

# PARTICIPANT'S HANDBOOK

Thank you for joining our team to help create a few magical moments for everyone. We hope your experience will be rewarding and that you will want to do it again next year.

## **The organizing committee will:**

- Give out, in time, all pertinent information to the group leader using e-mail, web site and during the November information meeting.
- Secure the starting site access, parade route and arrival area by using barricades, security volunteers and policemen.
- Limit vehicles access to all sites
- Clearly identify it's volunteers
- Offer a snack at the end of the parade.

## In exchange

### **The group leader is the contact person for the committee. He must:**

- Register the float using the form posted on [www.paradehohoho.com](http://www.paradehohoho.com) adding as much descriptive information as possible
- Inform the participant's co-ordinator of any change
- Distribute to its members the information received from the co-ordinator (by using e-mail, telephone chain or any other proper way)
- Attend the pre-parade meeting with his driver if possible.
- Make sure that the group presentation is properly clean, properly decorated and in working order
- Make sure the group is ready and ont the float 15 minutes before departure time to join the parade. This includes identifying the group or float parading ahead of them prior to the start signal
- Make sure the group has a responsible person on the site (specially if there are children to watch and along the route)
- Go to the big tent for his snack
- Stay in the tent for the ceremonial presentation of the winners.

### **The participants on a float or in a group must**

- Dress according to the weather at the time of the parade
- Use the **1st** shuttle bus available behind the Galeries Aylmer to join his or her group at the Marina
- Obey requests from the group leader and/or parade officials
- Not pitch anything in the crowd (candies must be handed out)
- Invite the spectators to have fun by smiling, saluting, singing etc

**The participant is also invited to share a snack in the big tent after the parade and to stay for the ceremonial presentation of winners.**