

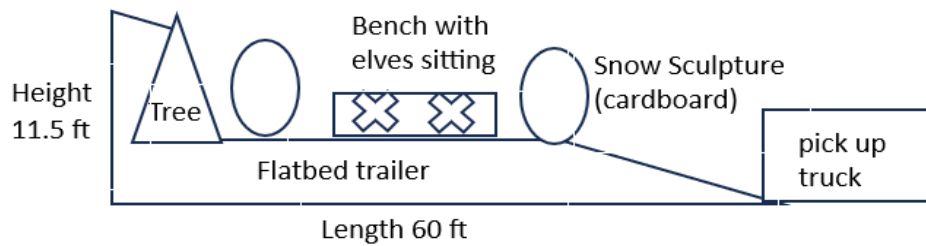
Float Preliminary Design Template

Requirements

Please provide a concept sketch, or photo of your float in the space provided below. Maximum permitted length is 60 ft, total height 13 ft.

- Identify float dimensions (length, width, and height)
- Identify where characters/ personalities are stationed (if applicable)
- Identify location of any float signage (max 2.) (if applicable)
- Identify float decorations items (i.e., tree, gifts, gingerbread house etc.)

Example:



Tip: A simple hand-drawn sketch is acceptable. The goal is to help the parade committee understand the overall appearance, layout, and presentation of your float.

A large, empty rectangular area with rounded corners, intended for the user to draw their float design.

Submitting your supporting document

A float design sketch is a mandatory component of all float applications. Applications submitted without a float design sketch will be considered incomplete and may not be reviewed or approved until the required sketch is received.

Instructions:

Option 1: Share a Link to your File and Email it

1. Upload your sketch, photo, or design file to your personal Dropbox or Google Drive.
2. Update the sharing settings so that anyone with the link can view the file.
3. Copy the shareable link.
4. Complete the application form.
5. When prompted, paste the shareable link in the space provided.

Option 2: If you are experiencing technical difficulty, please print, complete and email to events@oakville.ca. Below are instructions when submitting via email. Deadline is Sunday, November 1, 2026 – 11:59 p.m.

Email Submission Instructions

Email subject line:

Oakville Santa Claus Parade – Float Design Submission

Attachment file name:

Please name your file using your organization or group name and your float name.

Format:

OrganizationName_FloatName

Examples:

- ScoutsCanada_HolidayAdventure.pdf
- OakvilleLions_WinterWonderland.jpg
- ABCCommunityGroup_SantaWorkshop.png