

2018 Locust Christmas Parade Registration Packet

Saturday, November 24th, 2018

The Locust Christmas Parade Committee is excited about the 2018 Locust Christmas Parade! The parade will be held Saturday, November 24th and will begin promptly at 3:00 pm. Completed registration forms should be turned in by November 16th, all float rentals should be reserved by November 14th.

With this being our first year with a formal registration, we do not wish to deter anyone who wishes to participate and will be accepting registration packets up to the day of the event if needed. However, we do ask that you complete and return all registration materials at your earliest convenience.

Attached is the Locust Christmas Parade Registration packet. Please fill out the packet completely and return it in-person, by mail, or by email to:

The Locust City Park Office, located in the center of the ball fields;

Locust City Hall, P.O. Box 190, Locust, NC 28097, Attn: Peyton Creswell, Christmas Parade;

Peyton Creswell at events@locustnc.com.

Please note that all supplemental application materials (photos, etc.) cannot be returned. If you have any questions regarding your application, please contact Peyton Creswell or Emily Jones.

Your confirmation and day of parade instructions will be emailed to the contact for each entry as soon as the registration form is received.

****MAKE NOTE:** All equestrian entries are required to wear a waste bag, and anyone planning to walk an animal in the parade should be prepared with a waste bag as well. **

Professional floats will be reserved on a first come basis upon receiving the completed registration packet or by contacting Peyton Creswell or Emily Jones. Checks for float rentals should be made payable to Richey Parade Floats and should be turned in by mailed or dropped off at Locust City Hall.

Santa & Mrs. Claus will be on the City of Locust float wishing all a MERRY CHRISTMAS!!

Peyton Creswell

Program Coordinator, City of Locust

events@locustnc.com

work cell: 704-840-8057

office: 704-888-5260

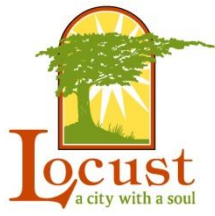
Emily Jones

Director of Parks and Recreation,

City of Locust

parks@locustnc.com

office: 704-888-5260



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Locust Christmas Parade Registration

Saturday, November 24th, 2018

Parade line-up begins at 12:00 PM – Parade begins promptly at 3:00PM

Name of Entry/Organization: _____

Contact Person: _____ Phone Number: _____

Agency/Business/School: _____

E-mail address (for best contact with the organization): (Parade Line-up and Guidelines will be emailed)

Rental Floats: Checks should be made payable to Richey Parade Floats and should be received by mail or dropped off at Locust City Hall for reservation, no later than November 14th.

Type of Entry: (Please check one)

Category: (Please check one)

- Rental Float (\$425.00)
(Limited available - 11/14 Deadline)
- Walking/Marching
- Float/Vehicle
- Horse/Animal**

- Commercial
- Dance/Cheer/Karate/etc.
- School (Band/ROTC/etc.)
- Church
- Police/Fire/EMS
- Civic Organization
- Non-Commercial
- Equestrian**

All equestrian entries are required to wear a waste bag. Anyone planning to walk an animal in the parade should be prepared with a waste bag as well

Total Number in Group: _____ (Total Riding: _____ Total Walking: _____)
(Please state so that we may provide adequate staging space.)

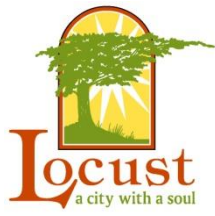
Do you wish to rent a pre-made float: YES / NO

(If no) Number of Vehicles/Trucks/Trailers/etc.: _____

Entry Length (include vehicle pulling float if applicable): _____

Is there music with your entry: (YES or NO and what type?) _____





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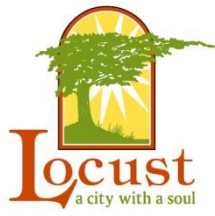
Please provide a narrative for your entry. This will be used to describe your entry during the broadcast of the parade.

By providing your signature you are:

1. Agreeing to commit your entry/organization's participation to the Locust Christmas Parade and to pay all agreed upon fees, if applicable.
2. Agreeing to adhere to all the guidelines and regulations, safety and otherwise, set forth by the Locust Christmas Parade Committee.
3. Agreeing to comply with the parade officials' instructions/guidelines at the time of the parade and any future correspondence sent to me by the Locust Christmas Parade Committee.
4. Agreeing to hold harmless the City of Locust, its employees/agents/volunteers/sponsors, and the Locust Christmas Parade Committee from any and all claims, liabilities, costs, expenses, and damages which could result from your group/organizations participation in the event.

Signature:

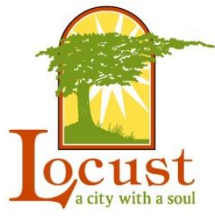
Date:



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Locust Christmas Parade Guidelines

- Weapons and Firearms are not permitted. This includes real or fake pistols, long rifles, sabers, knives, pellet, BB, or paintball guns. (Exceptions include Emergency Response and necessary equipment for Marching Band and JROTC)
- Walking units must continue moving forward. Please choreograph any performance to maintain forward movement.
- All entries should maintain approximately 5 mph at all times during the parade. Entries must remain forward facing at all times.
- Throwing or tossing candy or any kind of objects from any vehicle to the viewers is strictly prohibited. You may walk beside your unit and hand out candy.
- Once the parade has begun no one is to enter/exit a float for any reason until they have reached the end of the parade line (i.e. there is to be no one jumping on and off floats at any point during the parade).
- Any music should be either seasonally or float theme related. No profanity or suggestive nature. Volume should be at a reasonable level that is courteous to spectators and adjacent entries.
- Each group should pre-arrange transportation from the end of the parade route.
- Car clubs/Motorcycle clubs will be limited to 8 vehicles.
- All entries are encouraged to be decorated.
- There is not an alternative rain date scheduled. The parade will proceed as planned even if it rains, but will be canceled if lightening exists.
- Refunds for rental floats are at the discretion of the rental float company.
- All motorized vehicles must be driven by a driver with a valid driver's license. Drivers must also be 18 years old or older and have adequate experience driving/pulling trailers. With the exception of tractors not pulling trailers/floats.
- Any minors under the age of 16 must be adequately supervised by an adult.
- Only the entry vehicle(s)/float can drive to the parade line. You are responsible for informing your participants where to drop off and meet you at your entry.
- Alcohol consumption before and during the parade is prohibited.
- The use of tobacco in the staging areas and during the course of the parade is prohibited.
- Entries that do not adhere to all guidelines stated will be pulled from the parade and will not be allowed to participate in future parades.
- The Locust Christmas Parade Committee reserves the right to reject any applicant whose participation may interfere with the safety and wellbeing of event patrons and/or the event itself.
- There will be only one Santa clause in the parade and it will be provided by The City of Locust. Any other representations of Santa/Mrs. Clause are prohibited.



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Rental Float Guidelines

Safety Requirements and Recommendations by Richey Parade Floats

No smoking

No alcoholic beverages

For safety reasons, we recommend no candy, or any item thrown from the float

Children under the age of 16 must have an adult supervisor present at all times

No running, jumping, dancing, clogging, etc. on the float

Personnel riding on the float should stand or sit at designated areas

Do not sit with legs over the side of the floats

All personnel are to remain on the float during the parade and while the float is in motion

Maximum of 12 adults on the float

No hay, straw, mulch, sand, etc. on the float

No confetti, "snow" polyester cotton fill

No pets or animals

No motorized vehicles including cars, boats, motorcycle, 4-wheeler, hot air balloons

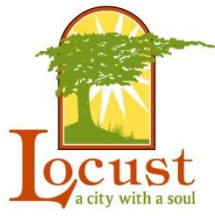
All items must be removed immediately following the parade.

We will not be held responsible for lost items.

Personnel should make arrangements of transportation at the end of the parade route

Ride at your own risk

THANK YOU FOR YOUR COOPERATION!



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Parade Route and Staging Instructions

Line-up and staging will be at Carolina Presbyterian Church. No parking will be available for any vehicles not being driven in the parade.

Floats (cars, trucks, trailers, tractors, motorcycles, etc.):

- Must use Tucker Street to access the back entrance of the church parking lot.
- Tucker Street is located off of 24/27 across the street from the Shell Station/Dairy Queen.
- Further staging instructions will be communicated at the entrance of the parking lot.

Antique Vehicles:

- All antique cars/trucks/etc. will stage at the strip-mall across from Food Lion at the corner of 24/27 and Renee Ford Road. There will be a sign marked "Antique Cars", that is where you will enter.

Participants (float riders, officials, walkers, etc.):

- Must arrange to be dropped off at the front entrance of the church parking lot.
- The front entrance of the church parking lot is accessed from Renee Ford Road.
- No parking will be available at the church.

School Groups (Marching Band, JROTC, etc.):

*This is only for school groups who will be walking/marching. If on a float, follow floats guide. *

- Must stage in the Food Lion parking lot.

Emergency Response (police, fire, rescue, EMS, etc.):

- Police, Sheriff's Department, Highway Patrol stage at the church
- Fire and EMS stage at Murphy Oil

We encourage carpooling for both drop-off **at the church** and pick-up **at the end of the parade route**.

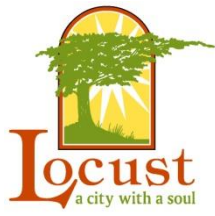
Floats that have participants meeting them at the staging area need to arrange to have an adult to guide children from the participant drop off location to the float staging area.

Parade Route:

Will begin at the church before heading East on Highway 24/27, turning onto Ray Kennedy Drive and will end on Kerri Dawn Lane, just past the library, in Town Center.

Participant Pick-up:

Floats may unload, once directed by police, at the end of the parade route. Participants are invited to gather in the Joel Huneycutt Room if needed to wait for pick-up.



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Hold Harmless/Waiver Form

The participant agrees to comply with all conditions, rules and regulations of the Locust Christmas Parade and its committee. The participant assumes complete responsibility and liability for all loss, damage, or destruction of his/her property. The Locust Parks and Recreation Department, the City of Locust or employees thereof, or any member of the Locust Christmas Parade Committee will not be liable for any loss, damage or destruction of participant's property for thefts, fire or accident, or any other cause.

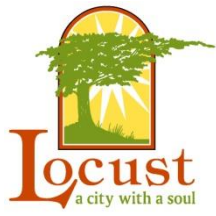
Release and Hold Harmless Agreement: As a participant in the City of Locust's Christmas Parade, I do hereby fully release and discharge the Locust Christmas Parade Committee, Locust Parks and Recreation and the City of Locust, its elected officials, employees and agents, from any and all liability, loss, damage, cost or expense which may accrue to me on account of my participation in this parade. I further agree to indemnify, hold harmless, and defend the Locust Christmas Parade Committee, Locust Parks and Recreation Department, City of Locust, its elected officials, officers, employees and agents from any and all claims resulting from injuries, damages and losses sustained by me and arising out of, connected with, or in any way associated with the activities of the parade.

I have read and fully understand this Release and Hold Harmless Agreement and any parade details provided to me. It is mutually understood the facsimile registration document shall substitute for and have the same legal effect as the original form.

By signing this I agree with all the above in the HOLD HARMLESS AGREEMENT

Signature: _____ Date: _____

Print Name: _____



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List of Participants/Signatures of Acknowledgement to the Holds Harmless/Waiver Form

Duplicate this page if needed for more participant signatures.

Participant Name	Participant Signature (Parent or Guardian Signature)