



CHRISTMAS PARADE RULES & REGULATIONS

2008 Parade Theme: 'Christmas Wishes' Grand Marshal: Ms. Pattie Tate Date: Dec 5, 2008, 6pm ET

Parade Guidelines

Theme and Judging Criteria:

- 1) Entries are encouraged to display a theme consistent with the theme of the parade.
- 2) Float units will be judged for 1st, 2nd, and 3rd place in the following categories:
 - a. *Best Civic/Non-Profit*,
 - b. *Best Small Business* (10 or less employees),
 - c. *Best Large Business* (11 or more employees), and
 - d. *Best Academic*
- 3) First place in each category will receive a trophy and a \$150 cash prize. Second and Third place in each category will receive a trophy.
- 4) To be eligible for prizes, float units must be built from a trailer or wagon bed.
- 5) Points on which float units will be judged: relation of float to theme of parade, costuming of characters on and around the float, creative use of materials, construction and craftsmanship, neatness, originality, overall visual impact and best use of lighting.
- 6) Horse or Mule drawn wagons will be judged in the same manner. Trophies to wagon entries will be distributed to 1st, 2nd & 3rd place winners.
- 7) Judging will be along the parade route, at James Medical Equipment.

Physical Requirements for Entries:

- 1) No entry will be allowed to use a Santa Claus.
- 2) All entries MUST display their name, business name, or organization name on BOTH THE RIGHT AND LEFT SIDES OF THEIR ENTRY. It is suggested that you also place your name on the front of your entry.
- 3) During the parade procession, participants are to keep a two-car length distance between each entry.
- 4) Entries must not exceed height restrictions of 14 feet from the ground, and width restrictions of 10 feet. Any entry exceeding these requirements will have to purchase a permit through the KY Dept of Transportation, Division of Motor Carriers. If you need additional information on these requirements, contact the Chamber office.
- 5) Parade participants may not exit off or out of the vehicle until reaching the end of the designated parade route.
- 6) Off road vehicles will not be allowed to enter the parade, unless licensed and/or insured.
- 7) Animals must be kept under control at all times.
- 8) **Horse riders** should be **dropped off at the Wayne Co. Extension Office. You MUST enter from the Hwy 90 Bypass and turn onto BARNES Drive (located @ the Post Office). Enter into the Extension Office gravel parking lot. You must make arrangements for your trailers/haulers to be transported to the Wayne Co. Stockyard, located on Columbia Avenue, enabling you to load and transport your animal after the parade. No horses are to be ridden back to the line-up area at the conclusion of the parade. Each horse must possess a tag received from the Chamber office. This tag must be placed on the left side of the bridle during the parade line-up and parade procession.**
- 9) While a big part of the Christmas Parade is distributing candy, stuffed animals and similar items from parade entry units, care must be exercised. Although the distribution of items will be permitted, no member of any unit is to throw any items that could harm spectators or damage property. **Lollipops or any items on a stick are not accepted as safe items to be thrown, therefore not permitted. Items thrown by members of parade units must be thrown into**

the crowd, not handed over the side of the moving unit. The purpose of this is to aid in keeping the crowds a safe distance away from the moving vehicles.

- 10) No horn blowing or sirens is allowed by any unit with the exception of police vehicles.
- 11) Any unit using sound must play traditional Christmas/holiday music only.
- 12) This is a moving parade. NO stopping to perform at any time during parade route.
- 13) All entries are subject to approval by the Chamber of Commerce Board of Directors.
- 14) Parade participants are expected to perform in good taste conducive to a family atmosphere. Parade officials will remove any person or unit who in their sole discretion is in violation of this rule.

Registration:

- 1) Each entry must complete a Parade Entry form and the Acceptance form.
- 2) Entry fees must accompany forms before being included in the official parade line up.
- 3) **To avoid late fees, register by 4pm, NOVEMBER 26, 2008.**
- 4) **Entry Deadline: DECEMBER 2.**
- 5) Entry Fees: Float \$15 after Nov 26 \$20
 Club \$10 after Nov 26 \$15
 Other \$5 after Nov 26 \$10

Parade Line-Up and Route:

- 1) Line-up will begin at 4pm on Hardwood Drive.
- 2) **Parade units ONLY:** Enter the Line-Up at one of following locations:
 - a. **Barnes Drive-off** Hwy 90 Bypass (next to Monticello Post Office), or
 - b. **Asbury Drive-off** North Main Street (in front of Monticello Flooring).
- 3) Participants to be dropped off to parade units will **meet at the Dollar General Store located on Asbury Drive, and will be shuttled to their parade unit.**
- 4) **No vehicles dropping off participants will be allowed to enter Hardwood Dr.**
- 5) **No one is to enter** under the stoplight @ CTS; this will be used as an exit only.
- 6) **All entries must be in line-up by 5:45pm.**
- 7) The parade will begin at 6pm sharp!
- 8) The parade route will run south on Main Street and will end on Columbia Avenue.
- 9) Parade units, will be guided to park on the right side of Columbia Ave.
- 10) **Parade units are not to turn into the Judicial Center.**
- 11) Parents/Guardians picking up parade participants may park in the Judicial Center parking lot or at Lee Tobbe Law Office.

Television and other Publicity:

- 1) In cooperation with Community Telecom Services and Pro Video-Audio Productions, the Christmas Parade will air live on Channel 8 television December 5th. Additional airtime will include Christmas Eve at 6pm.
- 2) The Pro Video-Audio Productions team will be set up at Town Square for the live broadcast.
- 3) An Awards Presentation will take place at the end of the parade.
- 4) At least one representative of each float unit should be available after the parade for awards and photos for publicity purposes. These representatives should meet in front of the Gordon Germain Law Office (no parking or stopping at this location). It is suggested that each float unit appoint a representative to be located at this site while the parade is in procession; otherwise representatives will need to walk from their float unit to reach this destination.

Parade rules as listed above have been developed for the safety and enjoyment of participants and spectators. Any violations to parade rules will be written up by parade committee and will be taken into consideration upon review and acceptance into parade for subsequent years.

Questions: call 606.348.3064, 866.348.3064, or email info@monticellokychamber.com

**Thank you for helping to make the Christmas Parade a safe and enjoyable Holiday Event!
Building A Better Community...Together**