

# Williamston Christmas Parade



# 2016

**WE EXTEND A WARM INVITATION TO YOU AND/OR YOUR ORGANIZATION TO  
PARTICIPATE IN THE 2016 WILLIAMSTON CHRISTMAS PARADE IN  
BEAUTIFUL DOWNTOWN WILLIAMSTON**

**\*\*\*\*\*Thursday, December 1, 2016 at 4 pm\*\*\*\*\***

## INFORMATION FOR PARTICIPANTS:

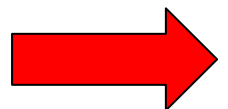
Applications to participate in the 2016 Williamston Christmas Parade are now being accepted. All entries must be received no later than November 28, 2016 to secure a position in the parade. This packet contains information for participants about parking, line-up, parade rules and release and waiver of liability.

The Williamston Christmas Parade is a fun-filled event for hundreds of participants and spectators. Parade instructions and rules are designed to remind participants that sometimes even the most innocent actions can provoke significant problems in a crowded area. The rules are in place to ensure that we have an orderly, safe and joyful parade. Please communicate these rules to all members of your parade entry.

Questions?? Contact Christina Craft at Town Hall at 252-792-5142 or [christinacraft@townofwilliamston.com](mailto:christinacraft@townofwilliamston.com)

*Mail completed and signed entry form to:  
Parade for Christmas, PO Box 506, Williamston, NC 27892*

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# Instructions for Participants

## SIGN IN AND LINE-UP

- WHEN** Line-up no later than 3:30 p.m. Parade will start no later than 4:00 p.m.
- WHERE** Entry for parade participants will be at the E.J. Hayes School parking lot. (If an entry is parked at other locations such as Piggly Wiggly or NAPA Auto Parts, it may be excluded from the line-up).
- If a non-profit organization wishes to enter a locally made float and be judged, it must be in line on Andrews Street for judging by 3:15 P.M.
- WHO** The contact person named in your application must sign in with a Parade Official upon arrival. Once a unit is in the line-up, a driver must remain with it at all times.

## PARADE RULES

Please communicate these rules to everyone in your group. Failure to comply with these rules and/or instructions from parade officials could result in removal from the parade line-up this year and future years. Thank you for your understanding and compliance.

- There is only one Santa allowed in the parade, provided by the Town of Williamston.
- All hands and feet must be kept inside vehicles and floats at all times and everyone must remain seated. Floats must come to a complete stop before participants disembark. Absolutely no one may jump from a float while it is in motion.
- Do not leave the parade line-up until your unit has completed the parade in the designated area.
- The maximum numbers of riders on any float is 20 (total number of adults and children).
- No tractor trailers allowed. Participants driving ATVs or motorcycles must wear a helmet.
- Adult supervision for all children under the age of 14 is required at all times in the staging area and during the parade, in addition to the driver of the vehicle. Parade volunteers coordinate this event and are not responsible for children.
- Any automobile, truck or motorcycle that drives in an unsafe manner, including spinning tires and/or doing burn-outs, will be told to leave the parade and will not be invited back to future parades.
- All motorized vehicles and anything being towed by a motorized vehicle must be insured and must be driven by a licensed and insured driver.
- **CANDY MAY NOT BE THROWN TO THE PUBLIC AT ANY TIME!** Such action can harm those watching the parade and provides an unnecessary danger to children who can be run over by parade vehicles while trying to collect candy. If you would like to distribute candy you must have someone walk along the parade route and give the candy out by hand.
- We request all teams, troops and tribes wear their uniforms or matching attire and carry a sign or banner that identifies the group.
- **FESTIVE ATTIRE IS STRONG ENCOURAGED** for all parade participants including parents and chaperones.
- In order to prevent gaps in the parade, participants must continue moving forward. Bands and performing groups may stop and perform as pre-arranged with their Directors.
- The Williamston Christmas Parade is a rain or shine event. Please ensure your organization has appropriate weather related provisions.
- Homemade floats are especially encouraged and appreciated by spectators.
- All entrants, or the authorized representative for a group or business, must register and accept the "Claim Waiver" before you will be allowed to participate. The safety, liability and operation of your float, entry, automobile, group or organization is your sole responsibility.
- **ALL MUSIC MUST BE CHRISTMAS MUSIC UNLESS OTHERWISE APPROVED BY THE PARADE COMMITTEE.**

# ENTRY FORM

## CONTACT INFORMATION

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number (Plus Cell Number for Parade Day): \_\_\_\_\_

Email Address: \_\_\_\_\_

## ENTRY INFORMATION

Please provide a brief description (100 words or less) of your parade entry.

If your entry is a vehicle, check which type of vehicle:

Car  Truck  Other (Please describe) \_\_\_\_\_

Are you in a group? Check One:  Walking  Riding How many expected \_\_\_\_\_

Will your entry include music such as singing, instruments or recordings?  Yes  No

If so, describe including if it will be live, instruments or audio:

(Note that all music must be Christmas music unless approved by the Parade Committee.)

## Release

I have read the Instructions for Participants and agree, on behalf of my organization, to adhere to all instructions, guidelines and safety rules and will communicate these instructions to all participating members of my organization. In addition, I, and all members of my organization, agree to follow all instructions from Parade officials on the day of the event. I accept full responsibility for my own safety and those participating members of my organization while participating in parade activities. I further waive and hold harmless the Williamston Christmas Parade Committee, the Town of Williamston, North Carolina and all of their officers, employees and duly appointed representatives of all liability and responsibility for any injury, damage or loss sustained by participants, guests or vehicles before, during or after the Williamston Christmas Parade or as a result of my organization's participation in the Parade. I agree not to file suit against the Town of Williamston, North Carolina. This release is binding upon me, my spouse, my dependents, successors and administrators.

I understand that the Williamston Christmas Parade reserves the right to remove any displays or deny entry to any group(s) that do not meet the standards set forth in the guidelines. I understand that there are no refunds or rain checks due to inclement weather or any other circumstances. I agree to allow the Williamston Christmas Parade use of photographs and video taken during the Parade for purposes of promoting the Parade this year and future years. I understand that the Williamston Christmas Parade reserves the right to revise these regulations and/or terminate this agreement at its sole discretion.

I have read, understand and voluntarily sign this release and waiver of liability.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_