



Scott County Chamber of Commerce

68th Annual

Christmas Parade

December 3, 2016

2:00 P.M.

Theme: *Through A Child's Eyes*

**Rain Date: December 4, 2016
3:00 P.M.**

Parade Route, Rules, Entry Fees

ROUTE

Parade will begin at the HBD parking lot, proceed from the parking lot—left (east) on Industrial Lane to Alberta Avenue (Hwy 27) left again and continue north on Alberta Avenue—turn right at the traffic light #5 onto Claude Terry Drive.

FLOATS

Floats and float riders report to Gate 1 of HBD Industries' parking lot after 11:30 a.m. and no later than 12:45 p.m. **All floats**, whether being judged or not, are asked to be in place by 12:45 p.m. A Parade Volunteer will direct float entries to their parking locations. Each float entry must have adult supervision. **Float judging will begin at 1:00 p.m.** Floats not in place will not be judged.

VEHICLE/PAGEANT ENTRIES

Report to Gate 1 of HBD Industries' parking lot no later than 1:30 p.m. A Parade Volunteer will be on hand to provide additional instructions. Each vehicle entry must have adult supervision.

ATV'S

Riders and equipment report to Gate 1 of HBD Industries' parking lot no later than 1:15 p.m. **Driver's and/or riders must wear helmets during the Parade.** All drivers of vehicles **must have a valid driver's license.**

HORSE & RIDERS

Horse entries will be merged from Industrial Lane into the Parade at appropriate places. Each entry must have adult supervision.. **All horses must have a current Coggins test. If you do not have a coggins test you will not be allowed to participate in the parade. Registration day of the parade will be \$25.00 fee per entry.**

BANDS

Bands and other marching groups should report to HBD Industries' parking lot no later than 1:15 p.m. To reduce congestion in Parade area, please share a ride when possible.

Drop off Lane—Enter gate 1, Exit Gate 2—right turn only on Industrial Lane.

- Must be in position by 1:45 P.M.
- (Rain date position time 2:30 P.M.)

- Must march in parade in order to receive payment.

EMERGENCY VEHICLES

Report to Gate 1 of HBD Industries' parking lot no later than 1:15 p.m. Emergency vehicles are asked to use sirens in moderation during the parade. **All drivers of vehicles must have appropriate valid driver's license.**

JUDGING

Float judging and photographing will begin at 1:00 p.m. All floats (along with any characters, music, special effects, etc.) should be in place by 12:45 p.m. Floats that are not in position on time cannot be judged. After judging and the pictures are completed, float participants may leave their float but should return no later than 1:45 p.m. **Announcement of the winners will be made by 1:45 p.m. at the front gate of the HBD Parking Lot. A representative from each float needs to be at the gate for the presentation.**

- **Judging of floats:**
 - **1:00 P.M.**
 - **Late float arrivals will not be judged.**

Entry Fee & Deadline

- Deadline Wednesday, November 30th, at 4:00 P.M.
- **Floats \$20.00 per entry---** Entry fee is non-refundable
- **Horses/Vehicles/All other \$10.00/** (Entry no group rate)
- Entry fee waived on **1** emergency unit per organization
- **Late entry fee of \$25.00**

Facts Information & Regulations

Santa is sponsored by the Chamber. An entry having a live Santa will be disqualified from judging and participating in the parade.

RULES FOR THE PARADE

No Drop-Offs will be permitted inside the gate. You must drop-off your child in front of Gate #2 and walk them down to the float or entry they will be riding on.

No Vehicles are to be left in the parking lot. As soon as the Parade pulls out from HBD, all access gates to parking lot will be locked.

No parade participants will be permitted inside the HBD building. A portable toilet will be available near the entrance to the HBD building.

- Food and drinks will not be available
- **No smoking** on HBD Industries' property
- Please help with litter control by using trash cans
- **No drop offs after 1:30 p.m.**
- **During the parade**, please maintain approximately 100 feet between your entry and the entry in front of you. Please stop only when necessary and limit these stops to a few seconds.
- **Bathrooms:** Portable toilet will be stationed near the entrance of the HBD Industries' offices.
 - **Max height for entry 13 feet**
 - **Max length for entry 50 feet**
 - **Max width for entry 8 feet**
 - **Larger entries require special permit**
- **Candy must be individually wrapped**
Remember: Children can easily dart out to retrieve candy without looking; therefore we suggest that someone in your group walk and distribute candy rather than randomly tossing it to the crowd.
- All drivers of vehicles **must have a valid driver's license.**
- **Media Coverage** will be provided by the local news media, including the newspapers, radio and TV.
 - **We encourage each entry to display:**
 - A banner or poster identifying the entry
 - Christmas decorations as part of entry

- Remember each entry must have adult supervision.

Live Radio Broadcast

Please provide detailed information about your entry for a live radio & TV broadcast. The more information you provide on your application, the better mention you will receive. In addition to describing your entry tell about the theme, participants, interesting "tidbits", and any greetings you wish to send, etc.

Registration:

Please print all information:

Entry Sponsor _____

Address _____

Contact Person _____

Phone (Day) _____ Evening _____

Entry Name for Float _____

Float Category: Religious _____ Traditional _____ Special _____

Religious being defined as: Churches or religious based themed

Traditional being defined as: True Christmas theme seen through a child's eyes such Christmas at Grandma's, etc.

Special being defined as: anything that does not fall in Traditional or Religious

Judge's Choice: The float represent the parade the best

(Judging areas include- workmanship, creativity, beauty, communication of theme of float, and staying with category)

(Floats Only) Do you wish to be judged? Yes _____ No _____

Marching Band Name _____

Pageant Winner Title & Name _____

Emergency Unit _____

Antique Cars _____

Horses _____

Others (please specify): _____

Number of participants in entry: _____

Entry Description

Size of entry _____

Will float have music playing? _____

Describe your entry for the news media:

**City of Oneida & County of Scott and the
Scott County Chamber of Commerce
Wavier & Release of all Claims
2016 Christmas Parade**

Please read this information carefully and be aware that in the registering and participating in this event you will be waiving and releasing all claims for injuries you, your children, your employee(s), or volunteers might sustain arising out of this event.

Participant Name _____

Business Name _____

Address _____

Home Phone _____ Work Phone _____

Email _____

Acknowledgement of risk of injury clause

"As a participant in this event, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injuries, including death, damages or loss which I or my child, employee(s) or volunteers may sustain as a result of participating in any and all activities connected with or associated with his event."

(Release from liability clause)

"I do hereby fully release and discharge the City of Oneida, County of Scott, Scott County Chamber of Commerce and other officers, agents, servants, and employees from any and all claims from injuries, including death, damage or loss which I, my child, or my employee(s) or volunteers on account of my participation in this event."

Indemnity and defense clause

"I further agree to indemnify and hold harmless and defend the City of Oneida, County of Scott, Scott County Chamber of Commerce and other officers, agents, servants, and employees from any and all claims resulting from injuries, including death, damages, and losses sustained by me, my child or my employee(s) or volunteers and arising out of, connected with or in any way associated with the activities of this event."

Wavier of claim for injury claims

"I agree to waive and relinquish all claims I or my employee(s) or volunteers may have as a result of participating in this event against the City of Oneida, County of Scott, Scott Chamber of Commerce and their officers, agents, servants, and employees."

I have read and fully understand the above Wavier and Release of All Claims.

Signature of Participant /Date