

2011 UNION COUNTY

# CHRISTMAS PARADE

## GUIDELINES AND ENTRY FORM

Sunday, November 20 at 2:00 p.m.



*In Historic ...*

*Downtown Monroe*

Presented by



## 2011 Parade Guidelines

The 2011 Union County Christmas Parade will be held Sunday, November 20 at 2:00 p.m. in Historic Downtown Monroe.

After reading these guidelines, if you have additional questions, please contact Kim Wolfe at Union Smart Start (704) 226-1407 or by e-mail: [kwolfe@unionsmartstart.org](mailto:kwolfe@unionsmartstart.org)

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The parade will begin at 2 p.m. **Participants must arrive by 1 p.m.** This is a “Rain or Shine” event! Vehicles not in the parade are advised to park near the Walter Bickett Stadium. PLEASE CAR-POOL. The parade will line up off of Sunset Drive. The travel route is: Sunset to Hayne, Hayne to Franklin, Franklin to Church, Church to Jefferson, Jefferson to Main, Main to Lancaster, and Lancaster to Washington. The parade dispersal is at Walter Bickett Stadium. **Due to safety concerns, the Monroe Police Department requires that parade participants not leave the floats at any time or place, except when making a complete stop at Walter Bickett Stadium when the parade is over.**

**The deadline for all entries is October 28th .** Late entries received between October 30th to November 4th, are doubled the \$ amount listed. No entries will be accepted after November 4th.

Entries are only valid with payment. Float and vehicle measurements must be strictly followed.

**Parade entries may only enter the parade staging area as designated below:**

- **Regular size units (under 20 ft.) will line up on North Parker and will receive an entry number prior to the parade date (please include an email address to receive information about your location prior to the parade).**
- **Floats and units exceeding 20 feet will line up on South Parker Street or Washington Street. (Please include an email address to receive information about your location prior to the parade). FLOATS/TRAILERS MUST NOT BE LEFT UNATTENDED!!! DO NOT SHOW UP EARLY, PARK AND LEAVE. FLOATS UNATTENDED MAY RISK LOSING THEIR RIGHT TO PARTICIPATE IN THE PARADE!!!**
- The HS marching bands staging area is located in the field adjacent to Bickett Street off of Sunset Drive. (Parking is available at the Walter Bickett Stadium.)
- Scout groups will meet at the Monroe Cemetery adjacent to Washington Street. (Your troop number(s) must be specified on the entry form.)
- The horse staging area is located behind the carwash on S. Hayne Street. (Horse entries are limited to 20 horses and will be accepted on a first-come basis.) Please have horses groomed and riders in appropriate attire. All horse riders must sign the enclosed release form in this packet and have it notarized. Riders must be at least 18 years of age. A negative Coggins for each horse must be included with the entry form. Please also have a copy with you the day of the parade.
- Dog entries are limited to 20 dogs (first-come basis). If a dog fouls the parade route, owners must clean up immediately.
- Car club entries are limited to five cars per club. Each car is considered a separate entry.
- Clowns should find a position in the parade line-up and remain in that position. Please do not perform near marching bands, as it interferes with their performance.

## 2011 Parade Guidelines continued...

- Political candidates or politicians should participate as a group, e.g., Union County Democrats or Union County Republicans, not as individuals.
- The riding of buses or vans is not permitted.
- ATVs, go-carts and motorcycles are limited to five (5) per organization. Each vehicle is considered a separate entry.
- Union County Public Schools are allowed free entries, with seven (7) entries per high school and three (3) entries per middle and elementary school. As each vehicle is considered an entry, please place multiple queens on one float. Private schools are allowed one (1) free entry.

The parade speed will be set by parade officials. Maintain 20 feet between each unit. **You may NOT stop at any point during the parade** unless directed by police or parade officials stationed along the parade route. Parade officials and Monroe Police Officers will be located throughout the route. Follow their instructions at all times.

Please have your parade vehicle in good running condition and with ample fuel. (The parade lasts approx. 2 hours).

All vehicles must be decorated in a holiday theme and provide appropriate holiday music, no suggestive music or dancing will be tolerated. Don't forget to display your organizations signage on your float. It should be printed and decorated in large readable print. Remember that viewers will be approximately 20 feet away.

No tobacco products shall be used by any participant.

### **Important Reminders:**

For the safety of children and those individuals running in front of moving vehicles we asked there be **NO distribution of candy** or treats from participants walking/riding the parade route. Participants are asked not to throw any type of objects from a float/car into the crowd. Violators may be excluded from participating in next year's parade. Walkers may hand out coupons, cards, flyers, etc...

**Please do not put Santa Clause on your float.** There is only 1 Santa and his float is at the end of the parade.

For the safety of participants and fans absolutely **NO stunting**, cartwheels, flips, or acrobatic activity during the parade.

**No refunds** will be issued for parade entry cancellations. Please consider your entry fee a donation to Union Smart Start.

**All commercial entries MUST be decorated** in a holiday theme. Any undecorated entry will be asked to pull out of the line-up prior to the parade and not be allowed to participate.

Do not leave floats, vehicles, or trailers unattended at any time prior to the parade.

**Please share these guidelines with everyone included in your entry.**

***Thank you for your participation in the Union County Christmas Parade!***

If your entry is received by the October 28th deadline,  
you will receive an entry ticket or line-up location by email.

# 2011 Parade Entry Form

Organization Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_

Work Phone \_\_\_\_\_ Home \_\_\_\_\_ Cell \_\_\_\_\_ (in case we need to reach you on parade day)

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

Entry Type: (prices valid only until October 28 , for entries received. October 30th to November 4th the fee is double that listed).

- \_\_\_\_\_ Richey Float: \$465 (You will have the opportunity to choose your float from photographs)
- \_\_\_\_\_ Commercial Non-Richey Float: \$220 (Promotes business or company)
- \_\_\_\_\_ Non-Commercial Float/Entry: \$30 (includes churches, scouts, pageant winners, and non-profits)  
*All "Commercial Business" logos must be covered to be considered a non-commercial entry*
- \_\_\_\_\_ Horses: \$30 per horse
- \_\_\_\_\_ Dogs: \$15 per dog
- \_\_\_\_\_ Public School Entry: Seven (7) free entries for high schools, three (3) for middle & elementary.
- \_\_\_\_\_ Private K-12 School: One free entry; all others \$30.

Entry Description {REQUIRED: do not leave blank}

Float length \_\_\_\_\_ Towing Vehicle length: \_\_\_\_\_

Individuals Participating (Include name, title, activities, parents, etc. Use a separate sheet if necessary.)

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

Sponsors \_\_\_\_\_

Awards, Honors, History (Years participating in the parade, awards won, year group was organized, etc.)

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

Please mail, email or fax completed form and entry fee to:

Union Smart Start  
PO Box 988, Monroe, NC 28111

You may also drop off forms at the Smart Start office at 105 Cedar Street in Monroe.

Phone: 704-226-1407

kwolfe@unionsmartstart.org

Fax: 704-226-1369

## PARADE AGREEMENT

I acknowledge that I have received, read and reviewed the 2011 Union County Christmas Parade information packet and understand all the rules and guidelines provided by Union Smart Start.

I understand that **candy or other items may NOT be distributed** by anyone participating in the parade.

I agree that all individuals affiliated with my entry that are riding will remain in the vehicle or on the float at all times. Participants may not get on or get off a float during the parade.

I also acknowledge that Union Smart Start reserves the right to make changes or additions to the rules and guidelines at any time. I will be notified of these changes.

**RELEASE AND WAIVER OF LIABILITY:** The undersigned, on behalf of him/herself and organization, in consideration of the grant of permission to participate in the Union Smart Start 2011 Union County Christmas Parade to be held November 20th, 2011, does hereby release and waive all claims that (he, she, or our company, our club, or organization) has or may hereafter claim to have for itself or anyone claiming by or through the undersigned for damage or injury, direct or indirect, known, or unknown, now or hereafter arising, said release to be in favor to Union Smart Start, its members, employees, agents, officers, and directors.

Further, the undersigned, on behalf of him/herself and organization, for the same consideration agrees that it will hold harmless, protect and indemnify Union Smart Start, its members, employees, agents, officers, and directors at the sole expense of the undersigned from any and all claims, demands, liens, attachments or judgments which now or hereafter arise from the participation of the undersigned and organization in the above-named activity, whether such action is direct or indirect. The undersigned will indemnify and reimburse Union Smart Start in full for all expenses, including attorney fees, it may incur by means of its defense.

The undersigned has read the above and understands that this is an unconditional release and indemnity agreement. The undersigned is 18 years or older, under no disability and has not signed on reliance or any representation contrary to the agreement set out above. The undersigned acknowledges he/she is authorized to execute this on behalf of the organization.

\_\_\_\_\_  
Organization , Company, Club, or other entity

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of individual or organization representative:



By checking this box I agree to the terms above

### YOU MUST SIGN AND DATE THE AGREEMENT

Please mail completed form and entry fee to:

Union Smart Start

PO Box 988, Monroe, NC 28111

You may also drop off forms at the Smart Start office at 105 Cedar Street in Monroe.

Phone: 704-226-1407

Fax: 704-226-1369

# Release and Indemnity Agreement for Horse Riders Only

The undersigned, in consideration of the grant of permission to participate in the Union Smart Start function designated as the 2011 Union County Christmas Parade to be held November 20th, 2011 does hereby release and waive all claims that (he, she, or our company, our club, or organization) has or may hereafter claim to have for itself or anyone claiming by or through the undersigned for damage or injury, direct or indirect, known or unknown, now or hereafter arising, said release to be in favor to Union Smart Start, its members, employees, agents, officers, and directors.

Further, the undersigned, for the same consideration agrees that it will hold harmless protect and indemnify Union Smart Start, its members, employees, agents, officers and directors at the sole expense off the undersigned from any and all claims, demands, liens, attachments or judgments which now or hereafter arise from the participation of the undersigned in the above- named activity, whether such action is direct or indirect. The undersigned will indemnify and reimburse Union Smart Start in full for all expenses, including attorney's fees, it may incur by means of its defense.

The undersigned has read the above and understands that this is an unconditional release and indemnity agreement. The undersigned is of legal age, 18 years or older, under no disability and has not signed on reliance or any representation contrary to the agreement set out above.

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_ County, North Carolina

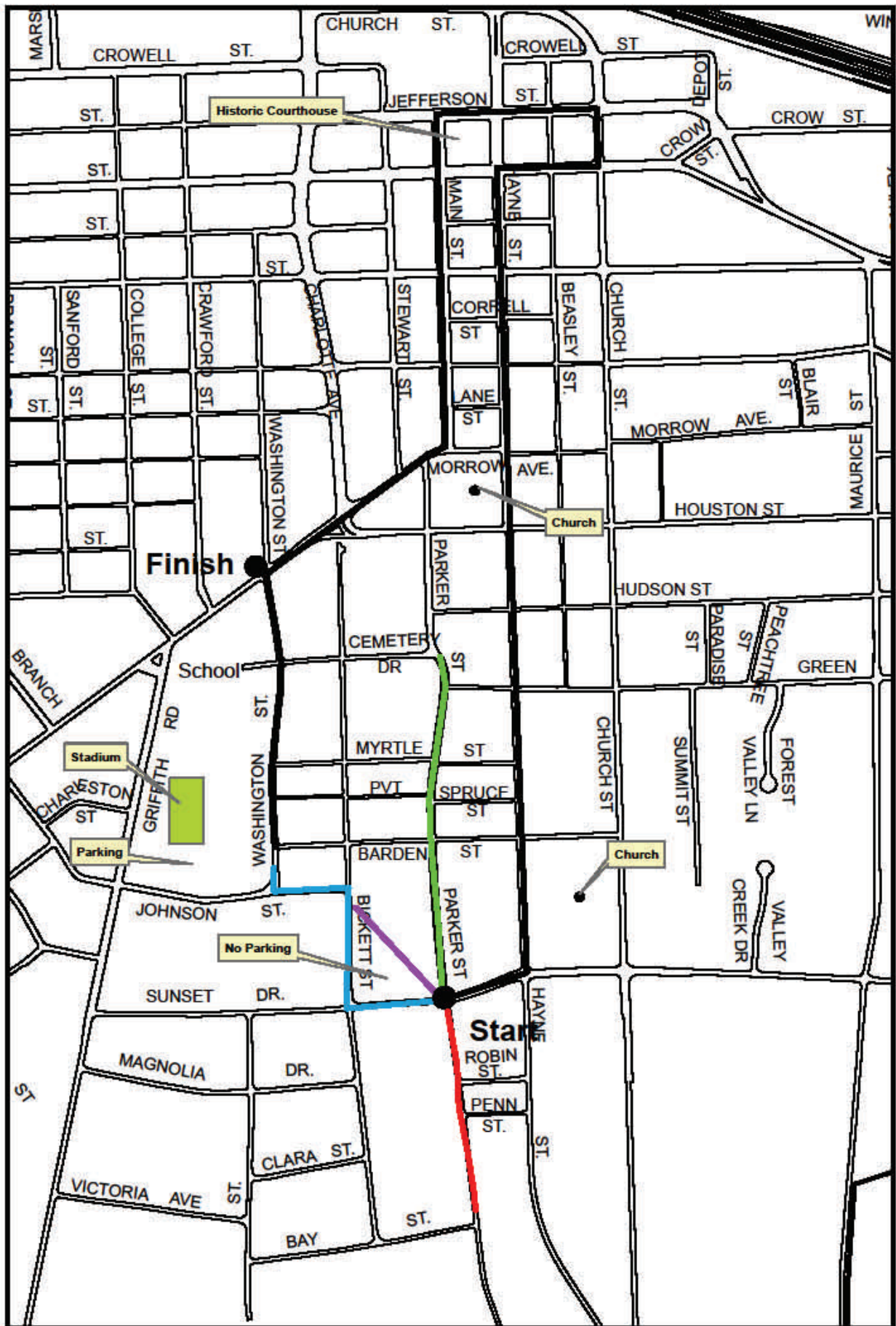
I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document:

\_\_\_\_\_  
Official Signature of Notary Public

\_\_\_\_\_  
Date

My Commission Expires: \_\_\_\_\_

Official Seal



# CHRISTMAS PARADE LINE UP