

2025 Pinetops Christmas Parade Guidelines and Regulations

Saturday, December 6, 2025 @ 10 AM

THE DEADLINE FOR ALL PARADE ENTRIES IS WEDNESDAY, NOVEMBER 20, 2024.

Please read ALL the following information carefully.

1. The parade is a rain or shine event. It will not be canceled due to inclement weather.
2. Application fees are non-refundable for accepted entries. Each entry must fill out an entry form and pay the appropriate fee. **ALL ENTRY FEES MUST BE PAID BY FRIDAY, NOVEMBER 21, 2025.**
3. There will be ONLY ONE Santa Claus in the parade. Parade officials will arrange him. **No other Santas are allowed.** Santa hats, elves, and reindeer are permitted.
4. 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.
5. **Any float or entry with children under the age of sixteen must always have one adult supervisor present per 10 children.** This adult should remain with the group or float throughout the duration of the event. All young children must be seated on entries during the parade and any time that the entry is in motion.
6. Drivers of all vehicles in the parade must possess a valid driver's license and possess all liability vehicle insurance. **All drivers must be at least 18 years old.**
7. All entries must be properly registered for the event. Please check in by 8:45 a.m. the morning of the parade. Parade volunteers will be on hand to direct you to your correct line-up position.
8. All entries MUST depict a Christmas theme. (bows, wreaths, streamers, etc.)
9. Each entry should include signage with the organization's name that is neat, legible and presented in a professional manner.
10. The Town of Pinetops will not be responsible for any injuries or property loss/damage accrued during the parade.
11. The parade committee will be the final authority, should any questions arise.
12. No vulgar or inappropriate actions, words or music will be tolerated.
13. **Political campaigning is NOT permitted.**

Safety Guidelines:

- A) The safety of participants and spectators is a principal concern. **It is the consensus of the Pinetops Town Board that NO CANDY or other items may be thrown from vehicles or floats. Candy may be passed or handed out by walkers ONLY. Failure to adhere to this guideline will result in exclusion from future parades.**

- B) 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 floats.
- C) The use of alcohol is **strictly forbidden** and will result in your entry being disqualified from participation this year and in all future parades.

Exhibit Guidelines:

1. Professional floats will have a maximum weight load capacity of 2,200 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.
2. All floats are restricted to 13.5 feet tall to avoid contact with power lines.
3. **Vehicles** participating in the parade, including motorcycles, will not be allowed to do burnouts, revving of engines, or any other reckless or negligent driving. **All wheels must always remain on the ground.**
4. A clean-up crew **MUST** accompany equestrian and animal units. **Units that do not provide clean-up crews will not be allowed in the parade.**
5. Participants must follow all applicable rules and regulations as well as any instructions from police and other parade officials or be immediately dismissed from the parade. The parade coordinators/volunteers and police officers reserve the right to remove any participant from the parade either prior to assembly, while assembling, or any time during the parade.
6. All entries will be assigned a line-up number. You will receive your line-up number and further parade instructions by Friday, November 28, 2025.
7. If you have any concerns, parade volunteers, wearing safety vests, will be available to direct you to your correct place in the parade line-up.
8. **The Parade Committee will review each application. Incomplete applications will not be considered. The Committee has the sole authority to accept or reject any application.**
9. By participating in the 2025 Pinetops Christmas Parade, you agree that the Town of Pinetops is not responsible for any accident, injury, or other circumstances that may occur.
10. This is a family-friendly event. All costumes/attire, performances, and entries must be appropriate for children. If it is questionable...do not do it!

We look forward to seeing you on Saturday, December 6, 2025, at 10 AM!

Pinetops Christmas Parade Committee Members:

Odyssey Brown/Town Hall Liaison, Suzanne Coker Craig, Kirby Fuller/Parade Coordinator, Stacey Staton, Cody Lancaster/Town Public Works Director, Tammy Keesler/Town Clerk

For more information, contact:

Kirby Fuller	Email:	jkfuller52@gmail.com
Odyssey Brown	Email:	obrown@pinetopsnc.com
	Phone:	252-827-4435 (Pinetops Town Hall)
	Fax:	252-827-2806

2025 Pinetops Christmas Parade Entry Form

Organization/Business/Church Name: _____

Contact Person(s): _____

E-Mail Address: **(required)** _____

Address: _____

Phone # **(required)** _____

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.

Make all checks payable to:

Town of Pinetops (*Write Christmas Parade on the memo line*)

- ❖ **Churches, civic clubs, government and non-profit organizations are exempt.**

APPLICATION DEADLINE:

FRIDAY, NOVEMBER 21, 2025

PARADE DATE:

SATURDAY, DECEMBER 6, 2025, at 10:00 AM

Parade rules, entry forms and other essential information will be posted on the Town of Pinetops website: www.townofpinetopsnc.com

Please return the completed entry form, entry fee and signed Release and Hold Harmless Agreement to Pinetops Town Hall by Friday, November 21, 2025, to:

Town of Pinetops
Attn: Christmas Parade Committee
Drawer C
Pinetops, NC 27864

Phone and Fax: (252) 827-4435 (Office)

(252) 827-2806 (Fax)

Town of Pinetops Christmas Parade

RELEASE AND HOLD HARMLESS AGREEMENT

The undersigned applicant/parade entrant agrees to the following:

I/We understand that completing this application does not guarantee approval of the entry. I agree that if my entry is approved, it will meet all the specifications as noted in the attached rules and regulations and that I/we will ensure each member of my group reads and understands the rules associated with this application. I understand that the entry fee will be forfeited, and my entry will not be allowed to participate in the parade if the attached rules and regulations are violated. I/we grant Town of Pinetops permission to use any photographs, video, recordings, or any other record of my group's participation in the parade for any legitimate reason.

The applicant/parade entrant shall indemnify, save harmless, and defend, the Town of Pinetops, the parade committee, parade director, volunteers and affiliates, and their successors in interest from and against any and all claims, demands, actions, debts, liabilities, and attorney's fees arising out of claimed on account of or in any manner predicated upon loss or damage of property of an injuries to, or death of any and all persons whatsoever, in any manner caused or contributed to by the applicant, its agents, or employees while in, upon, or about the 2025 Town of Pinetops Christmas Parade.

Name of Entry _____

Contact Name _____

Phone _____

**PLEASE SIGN AND RETURN TO PINETOPS TOWN HALL NO LATER THAN FRIDAY,
NOVEMBER 21, 2025! LATE APPLICATIONS WILL NOT BE ACCEPTED!**

X
