



2018 Columbus Christmas Parade Monday, December 3, at 7:00 p.m.

SOUNDS OF THE SEASON

We invite you to join us as we plan this year's Columbus Christmas Parade. Please complete the attached application and liability release and return to Main Street Columbus if you would like to participate.

Please submit your completed application with entry fee no later than **Monday, November 5th**. Entries received after November 5, 2018 may not be included in the parade line-up (depending on space) AND **WILL BE charged a late fee of \$20**. The entry fee can be paid by check, cash or money order to Main Street Columbus and should be mailed to:

Main Street Columbus Christmas Parade
P.O. Box 1062, Columbus, MS 39703
OR delivered to *our office at 107 5th Street North, Downtown Columbus*
Questions should be directed to Main Street Columbus, 662.328.6305

As in the past years, the staging area will be at The Hitching Lot Farmers' Market (located at 2nd Avenue and 2nd Street North) & surrounding streets. The parade, which will follow the same route as last year, will begin on Main Street at 2nd Avenue North (by Harvey's), proceed East on Main Street, turn right on 14th Street South, head West on College Street, turn right on 5th Street South and proceed back to 2nd Avenue North to end at the Farmer's Market. The parade will start at 7:00 p.m. at the Hitching Lot Farmers' Market and will end at the same location.

All entries must be *tastefully decorated* for the Christmas season following this year's theme. **If you do not have Christmas music planned for you entry, please tune your radio to 93.3 so that Christmas music will be heard from your entry.** We want to have Christmas music throughout the parade so please help us to provide sounds of the season to all!

This year, we will again offer competitive and non-competitive categories. If you want your entry to compete for prize money, please indicate on the application below. You may enter a vehicle which is decorated according to the enclosed provisions, but there are no spaces for business advertising this year. There are, however, sponsorship opportunities available where business advertising is allowed. See Entry Fees and Sponsor Form on following pages.

No vehicles will be allowed that are not decorated with lights (this include cars and trucks)!

Please make sure to identify your entry with signage, especially if you want to be judged. Judges **MUST** be able to see your name clearly on both sides of your float. **Professional lettered signs are required (no hand written signs will be accepted).** Please help us provide a professional parade appearance with proper signage.

Acceptance of entries will be acknowledged with a complete information package which you can expect to receive the last week of November. This package will include transportation instructions, suggested drop off and pick up points and your access to the line-up.

Remember, the Columbus Christmas Parade is for the enjoyment of adults and children of all ages. We ask that you help us enhance our Christmas parade by following the theme and being as creative as possible.

Your entry must be festively decorated according to this year's theme and Christmas music is requested as part of your entry. Your radio can be tuned to 93.3 if you do not have music available.

No offensive, loud noise will be allowed in or during the parade.

For the entertainment and enjoyment of those watching the parade, all participants should act, dress and behave in a manner appropriate to the season. Smiles and waves are mandatory!

Failure to comply will result in removal from the parade with no refund given.

PARADE APPLICATION FORM

Name of Participant Group:		
Name of Contact Person:		
Address:		
Address 2:		
City:	State:	Zip Code:
Home Phone #:	Work #:	Fax #:
Cell Phone # at Parade Site:		
E-Mail Address:		
Website:		
Type of Parade Entry (Check one): Float <input type="checkbox"/> Trailer <input type="checkbox"/> Walking Group <input type="checkbox"/> Car/Truck <input type="checkbox"/>		
Do you have any animals/livestock in your group? Yes <input type="checkbox"/> No <input type="checkbox"/> if yes, specify		
Approximate # of participants:	Adults:	Children:
Approximate length of entry (in feet):		
Will you have amplified music? Yes <input type="checkbox"/> No <input type="checkbox"/> if yes, please describe		
Does it matter if you are near a band? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Describe how your entry will be <i>festively</i> decorated:		

Entry Fees (Please circle appropriate category)

All Entries **MUST** be Decorated with the Theme

NO Business Advertising on Entry (please see attached Parade Sponsor Form)

Competitive Entry Fees & Prizes

Entry MUST arrive between 4:15 – 5:00 p.m. and be set up for the judging at 5:30 p.m.

Anyone arriving after 5:00 p.m. will not be eligible for judging.

Floats - \$50.00 per entry

Car/Pick-up Truck - \$40.00 per entry

Non-Profits - \$35.00

Non-Profits - \$30.00

Prizes:

Prizes:

1st Place Float - \$ 75

1st Place Car/Truck - \$ 60

2nd Place Float - \$ 50

2nd Place Car/Truck - \$ 40

Non-Competitive Entries

Entry MUST arrive between 5:15 – 6:00 p.m.

Marching Bands/Walking Groups-\$35.00 (*Dance teams will pay a \$100 refundable deposit with their fee***See Rules*)

Beauty Queens, Pageant Winners, Personalities - \$ 75.00

PLEASE MAKE SURE TO IDENTIFY YOUR ENTRY WITH PROFESSIONALLY LETTERED SIGNAGE. HANDWRITTEN SIGNS WILL NOT BE ALLOWED TO BE DISPLAYED.

GENERAL RULES & GUIDELINES
PLEASE READ CAREFULLY AS YOU WILL BE EXPECTED
TO COMPLY WITH ALL GUIDELINES LISTED BELOW
There is only One Santa - Please do not include a “real” Santa in your float.

The following are safety rules for assembling your float, for float riders and for people walking with a float.

- **Deadline for receipt of application is November 5, 2018.** Entries received after this date have the possibility of not being included in the parade line-up (depending on space) and **will be charged a late fee of \$20.00**
- Floats and vehicles **MUST** have seasonal and themed decorations. Undecorated entries will be removed from the parade line-up and application fees will be forfeited. Vehicles will be inspected at the check in/entry point.
The theme is: **Sounds of the Season**
- Individuals riding on a float must stay within 18 inches of the edge of a float unless the float has a railing.
- People walking with a float must stay at least 6 feet from the side of a float.
- Floats and vehicles must be less than 14 feet in height.
- Floats and vehicles must be fully decorated upon arrival at the staging area.
- ***** Walking groups must be active (caroling, baton twirling, juggling, marching). Please do NOT stop along the parade route to perform ... groups must MOVE at all times. The deposit will be forfeited if a group stops on the parade route and the group may not be allowed to participate in future parades. *****
Columbus Police Department will accompany dance groups to assure these procedures are followed.
- Sponsor entries must provide entertainment value to the parade, i.e., cannot just drive the parade with advertising.
- Each entry must have some type of sponsorship or representation.
- **NO** loud shocking noises, bull horns, explosives or other offensive noises.
- **NO** motorcycles or vehicles are allowed to perform any type of stunts.
- **NO** smoking or alcoholic beverages on any entries.
- The group and/or contact person will be responsible and held accountable for all individuals associated with your entry.
- No one is to get on or off of a float once the parade is moving. This also applies should the parade stop on the route.
- **Nothing is to be thrown into the crowd. This means candy, beads, stickers, etc.**
- No pamphlets or flyers are to be handed out. No political signage is allowed.
- The Christmas Parade committee reserves the right to refuse any entrant he/she deems to be unsafe, does not conform to the theme, arrives late, has blatant advertising or is not adhering to parade rules. **There are no refunds given after you have been accepted in the parade!**
- Playing of music is not permitted in staging area – testing only! Only Christmas music is allowed to be played in the parade, unless written authorization has been provided by Main Street Columbus. Please indicate this request on your application. If you will not have Christmas music on your float, please tune in 93.3 for Christmas parade.
- All entries must be illuminated in some way and incorporate holiday music.
- Your entry must be self-sufficient and you will be responsible to acquire your own float or flatbed. Any mechanical failures or breakdowns are your responsibility. If there are any animals or livestock as part of your entry, you are responsible for all clean up. **There will be NO Horses allowed in the parade.**
- If you are a multiple entry group and wish to ride together in the parade, you must arrive together! Line –up is in the order you arrive!
- Parents/guardians are expected to escort their children to and from their group’s float. Volunteers are not responsible for doing so. Volunteers are here to help, but cannot be expected to know where all floats are located in the lineup!
- **ALL FLOATS/VEHICLES THAT HAVE SIGNS, MUST HAVE PROFESSIONALLY LETTERED SIGNS. NO HANDMADE/HANDWRITTEN SIGNS WILL BE ALLOWED.**

For the entertainment and enjoyment of those watching the parade, walking groups must also be dressed in appropriate Christmas attire or uniforms. Please make sure all participants (drivers too!) act, dress and behave appropriate to the season smiles and waves are mandatory!

WAIVER OF LIABILITY

I/We accept the rules for participating in the Columbus Christmas Parade and Main Street Columbus is hereby released from all manner of actions, which may result from our participation in the 2018 Columbus Christmas Parade. I/We grant to Main Street Columbus, Inc., and its representatives and employees the right to take photographs of me and my property in connection with the Columbus Christmas Parade. I agree that Main Street Columbus may use such photographs/videos of me with or without my name and for any lawful purpose, including publicity, illustration, advertising, web content and social media.

Authorizing Person (please print) _____

Signature _____

Organization/Business _____

Date _____

Please return this form with your application for the parade.

Thank you!!!

Main Street Columbus, Inc., reserves the right to refuse any application based on space limitations or past refusal of entry to abide by parade rules and guidelines. Every entry will be considered on its own merit.

Blatant Commercial Advertising is not permitted.

Please make sure your entry is appropriate for the parade.



PARADE SPONSOR FORM

Name of Participant Group:		
Name of Contact Person:		
Address:		
City:	State:	Zip Code:
Home Phone #:	Work #:	Fax #:
Cell Phone # at Parade Site:		
E-Mail Address:		
Website:		
Type of Parade Entry (Check one): Float <input type="checkbox"/> Trailer <input type="checkbox"/> Walking Group <input type="checkbox"/> Car/Truck <input type="checkbox"/> NONE <input type="checkbox"/>		
Approximate # of participants:	Adults:	Children:
Approximate length of entry (in feet):		
Does it matter if you are near a band? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Describe how your entry will be <i>festively</i> decorated:		

All Entries MUST be Decorated with the Theme
Sounds of the Season

Parade Sponsorship: \$300

Includes:

- One non-competitive entry in parade (decorated in accordance with official guidelines)
- Acknowledgement on all parade media (posters, TV, newspapers, social media, etc.)