



AAM TIMBER Mount Gambier Christmas Parade

GUIDELINES AND ENTRY FORM



City of
Mount Gambier



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The City of Mount Gambier acknowledges the Boandik peoples as the traditional custodians of the land Mount Gambier sits upon today.

We respect their spiritual relationship with the land and recognise the deep feelings of attachment our First Nations peoples have with the land.



Key dates and times

- **Entries open 28 August 2026 entries close 14 October 2026.**

Late entries are not guaranteed acceptance.

- **Float and driver briefing on Monday 16 November 2026 at 6:00pm.**

A representative and the driver of each entry must attend the briefing night. It is an important session with positions in the Parade, marshalling instructions and passes to Vansittart Park oval will be handed out at this session.

- **Float assembly on Saturday 21 November 2026.**

All entries must be present at the marshalling area by 10:00am to line up in Parade order. If you need to park your vehicle before 8:30am, please park on Anthony Street until Commercial Street East is closed. If you need assistance with your float/float numbers please seek out the Head Marshal (wearing hi-vis) for assistance.

- **Parade Day on Saturday 21 November 2026.**

The Parade will begin promptly at 11:00am, departing from the marshalling area on the corner of Crouch Street and Commercial Street East, known as the Federal Hotel corner.

- **Awards Presentation Night on Monday 30 November 2026 at 5:30pm.**

Award winners will be advised via email and invited to attend. Please be prepared to make a short two minute speech.

- **Council sponsored floats**

Council sponsored floats are to be collected from the Depot, McDonnell Drive entrance between 7:00am and 7:45am on the morning of the Parade. Float drivers must attend the float briefing night to be provided details of route and parking Pre-Parade.

- Please No Council sponsored floats on Commercial Street East until after the road is closed, as per float briefing night information provided.
- **Live stream details to follow.**





Entry criteria and rules

- All participants are asked NOT to stop the flow of the Parade unless absolutely necessary. There can be no demonstrations for the benefit of cameras, etc.
- All participants must relate to or be in keeping with the Christmas festive season, Christmas theme or community celebration. The idea of the Parade is to have fun and for the community to engage in the event.
- All entries to maintain a 20-metre distance between each float at all times during the Parade.
- Entries are not to be used as an advertisement or promotional opportunity of a commercial nature.
- Each float to provide a person to carry their float number (must be able to walk at a consistent pace).
- There is only one Father Christmas – no other Parade participants including band members are permitted to wear Father Christmas costumes.
- Please consider whether your entry requires the use of a vehicle. Remember that amazing displays can be achieved with walking groups, allowing participants greater interaction with the crowd.
- Council retain the right to modify any aspect of the float/ presentation and the right to position participants in the Parade as they see fit, considering content, theme, and impact on other participants.
- Council is continually striving to improve the standard and quality of entries and encourages groups to consider the use of lower floats or smaller trucks (in lieu of higher semi-trailers) with more walking participants to offer younger members of the audience better viewing.
- All floats have been allocated an assembly area as per Parade running order. Floats may take their position in the assembly area from 8:30am on Parade day. Someone must be at the float at 10:00am.
- Driver briefing is a must for all drivers at the Federal Hotel corner at 10:45am on Parade day.
- No alcohol is to be consumed by any participants in the Parade, as the city centre is a designated Dry Zone. No alcoholic beverage containers are to be featured in float displays or vehicles.

Entry criteria and rules continued

- No smoking/vaping permitted on or near Parade entries or during the Parade.
- In the event of an emergency, City of Mount Gambier, in liaison with the South Australian Police will ensure that immediate public advice is given to the relevant areas regarding evacuation and locations.
- City of Mount Gambier requires participants to be covered by their own public liability insurance with the value of \$20 million and location of Australia or worldwide on the day of the Parade. If groups or individuals do not have public liability insurance, they are required to inform organisers when submitting their entry form.
- By entering in the Parade, you agree to City of Mount Gambier taking photographs and video footage of your entry, including individuals involved. You further acknowledge that City of Mount Gambier have the authority to publish and use this material for subsequent advertising and marketing purposes.
- All vehicles travelling to and from the Parade must be road registered and obey all South Australian road rules.
- A limited registration permit for the day may be obtained from Service SA at 11 Helen Street Mount Gambier if needed.
- Throwing any item from a float is prohibited, as it may encourage young people to run out in front of moving vehicles. This includes the discharge of water from water pistols and bubble machines.
- If young children are aboard vehicles, please make sure they receive adequate adult supervision and that reasonable safety measures are in place, i.e. a rope barrier, straps, hay bales or decorated fence.
No legs to be hanging over the side of the float/vehicle.
- The movement of the Parade will be controlled by the marshals spaced along Commercial Street wearing hi-vis vests. Participants must adhere to their directions at all times.
- Each float must have a compliant fire extinguisher and first aid kit.
- If animals are participating in the Parade please make sure they are restrained and controlled at all times and of a calm nature and not anxious or easily spooked. All waste to be collected en route.
- Ensure participants are sun smart and are hydrated.





Parade map



Vansittart Park parking

Vansittart Park will be open from 9:30am to 10:00am on Parade day, Saturday 21 November 2026 for the parking of vehicles who need to assist in the unpacking of a Parade float once that float has arrived after the Parade.

Each Parade entry will be issued with two (2) parking permits. Permits are issued on Parade briefing night. No vehicles will be permitted to enter Vansittart Park after 10:00am. All vehicles are to arrive and depart from Vansittart Park via the Victoria Terrace gate.

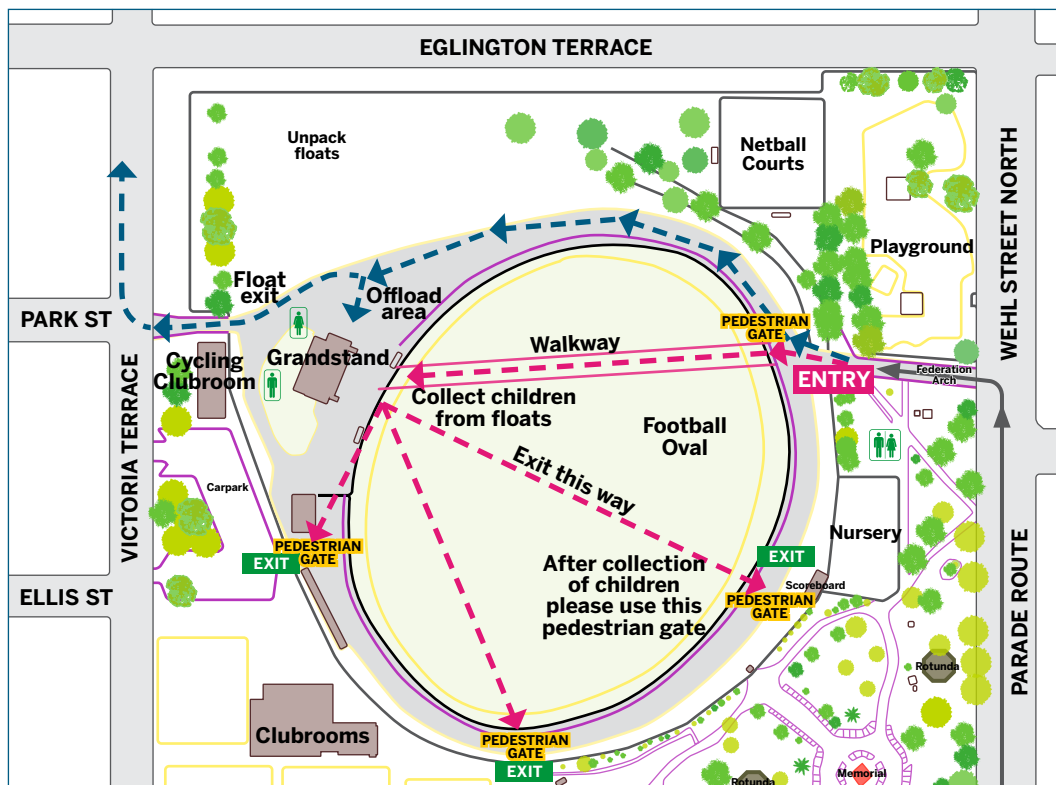
Vehicles must park in the extreme North West corner of the oval surrounds.

No vehicles will be permitted to enter Vansittart Park after the Parade commences and parents are encouraged to park off site and walk into the oval to collect their child/ren via the pedestrian gateways as marked.

Children are not permitted to be removed from floats until the float is parked in the designated area and stopped. Parents and school teachers are not permitted past the barrier zone to collect participants or children from their float.

Parade float participants, especially children are required to be escorted by a responsible adult holding a pass off each float to the main oval area (near grandstand) for collection by parents or school teachers. Marshals in hi-vis vests will direct and inform the public at the collection point.

Float movement



Foot traffic route

Floats/vehicles ONLY route

All floats to enter the main oval gate and turn right to proceed around perimeter of oval.

All foot traffic must separate from floats and continue straight, entering the oval through pedestrian gate to meet float near grandstand OR may turn left upon entering Vansittart Park oval.

Only four designated adults per float may enter unloading area to help participants disembark and unpack.

All foot traffic must then cross the oval again to exit via gate near scoreboard. **DO NOT** exit via main entrance.

Vansittart Park

All Parade entries will travel along Commercial Street West and then turn right onto Wehl Street North before turning left through Federation Arch and into Vansittart Park Oval.

All foot traffic must either continue straight onto the oval via the pedestrian gate or turn left upon entering Vansittart Park oval. For safety reasons, pedestrians must not turn right when entering Vansittart Park Oval due to moving vehicles.

All vehicle entries must go right when entering Vansittart Park oval and park their vehicles according to the direction given by marshals before allowing participants to disembark on the right hand side of the float and exit the offloading area through "Safety Zone Entry Point" next to the grandstand. Participants can then EXIT to the eastern side of the oval through the gates marked (near the scoreboard – NOT via Federation Arch). Participants must be aware of moving vehicles at all times.

All vehicles must EXIT Vansittart Park oval through the Victoria Terrace gate and must turn RIGHT onto Victoria Terrace and turn LEFT onto Jubilee Highway West.

No left turn will be permitted onto Victoria Terrace from Vansittart Park.



Judging criteria

Entries will be judged on the following criteria:

- Energy and engagement
- Demonstrates safety
- Sound
- Creativity
- Effort
- Visual appeal

Council sponsored floats are now eligible.

Awards

Award	Prize Money
Most Outstanding Entry	\$750
Best Christmas Theme	\$500
Best School Entry	\$500
Best Club or Community Organisation	\$250
Open Category	\$250
Encouragement Award	\$250
Best Non-City Entry	\$250
People's Choice Award	\$250
Best Live Band	\$250

Participants are eligible for any award. Only one award will be allocated per entry. Award allocation is completely at the judges' discretion.



Mount Gambier Christmas Parade entry form

In submitting this entry form, all entrants (including as agent or authorised organisation representative on behalf of all relevant participants) warrant and agree that, they are aware and agree to the following

Indemnity

In addition to general inherent risks, I am aware that participating in the Parade may involve a higher degree of risk to me and/or the participants I represent. Event specific risks include, but are not limited to, injuries sustained from falling, collision, physical exertion and/or impact of inclement weather. I have turned my mind to, acknowledge and accept my personal responsibility to mitigate the risks associated with participation.

I agree to indemnify and hold harmless the Council, its agents, employees and representatives, from all action, claims, injury, liability or loss whatsoever arising from, in any way, participating in the Mount Gambier Christmas Parade.

Medical Consent

In my capacity as an authorised representative of an organisation or group, individual and/or guardian of a minor, I expressly acknowledge the *Advance Care Directives Act 2013* (SA) which grants me the authority to provide a direction as to my health care, including whether I am to be provided with medical assistance.

I authorise the Council, its agents, employees and representatives, to obtain relevant emergency services and/or administer basic first aid on my behalf, as may be required and that is deemed necessary by appropriately qualified medical professionals, including emergency ambulance and paramedic services. I acknowledge and agree that I will be responsible for any direct or ancillary costs of same.

Where applicable, I confirm I have sought the appropriate acknowledgement and consent from participants and/or guardians in the case of minors, under my supervision, to enter the Parade. This expressly includes the within medical consent.

Media Consent

City of Mount Gambier (Council) acquires and produces photos, video footage and other forms of media throughout the event for promotional purposes to be used at the absolute discretion of Council.

All media acquired or produced may also be used by Council for other promotional material, publications or social media content for alternative purposes.

By signing this consent form, you acknowledge and agree that all participants appear voluntarily and of their own free will, and agree that all images, footage or other content acquired or produced throughout the Parade may be used by Council as indicated.

Public and Products Liability

A Certificate of Currency demonstrating public and products liability insurance to the minimum sum of \$20 million, relevant for the location of Australia or worldwide must be attached to your entry form in order for it to be valid and complete. If groups or individuals do not hold public and products liability insurance to the requisite standard, you are required to expressly inform organisers when submitting your entry form. If you have another affiliated organisation involved with your entry, we also require proof of their public and products liability insurance to be attached to your entry form, to the same requisite standard.



Entry form to be completed in its entirety

Entry details

Name of organisation/group/individual (This will be printed in the program.)			
Name of float/entry eg. Santa's Wonderland (This will be printed in the program.)			
Contact person		Phone no.	
Address			
Email			
Parade day contact person (If different from above.)		Parade day phone no.	

Mode of transport	Approx. length (metres)
Large truck (Semi trailer - 3 axles or more)	
Small truck (2 axle vehicle)	
Car with towed float/trailer	
Single car	

Mode of transport	Approx. length (metres)
Bicycle	
Walking/marching	
Other	

All bike, scooter, skateboard, roller blade riders and self-balancing personal transporters are required to wear an Australian Standards approved helmet during the Parade.

Participants

Number of children participating		Number of adults participating		Number / type of animals (if applicable)	
Will your entry include noise/music?	YES	NO	If yes, how will your music be played? eg. band, singing, speaker, streamed		
Do you have public liability insurance?	YES	NO	Does this exclude any products or service you will be providing?	YES	NO
Does your entry have another group/club organisation as participants?	YES	NO	If yes, what is the name of the other club/organisation?		
Do they have public liability insurance?	YES	NO	Does this exclude any products or service they will be providing?	YES	NO
				Please attach a copy of your public liability insurance	Attached YES
				Please attach a copy of their public liability insurance	Attached YES



Entry form to be completed in its entirety

Description of your float

(To be used as introduction of your float for the commentating of the livestream - PLEASE BE CREATIVE.)
250 word description.

REMINDER - Each float to provide a person to carry float number (must be able to walk at a consistent pace).

Description of organisation/business/individual

(To be used as introduction of your float for the commentating of the livestream.) 250 word description.

Name

Date

Signature

Please forward completed entry forms to city@mountgambier.sa.gov.au or contact 8721 2555.



City of
Mount Gambier



AAM
TIMBER
AUSTRALIAN RENEWABLE

