



Irish Society of the National Capital Region

The heart of all things Irish in the National Capital Region

The Irish Society of the National Capital Region Box 5112, Ottawa, ON K2C 3H4

February 19, 2024

YOU ARE INVITED

The Irish Society of the National Capital Region invites your group or organization to participate in The Society's 39th annual St. Patrick's Parade on **Saturday, March 16, 2024**. The Parade is a major event within our annual *Ottawa Irish Festival*, March 7 – 17, 2024.

As in previous years, the Parade will form up on the Laurier Avenue Bridge, on the north side of Ottawa City Hall, between 8:00 AM and 10:45 AM, and will leave the intersection of Laurier Avenue West and Elgin Street at 11:00 AM. The parade will proceed westward on Laurier Avenue West to Bank Street, then south on Bank Street to Lansdowne Park. "Tear-down" will be at the Aberdeen Pavilion (Cattle Castle).

To assist us in establishing the Parade lineup, it would be much appreciated if your attached application form could be submitted by February 29; **deadline for receipt of applications is March 4, 2024**.

Parade application forms are also available on our website (www.irishsocietyncr.com) Your application is to be mailed to: Irish Society/NCR – Parade Application, Box 5112, Ottawa, ON K2C 3H4. You may also scan your application and send by e-mail to barryedwards001@gmail.com.

Due to the rising costs associated with organizing the Parade, we would very much appreciate if you could donate \$100 to help offset our costs. Donations are payable to **Irish Society/NCR (Parade)**, and may be included with your application (if mailed).

Our Parade Application Coordinator, Barry Edwards, may be reached via e-mail (barryedwards001@gmail.com) For more information concerning the Parade, our Ottawa Irish Festival, or Irish Society/NCR (including membership), please check our website (www.irishsocietyncr.com).

Sincerely,

Seán Kealey,
Parade Manager.

Attachments:
Parade Details
Parade Rules
Parade Application form.

THE IRISH SOCIETY OF THE NATIONAL CAPITAL REGION.
ST. PATRICK'S PARADE – MARCH 16, 2024

PARADE DETAILS

- DATE/TIME:** Saturday, March 16, 2024
Starting @ 11:00 AM and finishing by approximately 12:30 PM
- PARADE ROUTE:** As in previous years, the Parade will leave the intersection of Elgin St. and Laurier Ave. West at 11:00 am and proceed westward on Laurier Avenue West to Bank Street. At Bank Street the parade will proceed south on Bank Street to Lansdowne Park.
- FORMATION:** Parade entries will form-up on Laurier Avenue Bridge between 8:00 AM and 10:45 AM. Each entry will be advised of their position in the Parade no later than March 6.
- PARKING:** Paid underground parking is available at Ottawa City Hall, and Lansdowne Park.

THE IRISH SOCIETY OF THE NATIONAL CAPITAL REGION
ST. PATRICK'S PARADE – MARCH 16, 2024
RULES & GUIDELINES FOR PARTICIPANTS

The following rules and guidelines are designed to produce a safe and enjoyable Parade for all participants and spectators..

- 1 - All applications for participation in the Parade must be approved by the Parade Manager; all applicants will be advised concerning the status of their application.
- 2 - All Parade participants must agree to abide by all Parade rules, and follow the directions of the Parade Marshals.
- 3 - The Parade is designed to celebrate traditional Irish culture, as well as the Irish – Canadian culture of the greater Ottawa/Gatineau area, The Ottawa Valley, Eastern Ontario and Western Quebec; Parade entries are encouraged to reflect this theme.
- 4 - **All participants must ensure the personal safety of all personnel involved with their entry. All floats (flatbeds, trailer, etc.) must have protective guardrails on both sides and at the rear of the float.** Also, protective skirts must be installed on both sides of the float. To ensure the safety of both participants and spectators, all entries must have a member of their group walk along both sides of their entry.
- 5 - **All floats must carry a certified fire extinguisher in good – working order.**
- 6 - All entries involving animals must ensure the safety of their personnel, other Parade participants, spectators, as well as their own animals, and other animals involved in the Parade.
- 7 - **Participants or spectators must not mount/dismount moving floats, vehicles, etc.**
- 8 - **The consumption of alcohol by Parade participants is not allowed before or during the Parade.**
- 9 - No material, including candy, is to be thrown from Parade floats, vehicles, etc.
- 10 - Sponsor signs and banners should not be a dominant feature of an entry. It is recommended that each entry have two people walk in front of the entry carrying a banner identifying the entry, and the sponsor, if any.
- 11 – All entries will be assigned numbered cards by the Parade Marshals; cards are to be placed on each entry, at the front left side.
- 12- Commercial vehicles are permitted only as a secondary component of an entry.

THE IRISH SOCIETY OF THE NATIONAL CAPITAL REGION
APPLICATION FOR ST. PATRICK'S PARADE
SATURDAY, MARCH 16, 2024

PLEASE PRINT CLEARLY

1. **NAME OF ORGANIZATION/GROUP:** _____

Address: _____
Postal Code: _____

Principal Contact: _____ Tel: _____
Address: _____
Postal Code _____

E-mail: _____ Fax: _____

Brief Description of Organization/Group:

2. TYPE OF ENTRY

- Band – Marching Band – Other Float
 Marching Group Clown Mascot
 Other (Describe) _____

3. DESCRIPTION OF ENTRY (indicate general theme, number of participants, length of float, etc.)

Will entry include music? YES _____ NO _____
Will entry include animals? YES _____ TYPE _____ NO _____

4. ASSISTANCE REQUESTED

We request your assistance in obtaining the following:

- tractor & trailer tractor only trailer only flatbed truck
 Other (Describe) _____

5. THE UNDERSIGNED UNDERSTANDS THAT ALL APPLICATIONS ARE SUBJECT TO APPROVAL AND THAT ALL APPROVED APPLICANTS MUST ADHERE TO THE RULES OUTLINED.

NAME: _____
Signature *Print Name & Phone Number*

DATE: _____

6. PLEASE SIGN AND MAIL TO:

a) **Irish Society/NCR - Parade Application**
Box 5112, Ottawa, ON K2C 3H4

b) e-mail to: NCRStPatrickParade@bell.net

7. We would like to make a donation of \$ _____, to help fund the Parade (optional). Please make payable to Irish Society/NCR (Parade).