**Pinetops Christmas Parade Guidelines and Regulations**

**DEADLINE FOR ALL ENTRIES: WEDNESDAY, NOVEMBER 23, 2022**

Please read **ALL** of 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 NOVEMBER 23, 2022.**
3. There will be ONLY ONE Santa Claus in the parade. He will be arranged by parade officials. **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 16 must always have an adult supervisor present. 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 areas must possess a valid driver’s license and possess all liability vehicle insurance.
7. All entries must be properly registered for the event and should check in the morning of the parade at the corner of Burnette and Ninth streets with a parade volunteer.
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 chairperson and 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**:

1. Safety of participants and spectators is a principal concern. Use extreme caution when distributing candy to spectators. **We strongly encourage the handing out of candy rather than throwing it to spectators. \*DISTRIBUTION OF CANDY SHOULD NOT BE A SAFETY ISSUE!** The Town of Pinetops and Pinetops Area Community Development are not liable for any injuries.
2. 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.

**\*\*\* Parade guidelines and regulations \*\*\***

**are continued on the next page.**

**Exhibit Guidelines:**

1. Professional floats will have a maximum weight load capacity of 2200 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. Equestrian and animal units **MUST** be accompanied by a clean-up crew. **Units that don’t 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 instructions about the parade by Wednesday, November 30, 2022.
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 2022 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…don’t do it!

THANKS, and we look forward to seeing you on Saturday, December 3, 2022!

Kirby Fuller, ***Christmas Parade Committee Co-chair***

Zora Drake, ***Christmas Parade Committee Co-chair***

***Pinetops Christmas Parade Committee Members***:

Odyssey Brown*/Town Hall Liaison*, Cora Wooten, Suzanne Coker Craig, Tommy Roberts,

Fred Ventresco/*Town Administrator*, Lesa Walton, Donald Webb

For more information, contact:

Kirby Fuller Email: jkfuller52@gmail.com

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Phone: 252-827-4435 (Pinetops Town Hall)

**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 2022 Town of Pinetops Christmas Parade.

Name of Entry\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

