Newport Christmas Parade Application

"Red, White, and Bright!"

Friday, December 4, 2026 - 6:30 pm

Deadline to submit application is November 24, 2026

After November 24, 2026, Additional $10.00 late fee

For Office Use Only:

Number: _____

☐ 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.

$15.00 Entry Fee for per

____ Marchers (up to 15 people)

____ Vehicle(s)

____ Horse(s)

$25.00 Entry Fee for Float(s)

Maximum of 3 entries first application.

____ Float

Additional entries require a new application and $25 fee per float.

Entries made after November 24th add an additional $10.00.

*Due to safety - All entires must have lights

For example, if you have a decorated truck with ten people walking along the route, you will pay $30. If you have a decorated truck pulling a trailer of people riding on the "float", you will pay $25. If there was also a group of people walking along the route passing out candy, your total would then be $40. 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 for staging purposes.

_____

_____

Parade Script for FB Live Streaming Broadcast

Provide enough information for a 20 second description of your entry/organization/group. This must be completed by the 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 required. Signer is responsible for their organization or group. Waiver must be received at the time you return your application to the Chamber of Commerce office to secure your spot in the parade.

The undersigned/organization assumes all responsibility for all risks of damage or injury that may occur to the undersigned/organization during their participation in the Christmas Parade. In consideration of being accepted as a participant in the event, the undersigned/organization hereby releases, 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/organization's participation in the Christmas Parade.

I have read and understand and signed the foregoing Assumption of Risk Agreement and release this _____ day of _____, 2026.

_____

Responsible party for the participating organization. ￼

Guidelines have changed, please read carefully.

☐ I have read the new guidelines.

We work very hard to ensure a safe and happy event for participants and observers. The rules and guidelines that follow are in place for those purposes. Thank you for your cooperation.

Parade Theme

THEME: **"Red, White, and Bright"** An American Christmas, Celebrating 250 years.

Deadline for entries will be November 24th, 2026.
A $10.00 late fee will be added after November 24th

Participants Guidelines – Please share these with all members of your group

- ALL participants (floats, vehicles, marchers & horses, 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.
- **Santa Claus replicas** (such as inflatables, décor, etc.) will be allowed but **no one** may be dressed as Santa Clause as part of any entry other than the Official Santa Claus Float at the end of the Parade.
- Participants in the parade are prohibited from 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 Facebook" included on the parade application for their group/entry. If a script is not provided, then your group will only be announced by the business name during filming.
- 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 @ 4:00pm at the CCHS parking lot. Parade order will be first come first serve.**
- **ALL** Participants will need to enter the parade line up on Hedrick Drive from the Cosby Hwy. This year the road will be a one-way entry. Entry from Broadway will be closed to parade participants.
- When in the staging area horns and loud music will be prohibited.
- We ask all participants to be respectful of the staging area. Throwing candy, leaving candy and trash on the grounds and vulgar language will not be tolerated and will result in removal from the parade. **No Exceptions.**
- When you arrive, you must be parade ready (participants, decorations & candy) or you will not be allowed in staging parking lot. You will be directed to find another parking lot until your entry has all participants loaded and the float is decorated. **No Exceptions.**
- **NO ADULTS/CHILDREN MAY BE DROPPED OFF AT STAGING AREA. YOU AS THEIR REGISTERED ORGANIZATION OR GROUP ARE RESPONSIBLE FOR YOUR PARTICIPANTS AND THEIR SAFETY. THEY MUST ARRRIVE ON THE FLOAT WITH THE REGISTERED GROUP TOGETHER. THE CCP IS NOT RESPONSIBLE FOR THE SAFETY OF PERSONS AND WILL NOT ALLOW ADULTS/CHILDREN TO BE DROPPED OFF.**
- If you need to arrive early to decorate the float or allow all participants to board your float you will need to find an area to have everyone meet other than Cocke County High School.
- 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 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 to Cocke County High School.
- Reckless behavior will not be tolerated. (Burnouts/squealing tires etc.) **SAFETY IS OUR TOP PRIORITY**. Failure to abide by these rules may result in removal from the parade and exclusion from future programs. Anyone not following the guidelines, using profanity, being unsafe, etc. **will be removed** from the parade at any time BY STAFF, VOLUNTEERS, OR LAW ENFORCEMENT.
- For Safety – During the parade keep up with the entry in front of you. If you have a walker(s) make sure they can keep up or can get in the vehicle or pull a float if needed. **DO NOT** create gaps between yourself and the entry in front of you.
- All drivers **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 the parade procession back to Cocke County High School.

Parade Guidelines will be strictly enforced.
DEADLINE: November 24th, 2026 @ 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

- **Due to safety reasons NO performances will be allowed during the parade, NO EXCEPTIONS.**

Float Requirements

- All floats are encouraged to incorporate the Parade theme – "Red, White, and Bright" An American Christmas, Celebrating 250 years.
- All entries must be decorated with lighting for safety purposes. Ex: string lights, pre-lit wreaths, light up garland etc. (Including automobiles pulling 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 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.**
- 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.
- Participants riding inside of a vehicle must always remain inside of the vehicle. No one is to be on top of a vehicle or hanging out of a vehicle, no exceptions. This can result in the disqualification of your group for future events.
- **There will be no premature exiting of the Parade route.**

All Groups larger than 20 – 4 Wheelers, Side by Sides, Jeeps, Etc.

- For groups with 20 or fewer vehicles, please line up two vehicles side by side during the parade. If your group has more than 20 vehicles, you'll need to divide into additional groups and be placed throughout the lineup of the parade. Each group will still ride two vehicles side by side during the parade.
- If you have a group with more than 20 horses, you will need to be in a double line.

Judging Requirements

The judging will take place at the Parade starting location (Cocke County High School Parking lot). Entries will be judged according to the criteria below. Judging is based on four categories. Each category will be rated on a scale of 1 to 10 for an overall score of 40. Judging will begin promptly at 6:00pm and will continue until the last group has staged. Everyone should 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.