

***Eat Well Get Moving!* Mascot Procedure and Guidelines**

Mascot Appearance Requests and Care of the Mascot

The Mascot Appearance Request form (see page 2) must be sent to Westshore Parks and Recreation at least two weeks prior to the scheduled appearance by one of the following options:

- Print/Fax to: 250.474.8624
- Print/Mail to: Bobbi Neal
Westshore Parks and Recreation
1767 Island Highway
Victoria, BC V9B 1J1
- For more Information: 250.474.8665 OR
bneal@westshorerecreation.ca



Active Communities events will be given first priority to Mascot Appearance Requests. Other requests will be reviewed by Active Communities and filled on a first-come, first-served basis. Active Communities-supported events include family-oriented community picnics, parades, fairs and festivals, media events and highlighting health and recreation, among others.

The cost for Crunchy's 2-hour appearance is \$100.00 and includes a Performer (someone performs as the mascot) and a Handler (the mascot helper).

Keep in Mind:

Keeping Cool

Active Communities recommends that the Performer (the person inside the mascot costume) limits time in the costume to 20-30 minutes during the spring and summer months to avoid overheating. The Mascot should not be in the costume longer than one hour during cooler months. The amount of time for the Mascot depends largely on temperature and comfort of the Performer. Overexposure to heat may cause illness. NOTE: Have bottled water on hand to prevent dehydration.

Changing

Ensure you provide a place for the Mascot to change that is private and away from the public's view. The Mascot appears "real" to children and it is important to maintain that sense of wonder. Changing in private also maintains privacy for the Performer. Be sure that the costume is not left unattended and is stored in a secured and locked location.

Handler

The Performer has limited vision, hearing and is unable to speak while in the costume so a Handler for the mascot is required. The Handler will assist to ensure the Performer's and public's safety. The mascot can only communicate via gestures, walks and routines.

CAUTION: Please pay special attention to how others treat the Mascot by being aware of people who may hit, attack or tug on the Mascot costume, especially the leafy top.

A cleaning and/or repair fee may be charged to the organization if damage beyond normal wear and tear is done during the appearance.

Event Details:

Organization Requesting Mascot:	<input type="text"/>		
Contact Name:	<input type="text"/>		
Phone Number:	<input type="text"/>		
Email:	<input type="text"/>		
Name of Event:	<input type="text"/>		
Location of Event:	<input type="text"/>		
Date of Event:	<input type="text"/>		
Start Time:	<input type="text"/>	End Time:	<input type="text"/>

As a representative for the organization requesting the Mascot, I understand and agree to the procedure and guidelines outlined above for the Mascot to make a special appearance ().

For Office Use:

Date Received: _____ Credit Card #: _____

Approved: Yes No Expiry: _____/_____

Signature (Active Communities Representative)

Date