



PRESENTING SPONSOR

PARADE HOST

GRAND MARSHAL



2023 PLAYHOUSE CONSTRUCTION GUIDELINES

To ensure the safety of visitors and care of playhouses, these guidelines must be followed.

For additional information, contact Megan Dion mdion@dallascasa.org or 214.629.0744:

- Maximum size: Height 8'0", Width: 7'6", Length: 8'6", Weight: 5,000 lbs (Must be easily lifted by a small forklift).
- All openings (4" or larger, windows, doors, climbing walls, play areas, etc.) must be securely covered with 1/4" thick plexiglass attached with mechanical fasteners. In some cases, it may be necessary to create enclosure all around playhouse with 1/4" thick and 4' tall plexiglass.
- All access to playhouse should be closed and doors must lock for display at NorthPark. Children are not permitted to play on or in the playhouse.
- No sharp edges or unfinished plywood or materials.
- Must be designed with structural integrity to be safe for child use and play.
- Must be designed for outdoor use with minimal to no degradation for 1 year.
- No live or artificial plants are permitted at NorthPark Center.
- No company logos or signage permitted on playhouse (event signage will be provided for display at NorthPark).
- Builder is responsible for transporting the playhouse to NorthPark Center. Dallas CASA will transport the playhouse to the winner.

Additional information:

MEASUREMENTS

Please include the roof, overhangs, eaves, porches, planters, chimneys, etc. in maximum measurement. Playhouse must fit through NorthPark Center doors and must not block merchant signs.

MATERIALS

Construction grade materials are required so that playhouses are durable for outdoor use. Materials should be able to withstand the elements, transportation and reasonable wear and tear. The playhouses are moved into NorthPark Center by manpower and forklift. Please do not use any heavy materials like brick, stucco, slate, stone or steel.

EXPOSED DANGERS

The playhouses will be viewed and touched by thousands of people, including children, please pay special attention to exposed corners, exposed nails or screws, sharp edges, and/or unfinished materials. *It is the responsibility of the builder to add plexiglass to all openings, and if broken during event, the builder must replace materials.*

SIGNAGE

Dallas CASA will provide all signage, conforming to the requirements of NorthPark Center. Please do not attach or alter signage in front of the playhouse.

APPEARANCE

Each playhouse must meet the design and construction quality standards as other displays at NorthPark Center. Please keep this in mind when choosing a design, building, painting, and finishing the playhouse. Props and toys inside the playhouse enhance the overall presentation and desirability. Please notify Dallas CASA in advance if playhouse requires electricity.

TRANSPORTATION

Playhouses must be delivered by builders to NorthPark Center on the Tuesday or Wednesday prior to opening day. Dallas CASA will contact you to schedule delivery.



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2023 PARADE OF PLAYHOUSES BUILDER TIMELINE

The deadlines for submission of designs and materials are listed below but designers or builders are encouraged to submit designs and materials as soon as available before the dates requested below. For additional information, contact Megan Dion mdion@dallascasa.org or 214.629.0744

- March 27** Join Dallas CASA for builder Lunch & Learn, 12pm-1pm, 2757 Swiss Ave, Dallas, 75204
- April 14** Return builder contract form to Dallas CASA, team registration closed
Submit company logo (EPS Illustrator, vector file format) along with any required logos and recognition listings for your playhouse partners
- May 2** Submit playhouse designs, drawings and dimensions to Dallas CASA for approval by NorthPark Center
- May 9** Receive designs review response and approval and building should begin!
- June 27** Schedule date of playhouse delivery to NorthPark Center, July 11 or 12th, 7:30 – 12 p.m. with mdion@dallascasa.org
- July 10** Submit progress photos and final playhouse photos to Dallas CASA
- July 11-12** Deliver completed playhouse to NorthPark Center valet lot between Dillard's and Macy's with transportation provided by builder
- July 12-13** NorthPark Center staff moves playhouses into Center
- July 14-30** Parade of Playhouses at NorthPark Center
Raffle tickets are sold at NorthPark Center and online at dallascasa.org.
- July 27** Join Dallas CASA for the Closing Party honoring sponsors and builder teams, location TBD, 6pm-8pm
- July 30** Playhouse winners raffle ticket drawing, 4pm. All winners will be contacted evening of July 30
- August 1-3** Dallas CASA delivers playhouses to winners



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2023 PARADE OF PLAYHOUSES BUILDER AGREEMENT

PLEASE TYPE OR PRINT

I/We, _____ (Individual/Company Name), will participate in the 2023 Parade of Playhouses benefiting Dallas CASA. I/we also agree to adhere to the guidelines and timetable as outlined in the attached sheet. I/We will:

- Provide a completed playhouse, including all design, materials and labor (all designs must be approved by Dallas CASA in writing prior to acceptance and/or recognition in print materials).
- Playhouses will be within the provided dimensions and all openings to the playhouse will be covered with plexiglass while on display.

Builder Name (as it should appear in recognition materials. Please include capitals and punctuation)

Contact Name/Team Captain Name

Phone

Email

Address

City, State

Zip

Designer Name (if applicable) (as it should appear in recognition materials. Please include capitals and punctuation)

Contact Name/Team Captain Name

Phone

Email

Address

City, State

Zip

NOTE: Because of NorthPark Center requirements, weight, dimension and material guidelines will be strictly enforced. Playhouses will be reviewed by NorthPark and may not be accepted if requirements are not met.

Authorized Signature of Builder: _____ Date: _____

PLEASE SUBMIT to mdion@dallascasa.org by April 14th, 2023.

For additional information, contact Megan Dion mdion@dallascasa.org or 214.629.0744