



**IT'S TIME TO PLAN FOR THE 37th ANNUAL PRESCOTT CHAMBER
OF COMMERCE CHRISTMAS PARADE - SATURDAY, DECEMBER 7, 2019
"AN UGLY SWEATER CHRISTMAS"**

September, 2019

This is your invitation to participate in the 2019 Prescott Chamber of Commerce Christmas Parade which will be held on Saturday, December 7, 2019 at 1:00 p.m. An Application is enclosed, along with the updated Rules and Regulations. ***Please read the Rules and Regulations BEFORE submitting your application.***

Entries are expected to express this year's theme and will be judged accordingly. Trophies will be awarded for first, second and third place. As in the past, bands will be judged separately from the rest of the parade.

Entry Fee: \$30.00 - Late Entry Fee: \$50.00 (after November 6, 2019)

The deadline for entries is **Wednesday, November 6, 2019**. Please return your entry as soon as possible. The **date** we receive your entry helps the Committee to decide your position in the parade line-up. To be considered, each application **MUST** include:

1. A completed Parade Application (including signed Liability Release)
2. A description of your entry for line-up purposes, **including** a sketch
3. A *script* about your entry for announcers
4. \$30 entry fee (\$50 entry fee **AFTER** November 6, 2019)

Submit to: **PRESCOTT CHAMBER OF COMMERCE
CHRISTMAS PARADE
P O BOX 1147
PRESCOTT AZ 86302-1147**

Call Laura Warne (928) 445-2000 Ext 114 or Jill Currey Ext 112 if you have any questions.

We hope you will join us in making this a truly memorable and joyful holiday season in Prescott.

Parade Coordinator



YOUR PARADE APPLICATION PACKET CHECKLIST

- Complete and signed application
- Announcer script
- Entry sketch or photo
- Payment

Only completed packets will be accepted. Thank you!

Please return the enclosed application packet no later than November 6, 2019:

Mail:
CHRISTMAS PARADE
PRESCOTT CHAMBER OF COMMERCE
P O BOX 1147
PRESCOTT AZ 86302-1147

Email:
LAURA@PRESCOTT.ORG

We are looking forward to your participation!
Please call 928-445-2000 with any questions.



THE 37TH ANNUAL PRESCOTT CHAMBER CHRISTMAS PARADE

OFFICIAL 2019 PARADE APPLICATION

Office Use Only
Entry Number

Parade Theme: "An Ugly Sweater Christmas"
Celebrating Arizona's Christmas City

Date: Saturday, December 7, 2019 – 1:00 p.m.

Presenting Sponsor: Findlay Auto Group

Applications Due: Wednesday, November 6, 2019 along with \$30.00 application fee payable to the Prescott Chamber of Commerce. **Late Entry Fee is \$50.00.**

ALL INFORMATION IS REQUIRED

COMPANY/ORGANIZATION NAME _____

COMPANY/ORGANIZATION ADDRESS _____

CITY _____ STATE _____ ZIP _____

EMAIL _____

GROUP REPRESENTATIVE NAME _____

REPRESENTATIVE PHONE _____ CELL _____

INITIAL: _____ I HAVE READ AND UNDERSTAND THE RULES AND WILL SHARE THAT INFORMATION WITH THE PARTICIPANTS FROM THIS ORGANIZATION.

PAYMENT METHOD

Non-refundable Application Fee of \$30 (\$50 if received after 11/6/19)

CHECK# _____ VISA MASTERCARD DISCOVER AMERICAN EXPRESS

CARD # _____ EXP. _____ SECURITY CODE _____

NAME ON CARD _____

SIGNATURE _____

BILLING STREET ADDRESS _____ ZIP CODE _____

Applications must be returned to:
Prescott Chamber of Commerce
117 W. Goodwin St.
Prescott, AZ 86303
P: 928-445-2000
F: 928-445-0068
E: chamber@prescott.org

Website: www.Prescott.org

SELECT TYPE(S) OF ENTRY

All Entries Must Follow "An Ugly Sweater Christmas" Theme

- HONOR GUARD** (Exempt from theme requirement.)
- DRILL TEAM / DANCE TROUPE** (Includes cheer)
Number of Performers _____
Vehicle with entry Yes No
- CAR CLUBS** Maximum of 10 vehicles per entry. Number of Vehicles _____
- FLOAT** (An elaborate display mounted on a platform pulled by a vehicle)
Music with Float Yes No
Walkers with Float Yes No
(Maximum of 25 walkers per float)

- HORSES/ANIMALS** maximum of 15 animals per entry. (No Animal Entries Accepted after November 6, 2019)
Number of Animals _____ Type _____
- MARCHERS / WALKERS**
Number of marchers _____
(Marcher costumes must follow Parade theme.)
- NOVELTY** (Please attach detailed description and photo or sketch of your entry.)

ATTACH DESCRIPTION AND SKETCH OR PHOTO OF YOUR ENTRY TO THIS APPLICATION.

NO ANIMAL ENTRIES WILL BE ACCEPTED AFTER 11/6/19.

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THE 37TH ANNUAL PRESCOTT CHAMBER CHRISTMAS PARADE

OFFICIAL 2019 PARADE APPLICATION

(Office Use Only)

Line Up #

ENTRY DESCRIPTION

****This description is provided to our announcers and read to describe your entry in the parade.**

Descriptions are read according to parade flow and may be adjusted according to rate of progress.**

COMPANY/ORGANIZATION NAME

TYPE OF ENTRY

REQUIRED Announcer's Script: In 7 lines or less, please write a short entry description below or attach on a separate sheet:

COMPANY/GROUP/ORGANIZATION'S MISSION

THE 37TH ANNUAL PRESCOTT CHAMBER CHRISTMAS PARADE

Prescott Chamber of Commerce
P:928-445-2000 F:928-445-0068 E:chamber@prescott.org

Company/Organization Name _____

LIABILITY RELEASE:

The undersigned, in consideration of being permitted to participate in the Christmas Parade Saturday, December 7, 2019, do for myself, executors, administrators and assigns, hereby release and forever discharge the Prescott Chamber of Commerce from any and every claim, demand action or rights of actions, of whatever kind of nature, either in law or in equity arising from or by reason of bodily injury or personal injuries, known or unknown, death or property damage, resulting or to result from any accident which may occur as a result of participation or any activities in connection therewith, whether by negligence or not. My signature covers all participating parties with this entry. As the Entry Representative, I hereby agree to abide by all Parade Rules and Regulations.

Entry Representative Signature _____ Date: _____

Use Space below to sketch your for line-up purposes, or attach on a separate sheet.

PRESCOTT CHAMBER OF COMMERCE CHRISTMAS PARADE

"An Ugly Sweater Christmas"

RULES & REGULATIONS 2019

Theme: The theme of the 2019 Prescott Christmas Parade is "An Ugly Sweater Christmas"

Parade:

1. The parade will begin on Saturday, December 7, 2019 promptly at 1:00 PM.
2. Each entry will maintain a space of no more than 25 ft. behind the entry in front of them at all times during the parade. Parade Officials will walk with their staging areas along the parade route to provide assistance and to maintain control.
3. No entry is to stop any time during the parade, including in front of the Judges' booth.
4. Musical groups are encouraged to provide music for the entire length of the parade route for the enjoyment of the spectators.
5. **For safety reasons, NOTHING is allowed as a handout to spectators by any parade participant, at any time during the parade. NO DONATIONS may be accepted along the Parade Route. Violation of this rule will result in immediate removal from the parade.**
6. No more than 15 animals per entry. Entries with animals are responsible to **clean up their staging areas (before, during & after parade) AND have "pooper scoopers" following along the parade route.**
7. *Please note, there is a \$30 application fee to cover parade expenses – see application for details and late fee.*
8. *No alcoholic beverages are allowed in the staging areas or on the parade route. Violation will result in removal from parade and disqualification from judging contest.*
9. Each entry must display their entry number on the front and both sides where they can easily be seen by judges and announcers.
10. All participants are encouraged to be dressed according to the parade theme.

Entries:

A. Floats:

1. Each entry is required to conform to the theme of the parade.
2. **No entries will be allowed in the parade with a Santa Claus and Mrs. Claus.**
3. Inclement weather may delay start time. In case of bad weather (snow storm) a final decision on holding the parade will be made by 10:00 AM the morning of the parade and the contact person for each entry will be notified if there is a cancellation.
4. No entries will be allowed which present a controversial message. The Parade Committee reserves the final decision on the determination of "controversial"; the Parade Committee's decisions are final.
5. No "Politically" themed floats carrying a political message. Only elected officials who are invited by the Parade Committee will be allowed to participate in the parade.
6. Entries must be crowd-pleasing.
7. Limit of 25 marchers per float.
8. Questions regarding floats should be directed to the Chamber office: at 928-445-2000.
9. All floats must have fire extinguishers. Each entry is responsible for its own equipment.
10. Participants "standing" on a float/vehicle must have something stable to hold on to for balance. ALL children under the age of 12 must be accompanied by an adult and be "seated" on any/all types of vehicles.

B. Bands & Drill Teams:

1. Bands and drill teams are to report to the parade staging area by 12 noon.
2. Questions regarding bands should be directed to the Chamber office at 928-445-2000.

C. Other

1. No dignitaries, except the Grand Marshal(s) are allowed in the parade without permission from the Parade Committee.
2. Car clubs and other similar entries are limited to no more than ten (10) vehicles. **ALL vehicles must be decorated. No sirens or horns may be sounded by parade vehicles.**
3. Commercial vehicles must be decorated on ALL sides.

Staging Area:

The staging areas are per map.

1. All entries must be in their positions in the staging area by 12 noon on parade day.
2. Please enter your staging area from either Gurley Street or Sheldon St. – depending whether you are NORTH or SOUTH of Willis.
3. The Block Captain will provide the entry numbers to be displayed during the parade. Once you have arrived at the staging area **DO NOT leave your entry (vehicle) unattended.**
4. Horses and other large animals will be staged in a separate area.

Other:

1. Each entry will be advised after **Wednesday, November 6, 2019** of their position in the parade along with a map describing their location in the staging area. Staging positions are subject to change at any time, notification of change will be communicated through the Parade Committee.
2. The Parade Committee reserves the right to refuse entry of any applicant at any time. A written explanation will be provided upon request.
3. Each entry is required to submit a **descriptive paragraph (7 lines or less)** to be read by the parade commentators. **This paragraph MUST accompany the application, along with a photo or sketch of you entry.**