

Newport Christmas Parade Application

"Your Christmas Journey"

Saturday, December 14, 2019 - 3pm

Deadline to submit application is December 6, 2019

After December 6, 2019

Additional \$10.00 late fee

For Office Use Only:

Number: _____

Stage Time: _____

- Waiver Signed
- Payment Received
- Script Completed

Organization, Group, School Name: _____

Contact Person: _____

Address: _____

Contact Phone Number: _____ Cell Phone: _____ Email: _____

Please provide the number of entries for each category. This will be needed for parade staging.

\$5.00 Entry Fee for each

____ Marchers Only (sets of 15)

____ Vehicle(s)

____ Horse(s)

\$10.00 Entry Fee for each

____ Float(s)

**Entries made after December 6th
add an additional \$10.00.**

Parade entry fees are to be submitted with the parade application. Check or money order may be made payable to the **Cocke County Partnership**. Credit Card payments are also accepted.

Please provide a detailed description of what your entry will consist of:

Parade Script for Television Broadcast

Please provide enough information for a 20 second description of your entry/organization/group. This must be completed by applicant. If space is left blank you will not be included in the parade script.

Cocke County Partnership/Chamber of Commerce Christmas Parade Waiver

One waiver per entry may be signed by multiple participants and must be received at the time you return your application to the Chamber of Commerce office.

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The undersigned assumes all responsibility for all risks of damage or injury that may occur to the undersigned during participation in the Christmas Parade. Furthermore, the undersigned assumes all responsibility for all damage or injury that may occur by the undersigned during participation of the Christmas Parade. In consideration of being accepted as a participant in the event, the undersigned hereby releases and discharges and agrees to indemnify and hold harmless the Cocke County Partnership/Chamber of Commerce, City of Newport, Cocke County, Cocke County High School, Cocke County Board of Education and their members and agents from all claims, demands, rights of causes of actions, present or future, whether known, anticipated or unanticipated, and resulting from or arising out of or incident to the undersigned's participation in the Christmas Parade. If applicant shall not have attended the age of legal majority (18 years), the signature of a parent or guardian shall also be required.

I have read and understand and signed the foregoing Assumption of Risk Agreement and release this _____ day of _____, 2019.

Participants

Parent/Guardian

Parade Theme

THEME: "Your Christmas Journey "

This year we would like to emphasize the 2020 Census and the need to our community for everyone to be counted. The Bible tells us Mary and Joseph's journeyed to Bethlehem to be counted. So, we ask you to tell us "Your Christmas Journey".

Your Journey to meet family for the holidays

Santa's journey around the world

The Journey to find the perfect gift

Deadline for entries will be December 6, 2019

Participants Guidelines

- All participants (floats, marchers, bands, etc.) **are encouraged to** incorporate the parade theme in their music, float design, and/or costumes.
- Entries must be entertaining to a family audience, primarily children.
- **No Santa Claus replicas** may be part of any entry other than the Official Santa Claus Parade Float.
- Participants in the parade shall not be consuming or giving the impression of consuming alcoholic beverages and/or narcotics and shall refrain from smoking during participation in the parade.
- All participants must complete the "Parade Script for Television" included on the parade application for their group/entry.
- Any entry may be refused up to the start of the parade should the entry not meet parade guidelines or differ from its approved entry form.
- **Staging will begin @ 11:30am in 15 minute increments at the CCHS parking lot. You will be notified of what time you need to be at the parking lot to line up the week before the parade.**
- **Route of Parade** – Begins at Cocke County High School Parking Lots and will end at Lincoln Avenue Baptist Church. (DUE TO SAFETY AND TRAFFIC CONTROL we ask that everyone must follow the route to completion at Lincoln Ave. Baptist Church). Horses, Tractors & 4 Wheelers that will be returning to Cocke County High School: you MUST continue to the end of the parade route and an escort will be waiting to provide a safe return back to Cocke County High School.
- **Reckless behavior will not be tolerated.** (Burn outs/squealing tires) Failure to abide by these rules may result in removal from the parade and exclusion from future programs.
- Four wheelers – Must have a valid Driver's License. If driver is under 18 a parental consent form must be signed.
- All horses will ride together at the conclusion of the parade following Santa and Mrs. Claus.

Parade Guidelines will be strictly enforced

DEADLINE: December 6, 2019 @ 4:00 p.m.

Entries accepted the day of the parade add an additional \$10.00. Late entries will not be in the parade script and will be at the end of parade.

Performance Requirements

- All performances will take place in front of First Baptist Church only and are limited to 3 minutes.
- In an effort to keep the parade moving at a steady pace if there are technical difficulties with music and you are not able to fix the difficulty within a reasonable amount of time (2 minutes) please continue the parade route.

Marching Groups Guidelines

- Walking (marching) groups should wear matching costumes or costumes that reflect the parade theme.
- Please ensure that you keep with your group. Smaller children should be encouraged to ride on a float instead of walking.
- **Please note the maximum number of walkers allowed per entry is 15.**

Float Requirements

- All floats **are encouraged to** incorporate the Parade theme –
- **Automobiles are encouraged to be decorated.** (Including automobiles hauling floats).
- Signage shall be restricted to a total of 2 signs per float. Each sign **must not exceed 3 x 8 feet** the sign should state the name of the group and theme so as to be easily identified by the media. Any acknowledgments should be in smaller lettering below the group name.
- Music is strongly encouraged. Please play Christmas music only.
- Floats with generators or other possible fire hazards must provide suitable fire extinguishing equipment on the float.
- **Candy can be distributed from the street level only, NOT thrown from the floats.**
- Participants must ride on the float. No one is to sit on the edge of the float /trailers with their feet dangling over the side. It is strongly recommended that children be securely seated and supervised on the floats.
- **There will be no premature exiting of the Parade route.**

Judging Requirements

The judging will take place at the Parade starting location (Cocke County High School Parking lots). Entries will be judged according to the criteria below. Judging is based on four categories. Each category is rated on a scale of 1 to 10 for an overall score of 40. Judging will begin promptly at 1:30pm and will continue until the last group has been staged. Everyone needs to be on the float ready to be judged.

- **Effort** - Adherence to the rules, theme, organization and planning
- **Theme** - Adherence to the chosen theme, effective presentation of theme
- **Appearance and Originality** - Style, presentation, overall appearance, and originality
- **Participation** - From children on float, community spirit, enthusiasm from members of the group

Overall Awards

Winners will be awarded as follows: 1st Place Overall, 2nd Place Overall, 3rd Place Overall & Best Non-Profit.

A plaque will also be awarded as the Mayor's Choice Float. The Judges will decide tie breakers. All decisions will be final.