

# Pinetops Christmas Parade Entry Form

Organization/Church Name: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

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

Telephone # \_\_\_\_\_ Alternate # \_\_\_\_\_

Type of Entry (Float, Vehicle, Band, Animal, etc.) \_\_\_\_\_

Number of Entries \_\_\_\_\_

Please give a brief description of your parade entry: (Number of Participants, Type of Vehicle, Length /Width of Float, Type of Animal, Cheerleaders, Motorcycles, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- ❖ **There is a \$25.00 entry fee. If you wish to advertise a business, the entry fee is \$50.00**  
**Your entry fee helps offset the cost of sponsoring our annual Christmas Parade.**
- ❖ **(Churches, civic clubs, government and non-profit organizations are exempt).**

**APPLICATION DEADLINE: NOVEMBER 23, 2016**  
**PARADE DATE: SATURDAY, DECEMBER 3, 2016 at 10:00 AM**

Parade rules, entry forms and other information can be found on the  
Town of Pinetops website: [www.pinetopsnc.com](http://www.pinetopsnc.com)

Please return completed application and entry fee to:

Town of Pinetops  
Attn: Christmas Parade **Committee**  
**Pinetops, NC 27864**  
(252) 827-4435 (Office)  
(252) 827-2806 (Fax)

## Parade Guidelines and Regulations

### DEADLINE FOR ALL ENTRIES: WEDNESDAY, NOVEMBER 23, 2016

Please read ALL of the following information carefully.

#### **3.. Overall Rules:**

- a) There will be ONLY ONE Santa Claus in the parade. He will be on the official Santa Claus float arranged by parade officials. No other Santa suits are allowed.
- b) There should be an adult responsible for each parade entry. This adult should remain with the group or float throughout the duration of the event.
- c) All vehicles should be driven by NC licensed drivers.
- d) All entries must be properly registered for the event and should check in the morning of the parade at the corner of Burnette and Ninth streets.
- e) All entries MUST depict a Christmas theme. (bows, wreaths, streamers, etc.)
- f) Any signage should be neat, legible and presented in a professional manner.
- g) The Town of Pinetops will not be responsible for any injuries or property loss/damage accrued during the parade.
- h) The parade chairperson and the parade committee will be the final authority should any questions arise.
- i) No vulgar or inappropriate actions, words or music will be tolerated.
- j) The parade will be held rain or shine.

#### **2. Safety Guidelines:**

- a) Use extreme caution when distributing candy to spectators. Distribution of candy should not be a safety issue. We encourage the handing out of candy when possible. The Town of Pinetops is not liable for any injuries or violation of this rule.
- b) Any float or entry with children under the age of 16 must have an adult supervisor present at all times.
- c) It is advised by the Pinetops Christmas Parade Committee that all young children be seated on entries during the parade and any time that the entry is in motion.
- d) Please instruct the riders of your float to find a safe, stable position for the ride and to remain in that position for the duration of the parade. They should not walk around, swing from or hang off of the floats.
- e) Professional floats will have a maximum weight load capacity of 2200 pounds. No straw, hay or pine needles may be added to these floats. Any other items placed on the float shall be removed promptly at the end of the parade.
- f) All floats are restricted to 13.5 feet tall to avoid contact with power lines.
- g) Motorcycles must keep all wheels on the road at all times with no skidding/burnouts.
- h) Equestrian units must provide their own clean-up personnel.

### **3. Line-up Times and Locations:**

- a) You will be directed to a specific line-up location. Please arrived no later than 9:00 a.m. at the corner of Burnette and Ninth streets. The line-up information will be mailed or emailed to participants and will be available on the Town of Pinetops website ([www.pinetopsnc.com](http://www.pinetopsnc.com)) by Monday, November 28, 2016.

This is your position in the parade and your entry should REMAIN IN THAT SPACE until the parade begins. It is VERY important that you arrive promptly at the site and at the time assigned.

- b) If you have any problems, parade volunteers will be available to help direct you and your organization members to your place in the line-up.

### **4. Entry Fees:**

- a) ALL ENTRY FEES MUST BE PAID PRIOR TO THE BEGINNING OF THE PARADE!

### **5. Dress:**

- a) Please dress festively and in keeping with the holiday season. Keep current weather conditions in mind. Remember conditions may change during the parade! Please bring appropriate clothing in case this is to occur.

THANKS and we will see you on parade day!!!

Pinetops Christmas Parade Committee

All questions should be directed to the Pinetops Town Hall.

Phone: 252-827-4435

[Email: rcooper@pinetopsnc.com](mailto:rcooper@pinetopsnc.com)

Kirby Fuller

Chairperson, Pinetops Christmas Parade Committee