



# Sydney Gay and Lesbian **MARDI GRAS**

## 2024 Sydney Gay and Lesbian Mardi Gras Parade

Saturday 2 March 2024



### Entrant Application Guidelines and Terms and Conditions

Version Number	Notes	Date Modified
1.0	Document Created	28/07/2023
1.0	Final edits + Public Release	03/08/2023
2.0	Dates Updated	01/10/2023

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## 1 GENERAL

### 1.1 INTRODUCTION

Sydney Gay and Lesbian Mardi Gras (“**SGLMG**” or “**Sydney Mardi Gras**”) is an LGBTQIA+ not-for-profit member-based organisation that produces the internationally renowned Sydney Mardi Gras Parade.

SGLMG was built on the foundations laid by early community activists who fought for LGBTQIA+ rights in a time of wide-spread, institutionalised oppression and discrimination. Today, we work year-round, developing initiatives that celebrate our LGBTQIA+ identity, communities, champion creative expression, challenge injustice and elevate diverse voices, as well as producing our beloved annual Festival.

**We proudly provide a platform for our LGBTQIA+ communities to share with the world. The Parade is one of our iconic events in which we strive to ensure our LGBTQIA+ communities are represented.**

For more information on SGLMG, please visit our website [here](#).

### 1.2 PARADE APPLICATION TERMS & CONDITIONS

These Terms and Conditions (“**T&Cs**”) apply to the application (“**Application**”) to participate in the 2024 Sydney Gay and Lesbian Mardi Gras Parade (“**Parade**”) as an Entrant (“**Entrant**” or “**Entry**”).

By submitting an Application, the Applicant (“**Applicant**”) acknowledges having read, understood and accept the terms of this Agreement. These T&Cs can only be varied in writing by SGLMG.

The Applicant is responsible for ensuring that each of the Participants, any third-party suppliers and supporters within the Entry are aware of and comply with these T&Cs. Any violation of these T&Cs may result in the immediate removal from the Parade. No refunds will be provided in the case of removal due to violation of these T&Cs. The decision of SGLMG is final.

### 1.3 ACCESS AND INCLUSION

Sydney Mardi Gras was established on the values of acceptance and inclusion. We strive to make the Parade an accessible event for our diverse communities as both participants and attendees.

Please contact the Parade team if you require a plain text version of this 2024 Parade Entrant Application Guidelines and Terms and Conditions document or have any questions regarding accessibility at the Parade. Contact details below:

- Via email to [parade@mardigrasarts.org.au](mailto:parade@mardigrasarts.org.au)
- Phone the SGLMG office on +61 2 9383 0900 during our office hours: Mondays to Fridays between 10am to 6pm AEDT

If you would like to apply to participate in the Parade and have accessibility requirements, please refer to [Section 5.6](#) for specific access and inclusion considerations.

If you would like information on accessibility services available for spectators, please visit our website [here](#).

## 2 DEFINITIONS

PHRASE	DEFINITION
<b>Applicant</b>	The person submitting the Application form to take part in the Parade and must be the primary contact for all communications with SGLMG.
<b>End Area</b>	The access-controlled area where Entrants complete their Parade Route journey. This includes specific areas within Moore Park and Anzac Parade.
<b>Entrant/Entry</b>	The successful Application group that is taking part in the Parade. This includes all Participants and any creative components used such as Float Vehicles or Pushables.
<b>Entrants Briefing</b>	The mandatory briefing session that all Entrant organisers must attend for Parade operational, safety and logistics information. This will be held on Sunday 4 February 2024 date at TBC venue as determined by SGLMG.
<b>Float Vehicle</b>	The vehicle that is used by an Entrant group during the Parade.
<b>Marshalling Area</b>	The access-controlled area where Entrants are marshalled prior to starting the Parade. Also known as "Start Area". This includes specific areas within Hyde Park South, Liverpool Street, College Street and Wentworth Avenue.
<b>Parade</b>	The 2024 Sydney Gay and Lesbian Mardi Gras Parade which will be held on Saturday 2 March 2024 from 7:00 PM to 11:00 PM at the Venue, or such other date, time and place as SGLMG may determine in its absolute discretion.
<b>Parade Route</b>	The route that the Parade Entrants travels from start to finish: From Whitlam Square (corner of Oxford and College Streets), travelling along Oxford Street up until Taylor Square, right turn onto Flinders Street and continue travelling along Anzac Parade until the Tibby Cotter Bridge at Moore Park.
<b>Participant</b>	All persons that are taking part in the Parade with an Entrant group. This may include but is not limited to any choreographers, media, production crew, legal guardians or caretakers that is required.
<b>Participant Registration Deadline</b>	The successful Applicant must register and provide SGLMG with the full name, mobile phone number, email address and post code of all individual Participants by 5:00 PM, Friday 23 February 2024.
<b>Payment Deadline</b>	The successful Applicant must submit payment of the Parade entry fee by 11:59 PM, Sunday 3 December 2023.
<b>Pushable</b>	A large prop or creative built element on wheels or a trolley, that is manually pushed (not motorised).
<b>SGLMG</b>	Sydney Gay and Lesbian Mardi Gras who is the Parade event owner and operator.
<b>Submission Deadline</b>	2:00 PM, Tuesday 14 September 2023 is the due date when the Application must be submitted via the SGLMG Parade Portal website.
<b>Venue</b>	The full event site, including the Parade Route, Marshalling Area, End Area, and any grounds in the precinct that are occupied for the event. The Venue is subject to change as determined by SGLMG.

### 3 GENERAL APPLICATION INFORMATION

#### 3.1 KEY DATES

Below table lists key dates with mandatory tasks. Failure to meet deadlines or provide required documents/information means that your Entry may be removed from Parade. All times listed below are in AEDT.

DATE	ACTION
12:00 PM, Thursday 3 August 2023	Parade Applications Open
5:00 PM, Thursday 14 September 2023	Parade Applications Close
6:00PM, Tuesday 10 October 2023	Entrants notified of outcome of application by COB.
11:59 PM, Sunday 3 December 2023	Entrant organisers must submit payment of their Parade entry fee.
5:00 PM, Friday 8 December 2023	<p>Entrant organisers must complete additional forms via the Parade Portal website to confirm the following:</p> <ul style="list-style-type: none"> <li>• Final marketing copy</li> <li>• Final creative concept, if this has significantly changed from initial application</li> <li>• Participant information confirmed, such as any accessibility considerations, if you have invited or confirmed any notable people</li> <li>• Final music details</li> <li>• Signed copy of Supplementary Media Release Form</li> <li>• Final Vehicle Type and Length (if applicable)</li> </ul>
5:00 PM, Friday 19 <sup>th</sup> January 2024	<p>Some entrant organisers who have special effects, technical equipment, pushables or comprehensive float designs will be required to provide documents, such as technical drawings, risk assessments, or other documents, for further SGLMG review.</p> <p>Float Marshall and details will need to be provided by this date.</p>
5:00 PM, Sunday 11 <sup>th</sup> February 2024	<p>Entrant organisers must complete additional forms via the Parade Portal website to confirm the following:</p> <ul style="list-style-type: none"> <li>• Vehicle registration number</li> <li>• Driver first and last names</li> <li>• Driver licence number, including state of issue and expiry date</li> <li>• Driver mobile phone number</li> </ul>

Sunday 4 February 2024	Entrant organisers must attend the mandatory Entrants Briefing on this date. This briefing provides key information on Parade day operations, logistics and safety. Successful entrants will be updated on confirmed time and venue.
5:00 PM, Friday 23 February 2024	Entrant organisers must register and provide SGLMG with the full name, phone number, email address and post code of all individual participants. All information will be used in accordance with SGLMG's <a href="#">privacy policy</a> and is required for ticketing and contact tracing purposes.
5:00 PM, Wednesday 28 February 2024	Entrant organiser will receive an email containing a copy of all individual tickets allocated to their group. Each individual participant will receive an email containing their individual ticket.
Saturday 2 March 2024	<p><b>Parade Day</b></p> <p>Entrant groups will be given staggered times:</p> <ul style="list-style-type: none"> <li>• Vehicle arrival: 2:30PM – 6PM</li> <li>• Participant registration and arrival: 3PM – 7PM</li> <li>• Parade start time: 7:30PM – 10:30PM</li> <li>• Parade event ends: 11PM</li> </ul> <p><i>All times are subject to change.</i></p>

### 3.2 APPLICATION INFORMATION

- All Applicants must submit their Application through the Parade Portal website by the Submission Deadline.
- SGLMG are under no obligation to accept or follow up on late or incomplete Applications.
- The act of receiving an Application shall not be deemed to impart or imply any obligation for SGLMG to accept any Application.
- All Applicants will be notified electronically by SGLMG on the outcome of their application on **10 October 2023** by 6:00PM
- Applicants should not purchase any items or make any non-refundable deposit payments for any hire equipment until receiving notice of parade entry acceptance from SGLMG.
- Should an application be accepted, any proposed changes to the creative concept, messaging or production must be communicated in writing to SGLMG for approval, no later than Friday **8 December 2023**.

## 4 APPLICATION ASSESSMENT PROCESS

The Parade Curatorial Committee will assess and score all applications received within the submission period (3 August to 14 September 2023) based on the [Selection Criteria](#).

The Curatorial Committee will be comprised of FOUR (4) community members and ONE (1) SGLMG staff representative. The community members are selected by SGLMG based on their knowledge/history of the Parade and community groups, as well as ensuring that there is representation on the committee from our diverse LGBTQIA+ communities.



## 4.1 SELECTION CRITERIA

All applications will be assessed based on the following selection criteria with weighted scoring:

1. Representation of, relevance and benefit to LGBTQIA+ communities (30%)
2. Provides a well-described and creative concept (25%)
3. Ability to plan and deliver the creative concept and entry safely (20%)
4. Relevance to the 2024 SGLMG Festival theme (15%)
5. Meet the eligibility and conditions of entry (10%)

Under no circumstances will SGLMG alter or make exceptions to the selection criteria to match an individual Application.

### 4.1.1 Representation of, relevance and benefit to LGBTQIA+ communities

The Parade is a hallmark event with significant reach to audiences across Australia and internationally. SGLMG strives to ensure that the Parade is a platform for the LGBTQIA+ communities. Applications will be assessed on the below:

- Representation of LGBTQIA+ communities
- Relevance and benefit of the applicant to the LGBTQIA+ communities
- Relevance of the float concept to the LGBTQIA+ communities

### 4.1.2 Provides a well-described and creative concept

Applications must provide a well-described and creative concept. SGLMG does not expect these to be completely finalised at this stage of the process, however applications must represent the overall vision of what the Parade entry will look like on event night. Applications must include:

- A detailed written description of the creative concept, including all relevant components (e.g. messaging, costumes/outfits, choreography, props, float vehicle/pushable concept, technical production, etc)
- A minimum of two (2) Supporting Documents to visually support the creative concept. This can include mood boards, stick figure drawings, sketches, photos from previous Parade participation, or designs of costumes, props, float vehicle or pushables, etc. Note that should an application be accepted and depending on the complexity of the creative, further documentation such as technical drawings, material safety data sheets (MSDS), etc may be required before SGLMG grant approval for production.

### 4.1.3 Ability to plan and deliver the creative concept and entry safely

Applications must outline their plan to deliver the creative concept and entry safely by providing the following information:

- Ability to realise the creative concept. Examples include having an organising committee, budgets, project plan (this can be a simple task list), etc.
- Ability to manage yourself, your participants and your safety. Examples include:
  - Briefing information documents that identify key event day information specific to your group such as time and location for arrivals
  - Intentions to share SGLMG Parade documents (e.g. Parade Entrant Terms and Conditions, briefing documents and maps, etc)
  - Implementing a buddy system and ensuring all minors have appropriate supervision from adult guardians for event day
  - Ensuring any pre-event activities involving your participants such as creative concept building of props, float vehicle or pushables, or any choreography rehearsals are safe

- How you will safely manage any risks as appropriate to your float concept. Examples include plans to consult and/or engage with qualified professionals for any technical production or complex builds.
- If relevant, details of previous experience in the Parade

#### 4.1.4 Relevance to the 2024 SGLMG Festival theme

Applications must outline how their entry is relevant to or an interpretation of the 2024 SGLMG Festival theme. Applicants who score highly in this criterion will have strongly based their creative concept in relation to the theme. [More details on the 2024 Festival theme can be viewed here.](#)

#### 4.1.5 Meet the eligibility and conditions of entry

Eligible applications must be submitted by:

- **LGBTQIA+** – Individuals, community groups or organisations primarily involving LGBTQIA+ people. Organisations must be able to prove their main aim is to represent or support the LGBTQIA+ communities. These Applicants must communicate a message relevant to the LGBTQIA+ communities; or
- **Non-LGBTQIA+** – Individuals, community groups or organisations who do not identify as LGBTQIA+ but supports the rights, achievements, culture, and aspirations of the LGBTQIA+ communities. These Applicant must communicate a clear message of support or celebration relating to the LGBTQIA+ communities and must not use an abbreviation of LGBTQIA+. These Entrants must not sell themselves or what they do unless they are directly promoting how they support or celebrate LGBTQIA+ communities.

Applications must also meet the 2024 Parade Entrant Term and Conditions as outlined by SGLMG. Entrants must not be discriminatory, homophobic, biphobic, transphobic, racist, sexist or breach any defamation law. Applications will not be accepted from organisations who have demonstrated any of the above in previous Parades or in their general business.

To secure placement in the Parade, successful Applicants must complete the following:

- Complete payment of the Parade Entry Fee by the Payment Deadline.
- Provide any requested information to SGLMG and complete all forms on time.
- Attend the mandatory Parade Entrants Briefing.
- Register the full name, phone number, email address and postal code of all individual Participants by the Participant Registration Deadline.

SGLMG will not accept Applications from tobacco companies.

## 4.2 SCORING

The selection criteria will be assessed using a scoring system of 0-5 where:

- 0 = criteria is NOT met
- 1 = criteria is met VERY POORLY
- 2 = criteria is met POORLY
- 3 = criteria is met (AVERAGE)
- 4 = criteria is met WELL
- 5 = criteria is met VERY WELL

Based on the FIVE (5) selection criteria, the maximum score an Application can receive is 25 points, per Curatorial Committee Member. Each members' score are combined for a total aggregated score for each application.

### **4.3 SELECTION PROCEDURE**

SGLMG anticipate that we will receive more applications than the operational capacity of total number of Parade Entry Groups and Participants. Each application will be reviewed by their total aggregated score based on the selection criteria, and then further considerations against the Equity Check below.

#### **4.3.1 EQUITY CHECK**

The Curatorial Committee will consider the following criteria:

- Ensuring Sydney Mardi Gras Parade has representation from as many of our LGBTQIA+SB communities as possible, including but not limited to First Nations, Trans and gender diverse people, Bears, Bisexuals, Asexuals, Furies, Families, People with Disability, etc.
- Prioritisation of LGBTQIA+SB Community Entrants over Blended Entrants and Allied Entrants.
- Inclusion of First Nations Entrants and Entrants consisting of people living with disabilities or with accessibility requirements.
- Historical significance of Entrant and their contribution to the lives of LGBTQIA+SB people.
- Significant milestones of the Entrant for that year (e.g. if an Entrant is celebrating their 20<sup>th</sup> anniversary participating at that year's Parade)
- Government Entrants may makeup no more than 10% of parade participant capacity.
- Equal participant numbers across nominated categories including political parties, religious entrants
- SGLMG may allocate lower participant numbers within certain sectors (e.g. political parties, religious groups) to allow more groups.
- Prioritising Individual/Small group Entrants
- Location of the Entrant
- Nationality and culture represented
- Consideration for joint entries

#### **4.3.2 APPLICATION OUTCOMES**

The collective recommendation provided by the Curatorial Committee will be reviewed by SGLMG, with final decision on application outcomes being made by SGLMG.

### **4.4 NOTIFICATION PROCESS**

SGLMG takes full responsibility of notifying parade applicants of their outcome. This will occur on 10 October 2023 by COB via email.

## **5 PARADE DETAILS**

This section contains general information about the Parade relevant to Entrants that will impact entry, creative concepts and some logistical planning.

### **5.1 ENTRANTS BRIEFING**

- The Parade Entrants Briefing session is mandatory for all Entrants to receive information on Parade day operations, logistics and safety. This must be attended by 1-2 key representatives,

ideally the primary organiser, a Float Marshall or Float Vehicle Driver, who will then pass on information to all their float participants.

- Entrants will be supplied with their group specific briefing pack which contains allocated marshalling position, arrival time, parade position, approximate parade start time, as well as general Entrant information and maps.
- Failure to attend the briefing session will forfeit the right to participate in the 2024 Parade.
- Successful Applicants will be notified of the confirmed date, time and venue of the briefing session.

## 5.2 ENTRY CATEGORIES AND FEES

The following table displays the entry categories and fees applicable to successful Applications approved as an Entrant to participate in the 2024 Parade. All prices are in \$AUD and include GST.

Entry Category	Fee	Description	Maximum Participant Capacity*
Individual or group of up to 5 Parade Participants	\$63	A single member of the LGBTQIA+ community or group of up to five people.	1-5 pax
Community Group with 6-40 Participants	\$174	A social group comprised of friends/family, or a NFP incorporated association such as local sporting clubs or support groups.	6-40 pax
Community Group with 41-80 Participants	\$349		41-80 pax
Government Agency	\$1089	Any government department or agency, excluding government owned commercial or business enterprises.	80 pax
Not for Profit Organisation with less than 50 employees	\$266	NFP organisations including charities, churches, and services organisations.	80 pax
Not for Profit Organisation with 51-500 employees	\$545		80 pax
Not for Profit Organisation with 501-1000 employees	\$787		80 pax
Not for Profit Organisation with more than 1000 employees	\$1089		80 pax
Political Party	\$1089	Any group/organisation that is representing or has affiliations with political parties.	80 pax
Small Business	\$1028	A micro or small business conducting general business activity for LGBTQIA+ and non-LGBTQIA+ communities. This category includes all event promoters. (Medium-Large businesses can only enter the Parade via partnership agreements)	80 pax
Tertiary Education Institute	\$1089	Any university or tertiary education institute, including TAFE and colleges.	80 pax

\*Please note this is the maximum capacity applicable to each entry category. Your parade group may be allocated a different capacity to this – please see [5.5.1](#) for further details.

Entrants must complete payment of the Entry Fee by the Payment Deadline. Final acceptance into the Parade is not confirmed until payment has been received. Entrants that fail to complete payment prior to the deadline will forfeit their right to participate in the Parade.

Refunds will not be issued if the Entrant decides to withdraw from the Parade, or if the Entrant is removed from the Parade on event day due to breach of any T&Cs.

### **5.3 MEDIA**

The Parade will be recorded for broadcast on television and online web stream by the official SGLMG broadcast partner, as well as photographed by SGLMG and various media outlets. As the event will be broadcast internationally, all Entrant organisers will be required to sign a Supplementary Media Release Form on behalf of all their participants by Friday 8 December 2023. By participating in the Parade, Entrants constitutes permission to SGLMG, official broadcast/media partners to photograph, film, tape and transmit any elements from the Parade entry, including but not limited to participants, messaging, and signage.

The successful Applicant and Float Marshalls are responsible for notifying Participants that they may be filmed or photographed for broadcast use, or for later promotional use by SGLMG or SGLMG's approved agents. SGLMG reserves the right to use the footage in any form and at its own discretion with no time limit or additional approvals required. During the Parade, all Participants must not live-stream audio-visual material of more than twenty (20) minutes aggregate in duration, from the Entry/Float via camera, to any social media accounts.

### **5.4 PARADE ORDER AND POSITION**

SGLMG aim to curate a Parade with exciting messaging that tells a story to our audience. The Parade order is an important part of the decision-making process and while consideration will be given to factors such as participants' ages and abilities, the final Parade order and position of Entrant groups is at the sole discretion of SGLMG.

Entrants will be advised of the placement of their Parade position within their briefing pack supplied at the Entrants Briefing. Placement cannot be exchanged, shared, traded or otherwise moved without the express written permission from SGLMG. SGLMG reserves the right to change the position of any Entrant group at any time.

On Parade day, all Entrants must form up in their assigned marshalling position at the designated time and location as determined by SGLMG. Marshalling staff and volunteers will be located within the marshalling zones to assist correct form up.

Each Entrant must remain in its Parade position whilst on Route for the duration of the Parade. There must be 5 metres distance between each Entrant group. Failure to remain in Parade position may result in removal from the Parade and limited representation in any official media.

### **5.5 PARTICIPANT INFORMATION**

#### **5.5.1 PARTICIPANT NUMBERS**

Each year the Parade is restricted to a maximum number of Participants and Entrants.

SGLMG consults with key stakeholders including NSW Police, NSW Health, Transport Management, City of Sydney and the Venue/s owner, to allow for maximum participation, ensuring the overall safety and security for all Participants.

Each Entrant is limited to a maximum of **80 Participants**.

If you have selected the entry categories for either '**Individual**' or '**Community Group with less than 40 participants**', you are restricted to a maximum of either **5 or 40 people**, respectively.

This total number must include your marchers, drivers, any participants riding on your Float Vehicle, photographers or videographers, choreographers, and any production crew that may be required to operate/manage technical equipment.

SGLMG may reduce the number of Participants requested in your application, in order to allow more groups to participate in the parade.

Please note your group may be approved for a smaller number of participants, despite the maximum number included in each entry category. You will be advised of your approved maximum number of participants when your parade entry is approved.

### **5.5.2 PARTICIPANT REGISTRATION**

Entrant groups are required to register the full name, mobile phone number, email address and post code of all Participants involved. Successful Applicants (primary contact) will be required to provide SGLMG with the full contact list by the Participant Registration Deadline (Friday 23 February 2024).

The primary contact is responsible for gaining the consent from individual Participants to share their contact information which will be used in accordance with SGLMG's [privacy policy](#). All individual Participants must also read, acknowledge and adhere to the 2024 Parade Entrant T&Cs.

Each registered Participant will be emailed a unique QR Code ticket/pass that must be presented to gain entry to the Marshalling Area.

Individuals will also need to present valid photo identification that corresponds with the name registered on the ticket/pass to gain entry to the Marshalling Area. Please ensure all Participants are aware of this requirement in advance.

For individuals (e.g. minors or people with disability) that do not have the capacity to manage their own email address or mobile number, contact details of the legal guardian or carer accompanying them during Parade day must be registered instead.

### **5.5.3 FLOAT MARSHALLS**

Each Entrant must provide two (2) designated Marshalls to act as the official liaison and emergency contact between the Entrant and SGLMG on Parade day.

Responsibilities include and are not limited to:

- Attend the Parade Entrants Briefing.
- Supply SGLMG with all required information (including vehicle and driver details) by the required due dates.
- Check-in with the SGLMG Registration Team at the Marshalling Area and ensure that your Participants and Float Vehicle arrive at the Marshalling Area at your assigned time.

- Wear the accreditation provided by SGLMG on Parade night to identify yourself as a Float Marshall.
- Ensure the safety of your Participants by remaining with your Entry and vehicle at all times.
- Ensure that your Entry does not intentionally cause the Parade to stop.
- Nominate a participant from your group to lead your Entry on the Parade Route by carrying the Entrant Group Name sign provided by SGLMG.

#### 5.5.4 MINORS

All Participants that are minors must always be accompanied by a legal guardian at the Parade. Whilst there are no age restrictions, SGLMG strongly advise that they have the physical capacity to participate in the Parade for full duration. Participants can be required to marshall from as early as 3:00 PM and some may not complete the Parade Route until as late as 11:00 PM. We suggest using noise-cancelling headphones for young children.

### 5.6 ACCESSIBILITY CONSIDERATIONS

Mardi Gras was founded on the values of acceptance and inclusion. We aim to ensure our events are as welcoming and accessible as possible. Below is a list of accessibility considerations for those participating in the Parade.

#### 5.6.1 PARADE ORDER AND POSITION

The Parade order is an important part of the decision-making process and while consideration will be given to factors such as participants’ ages and abilities, the final Parade order and position of Entrant groups is at the sole discretion of SGLMG. We advise to highlight your accessible requirements in the application process and confirm by 8 December 2023 to assist us with these decisions.

#### 5.6.2 VENUE CONSIDERATIONS FOR ACCESSIBILITY

The Parade event in itself is an extremely stimulating environment, so we encourage you to make this information available to your participants. There will be loud sounds from people cheering, audio equipment or instruments, and large trucks. There will be various lighting/colour effects including LED or fluorescent lights. There will be various special effects such as confetti cannons, mist and bubble machines. You may see or brush past people in various clothing/attire (or lack thereof). We strongly advise that participants implement relevant risk mitigation strategies such as wearing noise-cancelling headphones or glasses.

The below table outlines various locations and terrains that participants with accessibility requirements can traverse through.

LOCATION	TERRAIN
<b>Marshalling Area</b> Hyde Park South, Liverpool Street, College Street, Wentworth Avenue	Grass and pavement on mostly flat surface, and some stairs within park. Road on mostly flat surface and dirt/gravel on mostly flat surface with some slight inclines and roadside curb ramps.
<b>Parade Route</b> Oxford Street, Flinders Street, Anzac Parade	Road on mostly flat surface with slight incline and multiple median strips.
<b>End Area</b> Anzac Parade and Moore Park West area	Primarily road and pavement on mostly flat surface. Some areas have slight inclines and roadside curb ramps.

### 5.6.3 MARSHALLING AREA ACCESSIBILITY

- Dedicated access pathways and gates will be available to participants with accessibility requirements. These access points will be provided via the Parade Marshalling Area Map.
- The Marshalling Area has dedicated toilets (including wheelchair-accessible), water stations, and food and non-alcoholic drink vendors. You are also allowed to bring your own food and non-alcoholic drinks into the Marshalling Area, and this option is encouraged for anyone with severe allergies or dietary requirements. There will be a Quiet Room available for participants that need a short time away from the stress and stimulation of the local environment. Please note that the Quiet Room is not sound-proofed.
- There will be a Family Zone available in the park for family-group participants that want to congregate together with their young children.

### 5.6.4 PARADE ROUTE ACCESSIBILITY

- The Parade route begins from Whitlam Square, continues onto Oxford Street, turns right at Taylor Square onto Flinders Street, and continues onto Anzac Parade ending at the Tibby Cotter Bridge.
- The total distance of the route is approximately 1.7 kilometres.
- The total time to travel the route is approximately 35 minutes.
- The route varies in width as it alternates between 2 to 3 road lanes in size. The minimum width the route will be is 6 metres, and maximum width being 9 metres. Note that there are various median strips throughout the route.
- The route is surrounded by audience viewing the parade. The audience will cheer and shout.
- At certain points along the route, there will be technical production such as pyrotechnics (fireworks), lighting effects and broadcast cameras.

### 5.6.5 END AREA ACCESSIBILITY

- The End Area begins on Anzac Parade after the Tibby Cotter Bridge until Lang Road and also takes up areas within Moore Park between Kippax Lake and the bus loop. Ramps are in place to assist with traversing from the road to the curb for those with accessibility requirements.

### 5.6.6 ACCESSIBLE PARTICIPANT REGISTRATION

For individuals (e.g. minors or people with disability) that do not have the capacity to manage their own email address or mobile number, contact details of the legal guardian or carer accompanying them during Parade day must be registered instead. This information is required for ticketing purposes.

## 5.7 VENUE CONSIDERATIONS

Operating the Parade throughout the city of Sydney brings a few factors that you must consider:

- Please refer to the table below for a summary of all the locations in which Entrants will need to traverse through.
- Please ensure that all your participants, including wheelchair users or those wearing high heels, are comfortable with traversing through the various terrains.
- Float vehicles and all creative components, including your pushables, props, inflatables and puppets, must not exceed the dimensions outlined in [Section 6.1](#) due to height and width restrictions of the parade route.



- The Parade event in itself is an extremely stimulating environment so we encourage you to make this information available to your participants. There will be loud sounds from people cheering, audio equipment or instruments, and large trucks. There will be various lighting/colour effects including LED or fluorescent lights. There will be various special effects such as confetti cannons, mist and bubble machines. You may see or brush past people in various clothing/attire (or lack thereof). We strongly advise that participants implement relevant strategies such as wearing noise-cancelling headphones or sunglasses if needed.

The below table outlines various locations and terrains that participants, vehicles and pushables can traverse through. Vehicles will only travel on road surfaces.

LOCATION	TERRAIN
<b>Marshalling Area</b> Hyde Park South, Liverpool Street, College Street, Wentworth Avenue	Grass and pavement on mostly flat surface, and some stairs within park. Road on mostly flat surface and dirt/gravel on mostly flat surface with some slight inclines and roadside curb ramps.
<b>Parade Route</b> Oxford Street, Flinders Street, Anzac Parade	Road on mostly flat surface with slight incline and multiple median strips.
<b>End Area</b> Anzac Parade and Moore Park West area	Primarily road and pavement on mostly flat surface. Some areas have slight inclines and roadside curb ramps.

### 5.7.1 MARSHALLING AREA

- Parade Entrants, including participants, float vehicles and all creative components, will be marshalled at Hyde Park South and following roads:
  - Liverpool Street between Elizabeth Street and College Street
  - College Street between Liverpool Street and Park Street
  - Wentworth Avenue between Liverpool Street and Goulburn Street
- Entrants will be given staggered arrival times for participants between 3:00PM to 7:00PM.
- Float vehicles will be given staggered arrival times between 2:30PM to 6:30PM.
- Entrants will be assigned a Marshalling Area Position, which will be located in a road lane. This position is where Entrants depart the Marshalling Area to enter on Parade route. It is extremely important that float vehicles and all creative components (pushables, props, etc) fit within the dimensions listed in the table below in [Section 6.1](#). Please note that participants will not be permitted to access the marshalling positions until float vehicle movements have completed.
- Entrants must remain in the Marshalling Area until they are requested to travel onto the Parade route for start. Estimated start times will be provided at Entrants Briefing.
- There are no pass outs from the Marshalling Area after 7pm. Until then, you are able to exit and re-enter the marshalling area.
- The Marshalling Area has dedicated toilets (including wheelchair-accessible), water stations, and food and non-alcoholic drink vendors. You are also allowed to bring your own food and non-alcoholic drinks into the Marshalling Area. Our food vendors will have vegetarian, vegan, gluten-free options, and stock levels will vary. Should you have any particular dietary requirements, we suggest you bring in your own food.

- There will be a Quiet Room available for participants that need a short time away from the stress and stimulation of the local environment. This includes people with disabilities, medical conditions, etc.
- There will be a Family Zone available in the park for family-group participants that want to congregate together with their young children.
- Physical shade/shelter structures are not available. Existing park trees can provide shade.
- Additional seating is not available. There are existing park benches spread across the park.

### **5.7.2 PARADE ROUTE**

- The Parade route begins from Whitlam Square, continues onto Oxford Street, turns right at Taylor Square onto Flinders Street, and continues onto Anzac Parade ending at the Tibby Cotter Bridge.
- The total distance of the route is approximately 1.7 kilometres.
- The total time to travel the route is approximately 35 minutes.
- Entrants must remain 5 metres behind the Parade group in front of them.
- The route varies in width as it alternates between 2 to 3 road lanes in size. The minimum width the route will be is 6 metres, and maximum width being 9 metres. Note that there are various median strips throughout the route so any large pushables or props must not exceed 6 metres in width. These must also be able to quickly (within a few seconds) extend and retract to the standard 2.5 metre width – this is so they fit within the single road lane allocated in Marshalling and End Areas, and to allow emergency vehicles to easily pass them as required. Float vehicle designs must not exceed 2.5 metres in width. This includes any decorations attached to the vehicle.
- Entrants must always remain within the parade route and must not cross the fencing which separates the audience or operational areas.
- The majority of the audience will be watching from the side of the road on flat ground. There will be crowds of more than 4 rows deep, so we encourage Entrants to design creative concepts with height for the biggest visual impact.
- There are various viewing areas located along the route, include free and ticketed viewing areas. While we encourage you to engage and interact with the audience, please consider consent before touching other people, and make sure you do not stop or delay the parade. SGLMG proudly operates a free and accessible viewing area on Flinders St after Taylor Square so please be sure to engage the audience there.
- There will be various media bays located along the route. Be sure to give big smiles and interact with them without delaying the group behind you.
- Taylor Square and Drivers Triangle are the primary locations for our broadcast cameras and media so this will be the best spot to ensure that your choreography, smiles, performance etc are top notch here. Note that Entrant groups must not slow down, pause or stop anywhere along the route, including in these areas.

### **5.7.3 END AREA**

- The End Area begins on Anzac Parade after the Tibby Cotter Bridge until Lang Road and also takes up areas within Moore Park between Kippax Lake and the bus loop.
- Float vehicles must continue on Anzac Parade and follow directions of SGLMG staff, volunteers, traffic controllers, security and NSW Police. Float vehicles will be able to strip/remove decorations etc to become legal, road-worthy vehicles in this area. Please note this should not be a full de-rig/bump-out of your float, and must not take any longer than 5 minutes.

- Vehicles may be subject to inspections from NSW Police prior to returning to the road.
- There will be dedicated toilets (including wheelchair-accessible), water stations, and food and non-alcoholic drink vendors.
- Physical shade/shelter structures are not available.
- Additional seating is not available.

## 6 ENTRY CREATIVE CONCEPT AND COMPONENTS

Our worldwide renowned Parade resonates with participants and spectators alike, with entries that inspire the audience to feel something, whether they cheer, laugh, cry or reflect upon. We encourage Entrants to be big and fabulous with the creative concept using a clear simple message that is visually exciting.

The following section lists approved creative components and provides considerations on how these can be used in your entry. All Entrants and Participants are responsible for the safety and security of their own belongings, goods, and equipment.

### 6.1 SIZE RESTRICTIONS

Due to the physical space where all creative components need to traverse, we have certain size restrictions for vehicles and other creative elements. Many of these restrictions are the legal limits within NSW and are not negotiable. Please refer to the table below.

SIZE RESTRICTIONS				
CREATIVE COMPONENT	HEIGHT	WIDTH MARSHALLING OR END AREAS	WIDTH PARADE ROUTE	LENGTH
Float Vehicle	4.3 metres	2.5 metres	2.5 metres	11 metres
Fixed large prop - Pushable, inflatable, puppet	4.3 metres	2.4 metres	6 metres*	5 metres

\*These creative components must be easily manoeuvrable and be able to quickly extend/retract back to 2.5m width within 5 seconds.

Please note that each group is permitted to a maximum of:

- 1 float vehicle; or
- 1 fixed large prop as per above dimensions, unless otherwise approved in writing by SGLMG.

### 6.2 MESSAGING

Entrants must communicate clear messaging (whether expressed verbally, in writing, in imagery or otherwise) that:

- Is in support or celebration relevant to the LGBTQIA+ communities;
- Has relevance to the [2024 Festival theme](#); and
- Is delivered in non-discriminatory, non-violent, and non-threatening manner.

Messaging must not:

- Promote or condone violence or the incitement of hatred towards any persons;

- Advertise or promote any other group, organisation, business or product, unless approved by SGLMG as a “Community Supporter”. For more details, refer to [Section 7 Supporter Guidelines for Community Entrants](#) below; and For more details, refer to [Section 8](#); or
- Use the SGLMG brand and logo, or promote/imply that the Entrant is an official SGLMG partner, sponsor, supporter or supplier.

We recommend that Entrants have some signage identifying their Group/Organisation name. Your participation is important for both messaging and representation for our communities, so we want the audience to be able to identify your group.

### 6.3 COSTUMES AND OUTFITS

Your participants should look and feel fabulous! We encourage you to unite your participants by using a common theme or wearing costumes/outfits that are coordinated or complementary. Use unexpected materials or experiment with different colours and textures to create something spectacular. Whilst we encourage your costumes/outfits to have a unifying theme, we advise that you also enable your participants to wear clothing that they are comfortable wearing.

Please note that full-frontal nudity of lower genitalia is not permitted so please ensure that all costumes/outfits adhere to this.

The Marshalling and End Areas, as well as Parade Route itself have various and uneven terrains (refer to [Section 5.7](#) for details), so we recommend that all walking participants wear shoes that they are comfortable and confident with. Barefoot is not advised due to rough terrain and safety precautions.

### 6.4 CHOREOGRAPHY AND MOVEMENT

Gaps in the Parade train hinder the enjoyment of participants and audience, as well as delays the time in which everyone can return home or continue partying elsewhere. To avoid this, the following must be adhered to:

- All Entrants must be moving forward along the route at a pace of 1 metres per second (60 metres per minute, or 3.6km per hour), unless stopped by SGLMG Staff, NSW Police, Security or Volunteers.
- Choreography must always be in a forward-moving direction along the route, including near Taylor Square. Choreography must not involve standing still or moving backwards/sideways.
- **Entrants must not stop at any time, unless directed to do so by SGLMG staff, volunteers, NSW Police or Security.** Participants must continue walking/dancing and are not permitted to stop for poses, push-ups, media moments, dance routines or shows unless authorised in advance by SGLMG. Any Entrants who stop and delay the Parade significantly are at risk of being extracted from the Parade or refused entry in future years.
- If using a vehicle, there must be a minimum 2 metre gap between the vehicle and any participants walking. Participants must also ensure that they are within the driver’s field of vision.
- Follow directions of all SGLMG staff, volunteers, security or NSW Police – e.g. If asked to move on, increase pace, or stop.

As a general rule, there must be a minimum 5 metre gap between your group and the Entrant groups in front and behind you whilst on the parade route.

## 6.5 MUSIC/AUDIO

All Entrants that plan to use audio/music must include details within their Application. Accepted forms include:

- Digital amplified via audio systems
- Live instruments (e.g. drumming/pipe bands, etc)

We recommend tracks are approximately 120 BPM (beats per minute) to assist with pacing.

If using choreography that is reliant on audio/music, we recommend that your audio amplification is strong enough so that all your participants can hear it.

If using digital music, we strongly advise against relying on streaming services due to mobile network congestion. We recommend that your files are downloaded onto the device (e.g. laptop, iPod, etc) and that you have sufficient back-ups, charging cables, etc.

Entrants are not required to obtain music licenses for the right to play licensed music at the Parade. SGLMG holds an event music license which covers the right for licensed music to be played at the event. Entrants are required to provide SGLMG with the music details (artist/s, song title/s, etc) that they will play during the Parade so those artists can be paid the correct royalties.

All audio equipment must adhere to the T&Cs as per [Section 6.15](#).

## 6.6 PROPS AND PUPPETS

We encourage you to use props that are lightweight, easy to carry and transport. Examples include flags; banners; placards; umbrellas; fans; sports equipment such as footballs, soccer balls, tennis racquets; hula hoops; poi; staff; custom made props, etc. Giant puppets with performer/s inside and backpack puppets are always a fun highlight for the audience. All props and puppets should easily be incorporated with your messaging or choreography.

Please note that props must not be thrown (either to fellow participants or spectators) as it is a safety risk. SGLMG reserves the right to confiscate props and remove the person/s throwing props from participating in the Parade.

All props and puppets must meet the dimension restrictions as outlined in [Section 6.1](#).

## 6.7 PUSHABLES

Building a pushable is great way to make a bold statement with your creative concept.

Pushables must comply with the following:

- Pushables must not exceed the dimension as outlined in [Section 6.1](#).
- Pushables must use wheels that have brake locks for stability and easier manoeuvrability.
- We recommend that pushables do not exceed 200 kilograms in weight unless you have specialist crew to handle them.
- Technical drawings must be provided to SGLMG by Friday 8 December 2023. Engineering certificates must be provided to SGLMG as required.
- Participants are not permitted to sit or ride on pushables, unless they are able to provide SGLMG with insurance, engineering certificates, risk mitigation and assessment for review. This will only be permitted if approved in advance by SGLMG.

Note that pushables cannot be directly dropped off to the Marshalling Area or collected from the End Area from a transport vehicle separate to your float vehicle due to the extensive road closures and limited space for marshalling/derigging.

## 6.8 LIGHTING

The Parade begins just before dusk so a little bit of lighting can add some flair to your Entry. We suggest attaching LED lights fairy lighting, car headlights with batteries to your costumes or props to help make you stand out. We suggest that lighting is battery-powered, portable, lightweight and handheld for ease of logistics. All lighting equipment must adhere to the T&Cs as per [Section 6.15](#). All lighting equipment must adhere to the T&Cs as per [Section 6.15](#).

## 6.9 MATERIALS

- Confetti must be biodegradable and water-soluble. Confetti may be thrown via hands or cannons. Foil confetti is not permitted.
- Glitter must be biodegradable and applied to costumes/props as best as possible. Glitter must not be thrown via hands or cannons.
- Polystyrene and alternative materials can be cut into giant letters or shapes and painted or glittered to convey your messaging. We encourage you to use sustainable or recyclable materials wherever possible.

## 6.10 MISCELLANEOUS

### 6.10.1 ANIMALS

Assistance animals are permitted to accompany participating people with disability. Assistance animals should be registered, with documentation provided to SGLMG by the Individual Participation Submission Deadline (16 February 2024).

No other animals are permitted on the parade route, or within the Marshalling and End Areas.

### 6.10.2 BICYCLES, SCOOTERS, ROLLERSKATES

Bicycles, scooters and rollerskates/blades are fun elements to add to your Entry. Protective gear must be worn.

### 6.10.3 INFLATABLES

Inflatables are a great way to add height and creativity to your entry. Please ensure that you have considered the height, width and length restrictions whilst designing your inflatables. Permission to use inflatables can only be granted in writing by SGLMG, which will be dependent on the following:

- Inflatables must comply with the dimensions as outlined in [Section 6.1](#).
- Technical drawings, engineering certificates and MSDS or SWMS documents must be provided to SGLMG by Friday 8 December 2023.
- Inflatables must be handled (including inflation and deflation) by a professional.
- Inflatables must have a rapid deflate function such as Velcro or zipper release.

### 6.10.4 STILT-WALKERS

Stilt-walkers are another fabulous way to add height and creativity. Permission to have stilt-walkers can only be granted in writing by SGLMG, which will be dependent on the following:

- Stilt-walkers must be professionals and must provide SGLMG with Public Liability Insurance (PLI) certificate of up to \$20 million and a targeted risk assessment by Friday 8 December 2023.
- Maximum height of stilt-walker must comply with height restriction of 4.3 metres.

### **6.11 HANDOUTS**

Handouts of any items or objects are not permitted at the Parade, due to crowd safety protocols. Objects must not be thrown on the Parade Route or thrown or handed to audience members and other Participants. Anyone found in possession of items, including gifts, flyers, merchandise, with the intention to handout or seen handing out items in the Marshalling Area may be asked to leave and not participate in the Parade, and those items may be confiscated.

### **6.12 PRODUCT OR SPONSOR ADVERTISING**

To maintain the integrity of the Parade, product and services advertisement or sampling is not permitted. Businesses and organisations can represent themselves but cannot advertise specific products, services or campaigns. This includes bar nights, parties, special events, organisational campaigns and political messages.

The distribution of product samples and print advertisements is strictly prohibited due to crowd safety protocols.

Ineligible activations include but are not limited to:

- Handing out products, samples, and leaflets.
- Use of physical signage, digital screens, SMS competitions, digital and social media platforms to advertise products, services or campaigns, as well as engaging in commercial transactions.
- Filming of your Entry and the Parade for immediate and/or later broadcast across any form of media, including social media platforms without disclosure to and approval from SGLMG is not permitted.
- Communication in any form of special offers or competitions.

Entrants who are found in violation of these T&Cs will have any handouts or signage removed from the Parade.

### **6.13 RESTRICTIONS**

Restricted items include animals (excluding registered assistance animals), balloons, glitter cannons, foil confetti, projectiles, glass, fire, open flames, pyrotechnics (fireworks), flares, fire batons, fire breathing, sparklers, sparks, welding, weapons or imitation weapons, hazardous or flammable goods/chemicals, and goods prohibited by law. We also strictly control the use of Projectiles and remote-controlled devices including any kind of drone, helicopters, planes and cars.

Other restrictions include full-frontal nudity of lower genitalia, solicitation of funds, and campaigning.

Laws relating to the use of public space, defamation, vehicle registration, driving under the influence, consumption of alcohol and other drugs, and indecent exposure all remain in place during the Parade. The Parade event precinct (Marshalling Area, Route, End Area and surrounding streets) are within alcohol-free zones and NSW Police have the power to confiscate or dispose of alcohol found in these areas.

### 6.14 SUSTAINABILITY AND WASTE MANAGEMENT

SGLMG is committed to be as environmentally sustainable as possible and this extends to keeping the Parade clean. Entrants must comply with the below:

- Confetti Cannons – If you are intending on using confetti, it must be bio-degradable and water-soluble. Foil confetti is prohibited.
- Balloons – The use of balloons is prohibited.
- Glitter – You must use only biodegradable glitter and apply to surfaces as best as possible. Glitter must not be thrown via hands or cannons. Entrants in violation may be liable for cleaning fees.
- Recycling and Re-using Materials – We ask that Entrants use recyclable materials and re-use items for construction of floats, props and costumes, and minimise consumables where possible. This includes biodegradable materials, reusable water bottles, and re-using props and banners from previous years.
- Waste Management – Entrants are required to utilise the waste facilities provided within the Venue, including the Marshalling Area on Parade Day. We suggest bringing your own (biodegradable) rubbish bags to assist with compacting waste.

We encourage all entrants to talk to our parade and workshop team about how they can reduce waste, reuse and recycle equipment.

### 6.15 TECHNICAL PRODUCTION

All Entries must comply with the following if using a float vehicle or pushable:

- All lighting, AV equipment or any infrastructure must be supplied and installed by a professional company or registered company. Relevant equipment must be operated by a professional.
- Any confetti cannons or similar SFX systems must be positioned pointing upwards and not towards the crowd or any people.
- All electrical equipment, including leads, must be tagged and tested to comply with industry standards.
- All equipment must be safely secured to your vehicle/pushable. You must have wet weather contingency to protect this equipment. All equipment must have appropriate ventilation.
- SGLMG may require the Entrant to provide documents such as SWMS, MSDS, risk assessments and/or technical drawings.

### 6.16 Restricted Items Information

ITEM	APPROVAL PROCESS	REQUIREMENTS
Generators	Group must notify SGLMG + ensure you have met all requirements	Generator type + product details (e.g. 2.5kVA Maxwatt Digital Inverter Generator (MX2500iS)) Power Limit (kva) Container (if needed) Location on float and how you will ensure appropriate ventilation Fuel type and where you are storing any additional fuel



Fog/Smoke/Haze Machine	Group must notify SGLMG + ensure you have met all requirements	Quantity Location on float vehicle Product type + details
Confetti Canons – Handheld	Group must notify SGLMG + ensure you have met all requirements	Quantity Location on float vehicle/marching group All confetti must be biodegradable Cannons must be pointed upwards and not towards the crowd or any parade participants
Pushable	Group must notify SGLMG + ensure you have met all requirements	Drawings provided to SGLMG by Friday 8 December 2023 Pushables must comply with size restrictions stated in Parade Terms & Conditions We recommend that pushables do not exceed 200 kilograms in weight unless you have specialist crew to handle them. Pushables must use wheels that have brake locks/emergency brakes. Engineering certificate may be requested by SGLMG, assessed on a case-by-case basis Participants are not permitted to sit or ride on pushables, unless they are able to provide SGLMG with insurance, engineering certificates, risk assessment & mitigation methods for review.
Confetti Cannons – Electric or CO2	<b>Restricted:</b> Group must provide all required documents and information to SGLMG by Friday 8 December 2023. SGLMG will assess and give approval in writing if appropriate.	Quantity Location on float vehicle Cannons must point upwards and not towards the crowd or any parade participants Frequency & duration of bursts Risk Assessment Safe Work Method Statement Either the float group or the company operating the cannons must hold Public Liability Insurance. All confetti must be biodegradable and water-soluble
SFX (Special Effects)	<b>Restricted:</b> Group must provide all required documents and information to SGLMG by Friday 8 December, 2023.	Risk Assessment, SWMs, Make & Model, Location on Float, Quantity, Persons Responsible

	SGLMG will assess and give approval in writing if appropriate.	
C02 Cannon	<b>Restricted:</b> Group must provide all required documents and information to SGLMG by Friday 8 December, 2023. SGLMG will assess and give approval in writing if appropriate.	Quantity, Location on float vehicle. Frequency & duration of bursts. C02 tank sizes and storage/location on float. Risk Assessment Safe Work Method Statement - Either the float group or the company operating the cannons must hold Public Liability Insurance. Cannons must point upwards and not towards the crowd or any parade participants.
Large Inflatable Items	<b>Restricted:</b> Group must provide all required documents and information to SGLMG by Friday 8 December, 2023. SGLMG will assess and give approval in writing if appropriate.	Inflatable must comply with size restrictions stated in Parade Terms & Conditions Technical drawings Engineering certificate Safe Work Method Statement Information on how item is weighted/secured to float Inflatables must be handled (including inflation and deflation) by a professional Inflatables must have a rapid deflate function such as Velcro or zipper release Either the float group or the company handling the inflatable must hold Public Liability Insurance
Stilt Walkers	<b>Restricted:</b> Group must provide all required documents and information to SGLMG. SGLMG will assess and give approval in writing if appropriate.	Silt walkers must be professionals Stilt walkers must hold public liability of minimum \$20 million Targeted risk assessment Maximum height of stilt-walker must comply with height restriction of 4.2 metres

### 6.17 PHOTO INSPIRATION

For some visual inspiration and photos of previous parade entries, please visit our gallery [here](#).

### 6.18 PARADE COMMUNITY AWARDS

Our Parade Community Awards are intended to encourage participants to stand out and produce a float entry to their absolute best capability, whilst having a meaningful presence in the Parade. Our Parade Judges panel, comprised of diverse community representatives, assess Entrants on Parade day and provide valuable feedback for SGLMG to determine nominations.

Our 2024 Parade Award categories are:

- Ron Austin Award for Most Fabulous Parade Entry
- Ron Muncaster Award for Best Costume
- Best Choreography
- Best Float Design
- Best Individual or Small Group
- Best Satirical Entry
- The Spirit of 1978

## 7 FLOAT VEHICLES

Vehicles can add a lot to an entry by carrying lights and sound equipment, or being transformed into a moving piece of art. The front of your vehicle is what the audience first sees, and the sides of your vehicle is what they will see for the longest period. Try to find inventive ways of decorating the vehicle to maximise the visibility of your entry's creative concept.

Please note that we will only permit maximum **1 vehicle per entry**. It is expected that you have a creative or practical reason to justify your vehicle.

Additional vehicles are not permitted to access the Start Marshalling Area, Parade Route or End Area for transport of equipment, props or people.

If using a vehicle, your application must include the following:

- Vehicle type
- Vehicle make/model
- Details if using a trailer
- Total vehicle length

Successful applicants will be required to confirm the above details, as well as provide the following information by 5:00 PM Friday 19 January 2024:

- Vehicle registration number
- Driver and Co-Driver details:
  - First and last name
  - Licence number, including class, state of issue and expiry date
  - Mobile phone number

For the safety of all participants and spectators, SGLMG works with New South Wales Police to carry out general background checks on drivers prior to the event. Vehicles may be refused entry to Parade on event day if:

- We do not receive your information by the due date above; or
- The vehicle that arrives on event day does not match the information previously provided.

### 7.1 VEHICLE DIMENSIONS

The maximum dimensions of your float vehicle, including any additional adornments is:

**2.5m wide, 4.3m high and 11m long.**

These measurements are non-negotiable and are enforced due to external factors such as overhanging street signs, maintaining emergency lanes and ensuring vehicles can safely navigate the

Marshalling Area, Route and End Area. It is extremely important that your vehicle does not exceed a maximum of 4.3m in height (including the height of any people standing on top of your vehicle).

We also advise that you consider your float vehicle's route to and from home when choosing or designing your vehicle. There may be tunnels, bridges, etc with height limits that you may have to travel through in order to get to the Parade sites.

## 7.2 ACCEPTED VEHICLE TYPES

SGLMG will accept the following vehicles from applicants:

- Cars, including convertibles
- Utes
- Vans
- Motorbikes or Trikes
- Vehicles + trailers
- 2 – 8 tonne Flatbed Trucks
- Buses or Minibuses – Please note that there will be a strict limit to the number of buses in the Parade and that priority for buses will be given to groups with mobility impaired participants. Double-decker buses are not accepted.

## 7.3 LEGAL REQUIREMENTS & VEHICLE CONSIDERATIONS

- Your vehicle must be registered, roadworthy, insured and in good operating condition. Any unregistered or un-roadworthy vehicles will be removed and towed out of the Marshalling Area.
- If you intend to source your vehicle from a rental hire company, you must notify the hire company your intent to use the vehicle for a parade event and obtain any relevant or additional insurances required for its use.
- Any decorations, lighting/sound systems or staging must be safely and firmly secured onto your vehicle.
- If you have any participants riding on the vehicle's tray, you must implement safety railings or barriers on all sides to prohibit people from falling off the edges, and/or secure participants to a solid structure with appropriate safety harnesses. No one may board or alight the vehicle once it is in motion. Your participants must board or alight the vehicle only when it is at a complete stop, at the start or end of Parade.
- Your vehicle must have a driver who is appropriately licensed as well as a back-up driver. Some vehicles require a special licence; for example, 6 tonne trucks require a LR licence to drive. The driver and back-up driver must carry this licence with them at all times on Parade.
- Your driver must not have a blood alcohol level over the legal limit or be under the influence of drugs. Both Drug and Breath Testing may occur at Start and End Areas.
- Your driver must remain within the vehicle at all times, and must always keep the keys with the vehicle, in case of an emergency. As the parade is a long day, we suggest you have a co-driver to relieve your main driver for food/restroom breaks. Spare set of keys is also recommended.
- You must provide SGLMG with your driver and back-up drivers' name, license number, mobile phone number and consent, as well as vehicle registration number for NSW Police to perform general background checks. We work closely with NSW Police for the safety of all participants and spectators. This must be supplied by the required due date, or SGLMG/NSW Police may refuse access to your driver/vehicle. All drivers will be subject to alcohol and drug testing prior to the parade.

- Any participants riding on a vehicle must be harnessed or standing behind/holding onto an appropriate horizontal safety railing.
- Additional vehicle requirements:
  - Lights, wipers & horn must be in working condition
  - Vehicle registration/number plate must be visible at all times, on both the front & back of the vehicle
  - Side & rear vision mirrors must be visible at all times. Vehicle function & driver's range of vision must not be impeded in any way.
  - Consideration must be given to the weight load of the vehicle when designing and building your float.
- While on the parade route, vehicles must never exceed 5km/h.

Please note that although SGLMG and NSW Police may carry out safety checks, it is ultimately the responsibility of each parade group to ensure that their vehicle is safe and roadworthy. It is also the group's responsibility to ensure participants riding on board the float are safe and behave in a way that complies with the safety requirements and code of conduct detailed in this document, in order to avoid injury or damages.

SGLMG strongly encourages all groups using vehicles, props or special effects to conduct risk assessments and use appropriate risk minimisation measures where possible.

## 8 SUPPORTER GUIDELINES FOR COMMUNITY ENTRIES

The large Parade audience offers businesses and organisations a valuable opportunity to promote their support for the LGBTQIA+ communities by assisting community groups produce their Entry with funding or in-kind donations. SGLMG acknowledge that without the support from businesses, many community group Entries would not be possible or as fabulous as they would otherwise be!

Equally, SGLMG would not exist without the generous financial support from partnerships with leading Australian brands that actively support the LGBTQIA+ communities. The revenue that comes from these partnerships is a significant funding source for the operational delivery of the Parade.

Our corporate partners are restricted to 14% of total parade capacity with the remainder allocated to community. To ensure this, SGLMG have set clear parameters for community organisations to gain financial or in-kind support for themselves, whilst respecting the contribution of SGLMG partners.

Community organisations are permitted to show branding and acknowledge the support of any business or organisation (unless stipulated in the category exclusions below), within the Branding Guidelines specified below.

### 8.1 ELIGIBILITY

Community organisations are permitted to partner with any business or organisation with the exception of tobacco companies, or those that do not align with the Mission, Vision and Values of SGLMG. All partners must be disclosed within the Application or otherwise SGLMG must be later notified in writing by the Entrant Group. SGLMG reserves the right to request further background information of partners and determine its suitability for Parade branding acknowledgement outside these criteria.

### 8.2 BRANDING AND MESSAGING

If physical branding acknowledgement on Entries is desired, the below criteria must be met:

- This must be disclosed within the Application for SGLMG approval. Supporting documents to display visual designs must be submitted.
- Any branding must include a specific message to show support or relevance to the LGBTQIA+ communities or their rights. There is no specific form of the wording, however the message must mean something to the Entrant, be legitimate and relevant to the LGBTQIA+ communities, and ideally align with the Entrant's creative concept. Demonstration of support is the most important thing, not branding.
- This message must be displayed on the Entry in two (2) locations maximum. For example, on one banner and one placard.
- Logos in isolation, the inclusion of product names and commercial website addresses are not permitted.
- The supporter must not use the SGLMG name or brand (including Sydney Mardi Gras, Sydney Gay and Lesbian Mardi Gras or Mardi Gras) in their support message or in any other fashion. The supporter must not identify or imply that they are an official partner of SGLMG.

**Signage Guidelines:**

- The Entrant's group name, branding and messaging must be larger and more prominent than that of the supporter's entire message.
- Brand or logo acknowledgement must not exceed 1 metre x 1 metre.
- Lettering in the supporter acknowledgement must not exceed 15 words maximum.

**Appropriate Examples include:**

- XYZ Hardware loves the Rainbow Marchers and proudly supports the LGBTQIA+ community.
- XYZ Industrial is proud to support the LGBTQIA+ singers.

**Clothing Attire**

No branding or sponsor messaging are allowed on clothing attire except for sporting uniforms with pre-existing sponsors acknowledgement (e.g. football or netball jerseys).

### 8.3 DISCLOSURE

Entrants must disclose the names of any supporters and proposed branding acknowledgement or messaging on the Application form. Any changes must be communicated in writing to SGLMG for approval by 5PM, Friday 12 January 2024. SGLMG reserves the right to deny supporter signage if it conflicts these T&Cs and/or with agreements between SGLMG and official partners.

SGLMG will not permit entry on Parade night unless all branding or messaging signage matches what has been approved in the Application. SGLMG reserves the right to cover or remove any signage that does not comply with these T&Cs.

## 9 CODE OF CONDUCT

SGLMG stands for equality, respect and inclusiveness. This must be extended to all Entrants and Participants must act with kindness and respect.

### 9.1 PARTICIPANT PERSONAL SAFETY

Safety is everyone's responsibility.

SGLMG will run through safety and security as part of the Entrants Briefing. All Participants must be aware of the following conditions of entry to the Venue:

- All Participants must follow all instructions from SGLMG Staff, NSW Police, Security and Volunteers; they are there to help and ensure safety.
- Participants must arrive at the assigned time.
- The Parade will proceed in all weather conditions. All Participants must have sufficient sunscreen or weather protection to suit the conditions of the day.
- SGLMG encourages participants to bring refillable bottles, which can be filled with water inside the Marshalling Area.
- All Participants must carry valid and current photo identification.
- Participants must wear their SGLMG Parade accreditation/wristbands at all times.
- All Participants must have emergency contact or medical ID stored in their mobile phone. SGLMG recommends that Entrant organisers collect emergency contact information for all of their participants. Buddy systems are also encouraged.
- SGLMG recommends that participants **do not bring bags** with them. There will not be a cloak room available on site. Participants are permitted to bring bags that are in 30cm x 21cm (the size of an A4 piece of paper) x 21cm and must always be held on their person. Please note that due to public safety, all bags will be searched upon entry. Participants must not:
  - Accept to carry the bag or personal belongings of someone they do not know;
  - Leave their bag or personal belongings unattended. Note that any bags found left unattended will be treated as a suspicious item.
- SGLMG, NSW Police and Security have the right to remove from the Parade any persons who:
  - Have violated the conditions of entry
  - Are found to be intoxicated or under the influence of drugs
  - Are found to be a danger to other participants or spectators

## 9.2 PARTICIPANT BEHAVIOUR

All Participants must treat each other with respect and dignity, despite any conflicting values or beliefs, as well as display consideration for the audience, which will include family groups and children. All Participants must comply with these Terms & Conditions.

The following behaviours are **not** permitted:

- Touching without consent
- Threatening or aggressive behaviour, both verbally and physically
- Failure to identify themselves or provide appropriate accreditation (i.e. valid photo ID, Participant wristband)
- Ignoring or disobeying the instructions or requests of SGLMG staff, security or volunteers, or of NSW Police or other emergency services
- Victimisation of or unreasonable action against people
- Slander, racist, sexist, homophobic, biphobic transphobic language, behaviour or material
- Harassing, bullying or discriminating against other people or groups
- Sexual assault or harassment
- Encouragement or support of anyone who is harassing, bullying or discriminating against other people or groups
- Illegal consumption of alcohol or drugs
- Illegal behaviour or activities of any kind
- Discrimination against someone because of their gender, race, ethnic or ethno-religious background, political affiliation, occupation, marital status, pregnancy, disability, age, sexual

or gender diversity, carer's responsibilities or alcohol or drug use or dependency outside of the event.

Participants are reminded that the Parade is held within an alcohol-free zone. The Parade Route is not exempt from normal law and so all Participants must comply with NSW laws and directions given by NSW Police.

Any persons who do not comply with the above code of conduct and T&Cs may be removed from the event and/or not permitted to participate in future parades.

## **10 CONSEQUENCES OF ANY BREACH OF THESE T&Cs**

The Applicant understands and agrees that any breach of these T&Cs may result in one or more of the following consequences:

- Denied permission to participate in the Parade
- Removal from participation during the Parade
- Exclusion from participation in future Parades
- Application of criminal charges
- Legal action to recover monetary costs related to actions by the Participants including damage to property, court fines and fees resulting from lawsuits or charges against SGLMG

SGLMG reserves the right to issue a formal warning, either in writing or verbally, should a breach of these T&Cs occur. Once this warning has been issued, any continued behaviour that breaches or violates these T&Cs will result in removal from the Parade. SGLMG reserves the right to move to immediate removal from Parade without issuing a formal warning, depending on the severity of the behaviour.

## **11 LIABILITY RELEASE**

By submitting an Application to participate in the 2024 SGLMG Parade, the Applicant confirms that they are an authorised representative of the organisation/business or community group and that they have read, understood and accept these T&Cs.

Additionally, by submitting an application, I agree to adhere to the terms, conditions and regulations as above. I also consent to SGLMG to collect and storing my personal information. If successful in my application, I understand that:

- the violation of any regulation may be cause for removal from the Parade;
- it is my responsibility to communicate all guidelines and information to my entry's participants and obtain their agreement for compliance.

In consideration of the acceptance of this Application and permission to participate in the Sydney Gay and Lesbian Mardi Gras Parade, I, for myself, my heirs, executors, administrators, successors and assigns hereby release, waive and forever discharge Sydney Gay and Lesbian Mardi Gras Limited staff, board, volunteers, and suppliers and all other associations, sanctioning bodies and sponsoring companies, and all their respective agents, officials, servants, contractors, representatives, volunteers, staff, elected and appointed officials, successors and assigns OF AND FROM ALL claims, demands, damages, costs, expenses, actions and causes of action, whether in law or equity, in respect of loss or damage to my person or property HOWSOEVER CAUSED, arising or to arise by reason of my participation in the said event, whether as an exhibitor, spectator, participant, competitor or otherwise, whether prior to, during or subsequent to the event, AND NOTWITHSTANDING that the same may have been contributed to, or occasioned by the negligence of any of the aforesaid.



SGLMG reserves the right to change the above Terms & Conditions at any time.

All information collected in relation to the 2024 Parade will be used in accordance with SGLMG's [privacy policy](#).