinarian assessment. Accredited Stampede Veterinarians are available for participants to access.
7. Fresh water will be provided and delivered to entries at Fort Calgary, it is the responsibility of Parade participant(s) or contractor(s) to ensure that they have a bucket at the location where horses are kept.
8. Parade participant(s) or contractor(s) are responsible for ensuring that they have enough feed for their animals.

FORT CALGARY OR ALTERNATE HORSE STAGING SITES ETIQUETTE

1. Please follow instructions provided by volunteers identified as Security, Parking or Horse Safety. If a concerns arise while on Fort Calgary, please raise them with your content coordinator. *Abuse of Stampede volunteers will not be tolerated.* The CS Parade Committee reserves the right to remove individuals and or entries from Fort Calgary and or the CS Parade at the committee's discretion.
2. Once an entry is approved, horse entries requesting to use Fort Calgary are required to submit a vehicle description, license plate, owner's name and telephone number. Livestock trailers, campers and their respective tow vehicles will be the only vehicles allowed on site. All vehicles must be preapproved by the parade committee prior to being granted access to the site. *Passenger vehicles (cars, SUV's, trucks not required to pull a trailer) are required to park in an adjacent lot.* For your convenience, conveyance will be provided between the lot and Fort Calgary.



3. Horses are not allowed to leave Fort Calgary other than for the Parade except under exceptional circumstances. Any horse entry that leaves Fort Calgary will be removed from the Parade unless permission has been given by the Fort Calgary Sub-Chair.
4. Participant(s) and Contractor(s) riding or using horses on Fort Calgary must do so in safety, unsafe behavior or activities will not be tolerated.
5. Fresh water will be available via hoses and hydrants. For your convenience a mobile water cart will be driving through Fort Calgary. Horses should not drink from water tanks. When filling water buckets, DO NOT dip the end of the hose in each bucket. Hold the hose above the water when filling. Please do not use the river as a water source.
6. All manure must be cleaned up and placed in one of the large disposal bins provided throughout Fort Calgary.
7. The most up-to-date guidelines and best practices for Fort Calgary will be printed on the back of the parking pass issued by the CS Parade Committee.

TACK AND ACCESSORIES

1. All tack, wagons, carriages, etc. shall be clean and tidy as well as complete and in good repair. **(Horse Drawn Floats - also see Float Regulations)**
2. All accessories must be secured and are not to interfere with the animal.
3. When requested by Horse Safety Team members, split reins must be tied.
4. Suitable Western or English saddle with standard rigging is recommended. Keepers (stirrup hobble) are to be used on all saddles.
5. Breast collar and back cinch are optional. If using a back cinch, a cinch hobble between front and the back cinch is mandatory.
6. All headstalls must have a throatlatch.
7. A leverage bit is defined as a bit with a broken or solid mouthpiece, has shanks and acts with leverage. A leverage bit requires the use of a curb strap.
8. A curb strap or chain strap cannot be narrower than 1.25 cm or ½” and must lie flat against the jaw. It must be loose enough to insert two fingers between the strap and the jaw.
9. Gag bits (any leverage bit with a sliding mouthpiece, regardless of the length of the slide) are prohibited.
10. A Snaffle bit is defined as a non-leverage bit. The three acceptable types are O-ring, Egg Butt, and D-ring, and the ring must not be larger than 3 ½”. Half cheek snaffles are acceptable. A leather or nylon curb strap must be used with a snaffle bit. Reins are to be attached above the curb strap.
11. Mechanical hackamores (must contain non-rigid material under the jaw); running martingales and tie downs may be used.



12. Leg wraps are permissible but must be secured properly to prevent risk of coming undone on the Parade route.
13. Spurs are optional but if worn must be humane.
14. Serapes must be secured with heavy duty pins or attached in a fashion to prevent them becoming loose while on the Parade route.

HITCHES OR WAGONS

1. To maintain Calgary Stampede animal treatment protocols and to not put undue stress on horses, wagons or hitches have a limit to the number of participants riding on the wagon. These numbers are intended to reflect the pulling capability of a heavy horse team and are calculated based upon Horse Safety guiding principles. Horse Safety Team members can request the number of participants be reduced if the horses are showing stress when pulling the wagon.
 - a. 2 Horse – 18 Participants
 - b. 3 Horse – 22 Participants
2. All connections from the harness to the wagon must be taped in place unless there is a secondary safety connection.
3. All light and heavy horse hitches shall have an assistant for “footman” in the front seat of the wagon.
4. Any hitches in excess of two horses shall have at least one (1) footman on the ground - unless preauthorized by the Calgary Stampede Horse Safety Team.
5. Wagon masters or teamsters are encouraged to also use the mechanical brakes on each wagon, if so equipped, to provide extra assistance to the horse team when stopping.
6. When proceeding through an underpass, the teamster will ensure that participants will dismount the wagon to make it easier for the horses to pull through the underpass.

SAFETY CHECK POINT

1. A safety check of all horse entries entering the CS Parade Route will be done by the Horse Safety Team at a checkpoint located in the intersection of 6 Street and 8 Avenue SE. All horse entries will proceed through this checkpoint. All riders must be on their horses prior to this location to be checked.
2. The decision of the Horse Safety Team at the checkpoint, or any point along the route is final and must be followed. Failure to do so may result in removal from the CS Parade.



START OF CS PARADE – PYROTECHNICS

1. Due to the risk of a horse being spooked or injured due to pyrotechnics being utilized for the starting show of the CS Parade, horse entries will be staged at and prior to Macleod Trail. At 0850h and up until the conclusion of the pyrotechnics (fireworks) the horse entries will:
 - a. Have riders dismounted and horses held in place.
 - b. Have any wagon entry that is near the start of the CS Parade, have the wagon master sit in the wagon, lines in hand, with the assistant wagon master maintaining control of the horses by standing with them on the ground.

CORRECTIVE ACTION

1. Any equestrian/livestock Entry who do not adhere to the CS Parade Guidelines and Best Practices may, **if practicable**, be given the opportunity to correct the practice. If it cannot be corrected, they will not be permitted to participate in the Parade.
2. Failure to follow the instructions of any CS Parade Official will result in the removal of the entry from the Parade and may result in disqualification from future Parades.

PRELUDE & MASCOT ENTRIES

The following applies in addition to the general CS Parade Guidelines and Best Practices:

Prelude is on street entertainment for our parade audience as they wait for the CS Parade. Performances occur in designated locations and entries are provided an opportunity to perform 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-minute 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 maneuvering along the route.
4. All mascots are required to walk and must have a handler with them.

CONTACT

For questions, please contact your entry rep or email: Parade@calgarystampede.com

