



Application Form

Thank you for your interest in participating in the Town of Newmarket's 2026 Santa Claus Parade.

Community groups, schools, sports groups, businesses, and volunteer organizations are invited to submit applications to enter floats, performance groups, or walking groups for the parade.

Outlined below are the details pertaining to the parade. Please read these carefully to ensure that you can abide by all the rules and regulations before you complete and return your application and fee (if applicable).

Important Information

PARADE DATE: SATURDAY, NOVEMBER 21, 2026

STEP ONE: Theme

All floats/vehicles **MUST** be decorated in a Christmas theme. Please note that there is only one Santa Claus, and he comes at the end of the Parade. At the discretion of the Float Co-ordinator, floats/vehicles that are not decorated appropriately may be removed from the parade with no refund of the application fee.

***NEW* STEP TWO: Certificate of Insurance (COI) – General Liability**

All participating applicants must provide a Certificate of Insurance, **naming the Newmarket Santa Claus Parade Committee (155 Main St. N Unit 230, Newmarket) and the Corporation of the Town of Newmarket (395 Mulock Drive, Newmarket)** as additional insured for general liability, per occurrence, in the amount of \$2,000,000 for the date of the parade (Saturday, November 21, 2026). Your Certificate of Insurance will be required to be submitted with your application. See "application" below.

STEP THREE: Application

Please complete, sign and submit your application, as well as your certificate of insurance and fee by 4 p.m. on Friday, October 30, 2026 in one of the following ways:

1. If paying by e-transfer or payment exempt, please submit by email to: nmktsanta@gmail.com
2. If paying by cash or cheque, please submit in person to:

Attention: Jesse Zulauf
Town of Newmarket, Recreation & Culture Department 395 Mulock Drive
P.O. Box 328, (STN MAIN)
Newmarket, ON, L3Y 4X7

Applications received after the due date (Friday, October 30 at 4 p.m.) will not be considered.



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Important Information Continued

STEP FOUR: Fee & Payment Methods

\$50 for all entries (non-refundable).

Non-Profit's and/or CRA (Canadian Revenue Agency) Registered Charities who can provide a valid number will be exempt from paying the fee. Unless a valid number is provided the \$50 fee is required. For more information on Registered Charities please visit <http://www.cra-arc.gc.ca>.

Receipts will be issued upon request.

Payment Methods:

- Cash
- Cheque made payable to: Newmarket Santa Claus Parade Committee
- Electronic E-mail Transfer: **nmktsanta@gmail.com**
- Please indicate the group name in the memo
- Payment must be attached to the application. Debit and Credit Cards are NOT accepted

STEP FIVE: Approval

The Float Co-ordinator will contact you by e-mail confirming whether or not your application has been approved for the parade. Please note: Only the first 50 applications will be accepted.

STEP SIX: Mandatory Safety Meeting

A representative from each float MUST attend the MANDATORY SAFETY MEETING on Thursday, November 12, 2026 at 6:45 p.m. in Council Chambers at the Municipal Office (395 Mulock Drive), and stay for the duration of the meeting.

Your safety meeting information package will be available at this meeting. This will include your float number, parade route, and your arrival and dispersal time in the marshalling area. Please ensure you are prompt and please leave your children at home.



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Newmarket Santa Claus Parade Rules & Regulations

Parade / Float Information:

- All entries must reflect a Christmas theme and be decorated as such and can't be strictly for advertising.
- Please note there is only one Santa Claus and he comes at the end of the parade. Floats may NOT include a live Santa figure.
- For safety reasons, no decorations or skirting should be too low to the ground.
- Floats must not be more than 14' high due to hydro wires.
- Advertising signs are only permitted on the sides of the float. Signs must be no larger than 3' deep and 8' long and must be no higher than 5' from the ground.
- Music (if applicable) coming from a float must be played at a reasonable volume. If asked by a Marshal or a member of the committee (in the red Santa jackets) to turn down the music, please do so.
- For the safety of participants and spectators alike, nothing may be thrown from the floats or vehicles along the parade route. If you wish to provide giveaways, please use walkers only to hand things out along the parade route.
- Organizers of entries with small children must station persons along the route to assist tired marchers.
- The float number, which you will receive at the Safety Meeting, must be prominently displayed on the driver's side of the car or towing vehicle on the dashboard. This number must be visible to parade marshals, judges and media.
- The parade will form along Cane Parkway and Lorne Avenue. Entrance to the marshalling area is from Mulock Drive.
- Float operators/drivers are required to obey and follow all instructions given by the Parade Marshals. Marshals are readily identifiable by their red Santa Claus Parade Committee jackets.
- If a float or participant is deemed to be participating in a dangerous or unsafe manor; marshals have the discretion to remove the float/participant from the parade.

Dance/Walking Groups:

- If you have young children participating, please ensure 5:1 ratio of children to adults is met.
- Chaperones are asked not to bring non-participating children (i.e siblings).
- Chaperones must keep the group together while walking in the parade. Do not allow for gaps within the group.

Additional information

The Newmarket Santa Claus Parade Committee invites other financial donations to help offset costs of the parade. The Newmarket Santa Claus Parade Committee would like to thank you for your interest in participating in this event. We look forward to your participation and a safe and enjoyable parade.

Should you have any questions, please contact nmksanta@gmail.com
Thanks again for your interest,

2026 Newmarket Santa Claus Parade Committee



Application Form

Applicant Information							
Organization Name:							
Website:							
CRA / Non-Profit Number:							
Main Parade Day Contact Person:							
Email:							
Phone:							
Float Type (Maximum 2 vehicles per entry)							
Please Check all that are applicable							
☐	Marching Band		☐	Truck			
☐	Bus		☐	Motor Vehicle with Trailer			
☐	Motorcycle		☐	Car			
☐	Walking Group		☐	Other:			
Number of Participants involved in your float (including chaperones):							
Will there be music played on your float?			Yes:				No:
We will be handing out:			Candy:		Flyer:		Other:
Please provide the total length of your float including towing vehicle in feet:							
Please describe your float and/or group: (what will it look like? How will you follow the Christmas theme?)							
Select the category in which you would like your float to be judged:							
☐	Commercial/Business		☐	Dance/Cheer/Baton			
☐	Other Organization						
Please issue our group a receipt (if applicable):				Yes:			
				No:			



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Please initial each section below

I am aware that it is compulsory that I attend or send a representative to the Safety Meeting on Thursday, November 12, 2026, at 6:45 p.m. at the Municipal Office, 395 Mulock Drive. It is highly recommended that the driver of the float also attend the safety meeting. If a representative does not attend the Safety Meeting, the application/float will be removed from the parade.

Any flyers/handouts must be approved by the Committee prior to parade day. Attached is a sample of the flyer/handout we wish to distribute along the Parade route.

I acknowledge that the individual driving the vehicle(s) as part of our application will be a fully G licenced driver.

I acknowledge that the individual driving the vehicle(s) as part of our application has an automobile insurance policy that includes a minimum of \$2,000,000.00 liability coverage and accident benefits appropriate for participation in a public parade event, and that no material coverage has been declined that would limit protection for injuries arising from vehicle use.

I acknowledge I have read the parade regulations and ensure our group will adhere to them.

I acknowledge that if our group does not abide by the outlined rules and regulations that a warning letter may be issued after the parade which could result in future applications to the parade being denied.

I recognize that by initialling here and signing this application that I am waiving certain legal rights on behalf of myself and others, including the right to sue. I accept the Assumption of Risk, Release of Liability & Waiver and Insurance requirements set out in the regulations of this Application"

I acknowledge that I have the authority to bind the corporation on behalf of our company and am legally authorized to sign contracts, make commitment and/or incur obligations on behalf of the company.



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Assumption of Risk:

I acknowledge that I wish to participate in Newmarket's Santa Claus Parade. I am aware that doing so may expose me to risks associated to or contributed by natural and manmade terrain, climatic conditions, my own physical condition, actions of the "Releasees" and other third parties, vehicular traffic, tools and equipment and other hazards associated with this community event. I am aware that such risks may result in personal injury, illness, loss of life or property damage, and I freely assume these risks.

Release and Waiver:

In consideration of my participation in Newmarket's Santa Claus Parade as indicated in Application Form, I hereby for myself, my heirs, executors, administrators, or any others who may claim on my behalf, covenant not to sue, and hereby waive, release and discharge the Releasees from any and all claims of liability for personal injury, illness, loss of life or property damage of any kind or nature, arising out of or sustained in the course of my participation. This Release and Waiver applies to all claims, foreseen and unforeseen, including negligence and breach of statutory or other duty of care, including that owed under the Municipal Act, 2001 and the Occupiers' Liability Act.

Insurance:

In consideration of my participation in Newmarket's Santa Claus Stars Parade as indicated in the Application Form, I hereby agree to provide a Commercial General Liability Insurance Certificate to the Town of Newmarket as follows: Commercial General Liability insurance in an amount not less than Two-Million Canadian Dollars (\$2,000,000.00 CAD) per occurrence, **naming the Newmarket Santa Claus Parade Committee (155 Main St. N Unit 230, Newmarket) and the Corporation of the Town of Newmarket (395 Mulock Drive, Newmarket)** as an additional insured. Such insurance shall contain a cross liability and severability of interest clause and shall include, but not be limited to, bodily injury including death, personal injury, property damage, including loss of use thereof, blanket contractual liability, Owner's and Contractor's protective liability, contingent employer's liability, non-owned automobile liability, and products and completed operations coverage.

Indemnity Agreement:

In consideration of my participation in Newmarket's Santa Claus Parade as indicated in Application Form, I agree to hold harmless, indemnify and defend the Releasees from and against any and all liability, loss, claims, actions, causes of action, demands, costs and expenses, including reasonable legal expenses, which may be brought against or made upon the Releasees due to any personal injury or property damage to any third party arising from my actions or the action of my staff, volunteers or performers.

Newmarket Santa Claus Parade Committee Use Only

Date Received:		Entrance Fee:		Cash		Cheque	
E-Transfer		Float#:					