



PARADE ENTRY FORM

December 3rd, 2022 at 5:30 p.m.

Unit Name: _____

Contact Name: _____

Address: _____

Email: _____

Parade Day Phone Number: _____

Description of your organization/float for announcer: _____

(use back if more space needed)

Parade Unit/Entry Type (Circle One)

Marching Band Float Walking Group Public Service Antique Car Equine

Float Category: (Circle One)

Non-Profit Profit

If your unit is other than a marching band, will it include music? _____

If your unit is a float and/or a vehicle, what is the total length? _____

All parade registrations must be received by **November 21, 2022.**

For questions call Marianne Daeger @ 812-592-9145

Drop off @ City Hall, Monday – Friday 8am – 4pm or

Email events@northvernon-in/gov or email to: Marianne.louise20@gmail.com

Mail registrations to: Christmas in the City Carnegie Government Center 143 E. Walnut Street



December 3rd, 2022 at 5:30 p.m.

Parade Rules and Guidelines 2022

1. Entrants must observe all applicable rules and regulations and follow instructions from police and parade officials.
2. Vehicles will not be allowed in the parade unless pulling a float or providing transportation for pageant entrants. Exceptions will be considered for antique vehicles and other organized specialty car groups with prior approval.
3. **Per the City of North Vernon and the North Vernon Police Department: NO MATERIALS or CANDY MAY BE THROWN ALONG THE PARADE ROUTE. WALKERS WILL BE ALLOWED TO HAND MATERIALS or CANDY TO SPECTATORS. This is a safety rule and will keep children from running between moving parade units in the dark. Violators will be removed from the parade.**
4. Forward movement maneuvers only by marching units are permitted. No units may stop forward motion for performances except in the areas designated by the Parade Committee. This stop may not exceed 90 seconds.
5. A space of 50 feet between each unit will be enforced. All units are required to close gap between units when instructed by parade officials.
6. Drivers of any and all vehicles in the parade areas must possess a valid driver's license, be at least 18 years old, and possess vehicle liability insurance.
7. **Livestock and domestic animal entrants MUST provide their own catch mechanism or street cleaning crews following their units along the parade route.**
8. **Any individual riding a livestock animal must wear a helmet even if over the age of 18, no exceptions.**
9. Recorded or live music on entries is encouraged. Only Christmas theme music is allowed. Parade Officials have complete authority in this matter and reserve the right to withdraw any unit that does not comply with their instructions to turn down or turn off sound when instructed to do so.

10. The Parade Committee reserves the right to withdraw any unit of which costume or performance does not meet the Christmas parade rules and regulations or conform to the standards of reasonable public taste and fit the parade theme
11. Political campaigning is not permitted.
12. This is a family event and alcohol consumption is strictly prohibited for the safety of spectators and those who will be driving in the parade or after the parade.
13. All persons associated with your entry should dress appropriately for the weather and should anticipate being out in the cold weather.
14. All entries that are not checked-in and in their assigned spot by 4:30 p.m. on Saturday, DECEMBER 3, 2022, will be considered a no-show, and not allowed to participate in the parade.
15. No last-minute entries are allowed on the day of the parade. Registrations deadline is Monday, November 21, 2022.
16. The Parade Committee reserves the right to accept or decline any entry.

FLOATS

1. All entries must be decorated according to a Christmas theme. All banners must be neatly lettered.
2. All entries must be able to pass underneath the overhead traffic lights along the parade route. (13'6").
3. Participants must be costumed according to the parade theme, with **no participant dressed as Santa Claus.**
4. **Please remember this parade will be taking place from dusk to dark so your float will need lots of lights and up lighting to be able to see participants.**
5. No participants may jump on a float to ride and may not interfere with any other unit in any way. Float capacity will not be exceeded. No participants will dismount from a float during the parade route. Participants will not have body parts, particularly legs and feet, extending past the sides, front or rear of the float. This is an extreme safety hazard.
6. The Parade Committee will secure Santa Claus for the parade. We ask that you do not have any person dressed as Santa on or walking with your entry. Animals or cartoon/mascot representations dressed as Santa is allowed. The only official "human" Santa is the one on the float at the end of the parade. **No other Santas are allowed to participate.** We appreciate your cooperation with keeping the illusion for the children attending the parade.

BANDS – MARCHING/WALKING UNITS

1. All marching units must maintain forward motion. Routines that cause gaps will not be permitted. Stopping or reversing motion will result in removal from the parade and will jeopardize future participation. Only Christmas-theme music will be allowed.
2. No unit may stop forward motion to perform except in areas designated by the Parade Committee. Performance stops may not last more than 90 seconds.
3. If for any reason a gap of greater than 50 feet is created, marching units must increase their pace to close the gap.
4. All members of any marching unit should be at least 10 years old. Participants must be suitably costumed with no participant dressed as Santa. Walking groups must be dressed in uniform that easily identifies walkers as part of the same group.
5. No vehicle may accompany marching units without prior written approval.
6. Walking units should have banners to identify their group and/or organization.

LINEUP

All entries will be assigned a line-up number and receive further instructions about the parade one week prior to the parade. Please make sure that the phone number listed on the parade form is working, with room to leave voice mail messages if needed. For questions regarding the parade line up please contact Marianne Daeger (812) 592-9145.

KINGS/QUEENS

Kings/Queens from any Elementary, Jr. High, High School, College or recognized pageant will be considered for the parade at the discretion of the Parade Committee. Eligible entries for consideration will include private/public, elementary/secondary, college institutions and recognized pageant winners. Kings/Queens from the same school must ride in the same convertible.

Kings/Queens are required to furnish their own convertibles. The driver must be at least 18 years old and have a valid driver's license. A maximum of 2 persons per vehicle (driver excluded).

ROUTE

The parade will start from the assembly area along West O & M Avenue (by Post Office) and end at Saint Mary's Catholic Church. PLEASE PICK UP YOUR PARADE PARTICIPANTS AT ST. MARY'S.

Inclement Weather Policy

There is no "reschedule date" should the parade be canceled or shortened due to inclement weather.

Usually, the parade will be held rain, snow or clear weather. In the event of inclement weather, the parade will go on as scheduled, except in the event of extreme and/or dangerous conditions such as ice storms, temperatures (including wind-chill) nearing zero degrees, blizzards, etc. Emergency notices will be made via the phone number listed on the parade entry form, the City of North Vernon Facebook page and possible other media outlets like the local radio station (WJCP-97.7 FM)

NOTE: Failure to comply with the above Rules and Regulations will result in immediate removal from the parade and prevent participation in future parades.