

2023 CITY OF NEW BERN CHRISTMAS PARADE APPLICATION

Application Deadline: Monday, November 27, 2023

Please complete the entire application in order to be considered. All applications subject to approval.

Organization Name: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Email: _____

PLEASE SELECT CATEGORY:

<input type="checkbox"/> Public Safety	<input type="checkbox"/> Entertainment (<i>Bands, Dance Groups, Performers</i>)
<input type="checkbox"/> Government Officials	<input type="checkbox"/> Civic / Nonprofit (<i>including youth clubs, churches, etc.</i>)
<input type="checkbox"/> Military / Veterans	<input type="checkbox"/> Animals (<i>Horses, Pets</i>)
<input type="checkbox"/> Commercial	<input type="checkbox"/> Antique Tractors
<input type="checkbox"/> Antique Cars (<i>Vehicle must be at last 25 years old</i>)	<input type="checkbox"/> Other:

ENTRY SPECIFICATIONS: Please check what applies to your parade entry.

Walking (How Many in your group: _____).

Rolling (*float, vehicle, etc.*) How many in your group: _____.

We have a decorated float. Dimensions: _____.

Photo Included

We have a trailer. Trailer dimensions: _____.

Photo Included

WILL YOUR ENTRY HAVE MUSIC? ONLY CHRISTMAS THEMED MUSIC ALLOWED.

Yes – What type: Marching Band live band stereo Singing Other: _____.

No

WILL YOUR ENTRY PROVIDE A PERFORMANCE? Standing performances are limited to one minute at designated locations. Rolling performances are permitted.

Yes No

ENTRY INFORMATION

Entry Narrative (*Describe your entry with as much detail as possible*): _____

2023 CITY OF NEW BERN CHRISTMAS PARADE RULES & REGULATIONS

1. To participate in the City of New Bern Christmas parade, complete the parade application online at www.NewBernNC.gov, or download the application and return the form to New Bern Parks & Recreation Administration (1307 Country Club Road, New Bern, NC). **DEADLINE TO APPLY: MONDAY, NOVEMBER 27, 2023.** If you need registration assistance or have questions, please contact Ally Leggett, Special Event Coordinator at leggetta@newbernnc.gov or 252-639-2920.
2. The Christmas Parade is a family friendly event. All entries must include Christmas decorations. Participants are encouraged to wear festive attire. There is NO Entry Fee for this event.
3. Only Christmas themed music will be allowed. No Explicit music, gestures, costumes, comments or signage.
4. Confirmation: Upon acceptance of your entry, an email confirmation will be sent with parade line-up information and any additional details.
5. Parade Lineup begins at 8am on George Street.
6. The parade starts **PROMPTLY** at 10:00am.
7. Drivers of all vehicles are REQUIRED to show a valid Driver's License and proof of Insurance at check-in, the day of the parade. Failure to provide this information shall result in being denied access to the parade.
8. All entries must follow the designated parade route.
9. Drivers MUST USE CAUTION. Proceed slowly. Spectators and walking participants will be everywhere. Careless or reckless driving will not be tolerated.
10. Parade staff will be stationed on each block and will determine spacing between entries and monitor for pacing throughout the parade.
11. Stopping is not permitted along the parade route. There will be several identified performance locations along the route with a one-minute performance time limit.
12. Do not throw ANY objects, including candy, during the parade. If you have candy or other items to pass out, you may have someone from your group walk along side and hand the items to spectators.
13. No items are to be sold along the parade route.
14. Any animals (*Horses, dogs, etc..*) in this event shall be under control of the participant at all times. Loud noises may occur during the parade. Animals sensitive to noise should not participate. Owners are responsible for the actions of the animals at all times. Animal entries must provide clean-up services for the animals during the parade. Clean-up must take place throughout the parade to ensure cleanliness for all participants. Failure to clean up shall result in removal from the event.
15. **The only Santa/ Mrs. Clause allowed will be on the official Santa Float.** Santa hats are allowed and encouraged.
16. The City of New Bern reserves the right to accept or reject applications for participation in this event.
17. The City of New Bern reserves the right to limit the number of entries.
18. Authorized agents of the City of New Bern reserve the right to issue warnings and ultimately remove groups from the parade for violation of rules. Removal from the Parade could prohibit your group from future City of New Bern Events.

PARTICIPATION RELEASE- I give permission for my child/myself to participate in this activity organized by the City of New Bern Parks & Recreation Department. I recognize that injuries can occur while engaging in activities of this nature. If I/my child requires medical treatment while participating, I give my permission for New Bern Parks & Recreation/EMS to provide the appropriate treatment. I agree to indemnify and hold harmless the City of New Bern, its departments, agents, employees, officials and volunteers for any injury, illness or damage to person or property during the course of this organized activity. I am a parent/guardian of this child. By signing below, you acknowledge that you have read and agree to the rules and regulations.

Signature _____ Date _____

Print Name: _____

If signing to approve a minor's participation in the event, print name of child: _____