

ANNUAL Denton Holiday Parade



Enclosed in This Information Packet:

- * *Parade Guidelines*
- * *Parade Registration*

- * *Waiver & Release Form*
- * *Entry Description Sheet*

ALL FORMS DUE NO LATER THAN NOVEMBER 1, 2016

The Denton Holiday Parade Committee is looking forward to receiving your registration and working with you this year as we present our annual Parade. This year's event is scheduled for **Thursday, December 1, 2016** an inclement weather date is scheduled for Friday December 2. The Holiday Parade will be followed by The Lighting of the Green at the Caroline County Courthouse.

Please take a few minutes to look through your packet of information. The following information will explain how to participate in the parade, what the acceptable standards for the parade are and when registration forms must be received in order to participate. **Please share all parade rules and regulations with everyone involved with your entry.**

Both the *Parade Registration Form* and the *Waiver & Release Form* must be filled out, signed and received by the registration deadline. If the Waiver & Release form is not completed your registration form will be returned. We have also enclosed a *Description Sheet* to describe your entry, organization and other special features of your entry which you would like to have presented by the announcer. Please keep the description as brief as possible.

Specific information regarding the parade will be sent to you and/or your organization the end of November following the registration deadline for the parade. It is important that you meet the registration deadlines for the Denton Holiday Parade and Lighting of the Green.

On behalf of the Town of Denton & Caroline Co. Recreation and Parks, we look forward to another wonderful Parade and Lighting of the Green.

For more information and questions about the parade, contact Lisa at the Denton Town Office at 410-479-2050 or visit the town website at www.dentonmaryland.com and click on EVENTS.

"Like" us on Facebook: www.facebook.com/TownofDenton.

GUIDELINES FOR ALL PARTICIPANTS

(Please share this and all parade rules with everyone involved with your float or unit. Thank you.)

Signage

A sign stating the name of your business/organization must be included in the design of your entry.

Sound System

If you will be using a sound system, please fill out the appropriate spot on the registration form. **MUSIC MUST BE CONSISTENT WITH THE HOLIDAY THEME.**

No “Santa Claus” Entries

DO NOT use either a live Santa or Mrs. Claus or a representation of either character. The use of elves or other holiday characters is acceptable. This is because the final float in the parade is designated for Santa Claus. This will avoid duplication of characters and confusion for young spectators.

Goodies / Giveaway’s / Handouts

Participants may “**hand out**” candy but are not permitted to “**throw**” candy, literature, or any other items or “goodies” from a parade unit or from participants on a unit. With the parade at night and the street in virtual darkness, this type of activity is hazardous to spectators and participants.

No Hot Roding, hole shots or wheelies will be allowed during the parade. This rule is in place to protect the spectators. If you are caught violating this rule, you will be disqualified from judging and will be removed from the parade.

Lineup

Parade Confirmation Packets will contain information specific to parade day lineup. It is important to complete your Parade Registration to include a description of and length of your complete entry (including the length of the towing vehicle where applicable); if this information changes in any way, contact us immediately so enough space is allocated to your unit at lineup. * *Please Note: Line up order and entry points are subject to change without notice.*

Judging

Please have your unit briefly stop in front of the judging stand at Market and 2nd Street ONLY (NOT ALONG THE PARADE ROUTE) to perform for the judges. Recognition will be awarded for the top 2 in each category. A complete list of categories will be provided in the final confirmation packet.

Parking

Parking for the parade participants is limited. **Please try to carpool with others in your group.** If you are dropping off participants, please try to carpool as well, this will help eliminate traffic in the set up area. The parade loops back around to the HAPS building where the parade begins. *Thank you for your consideration.*

Parade Route

A map of the parade route will be sent with your parade packet information in November. Check the Town website (www.dentonmaryland.com/events) or Facebook page (www.facebook.com/TownofDenton) for the latest information.

Insurance

We encourage units participating in the parade to check into insurance implications related to your entry’s participation. **THE TOWN OF DENTON DOES NOT PROVIDE INSURANCE COVERAGE FOR PARTICIPANTS.**

Guidelines for PEDESTRIAN UNITS Youth organizations are encouraged to participate. However, due to the length of the parade route, we suggest that entries with young children use a float to carry those children. **Please try to carpool with others in your group when dropping off at line-up location.**

Guidelines for ANIMAL UNITS Animals should be “parade-ready,” including being accustomed to noise. Each **Animal unit must have someone behind their entry cleaning up “dropping” off the streets** to prevent pedestrians in following units from slipping/falling during the parade. **This includes the parade line up area as well as on the parade route.**

Parade Registration Form

Registration Deadline: November 1, 2016

Parade Date: Thursday December 1, 2016

Inclement Weather Date: December 2, 2016

Lineup: 4:30pm

Parade Starts: 6pm

CONTACT PERSON _____ (Please Print or Type Form)

Name of Organization: _____

Mailing Address: _____

Telephone: DAY _____ EVENING/CELL _____

E-MAIL Address: _____ FAX: _____

Trophy Category Entering

(Please check one)

Do you want to be included in the trophy judging?

Yes No

(Please check one)

____ Float
____ Equestrian Unit _____ # of participants
____ Vehicle. Vehicle year _____ Color _____

Fire Equipment (list units) # _____ units
_____ - Fire Royalty _____ <i>Name/Title (one name per form)</i>
Marching Unit
_____-Band
_____-Dance Troop
_____-Other _____
Other _____

INFORMATION ABOUT YOUR PARADE ENTRY

(Attached is a Description Sheet to be used to fully describe your entry in detail. This is essential for planning advance publicity and public address announcing. Be complete, please.)

Entry Title: _____

Height: _____ feet.
(must not exceed 13'6" from ground level)

Length: _____ feet.
(include towing vehicle, if any)

Will you use a sound system? Yes___ NO___

The ATTACHED WAIVER & RELEASE FORM (see reverse side) must be completed, signed and dated, or the registration form will be denied and returned to contact person.

Mail or Fax Completed forms to: Denton Holiday Parade 4 N. 2 nd Street. Denton, MD 21629 Fax. 410-479-3534

WAIVER AND RELEASE OF ALL CLAIMS

As a participant in the **Denton Holiday Parade**, the undersigned recognizes and acknowledges that there are certain risks of personal injury, and the undersigned, individually and as agent for all who are involved with this particular entry, agrees to assume the full risk of any injuries, including death, damages or loss which may be sustained as a result of participation in the Denton Holiday Parade.

The undersigned, individually and as agent for all who are involved with this particular entry, agrees to waive and relinquish all claims the undersigned may have as a result of participating in the Denton Holiday Parade against the Town of Denton, The Caroline County Commissioners, the Denton Holiday Parade Committee, the Town of Denton and their respective officers, agents, servants and employees; and does hereby fully release and discharge the above from any and all claims from injuries, including death, damages or loss which the undersigned may have or which may accrue to the undersigned on account of participating in the Denton Holiday Parade.

The undersigned, individually and as agent for all who are involved with this particular entry further agree to indefinitely and hold harmless and defend the Denton Holiday Parade Committee, the Town of Denton and their respective officers, agents, servants and employees from any and all damages and losses sustained by the undersigned or anyone involved with this particular entry and arising out of, connected with, or in any way associated with participating in the Denton Holiday Parade.

The undersigned will share all rules and regulations with everyone involved in the participation of the parade before the parade date.

This Waiver and Release has been thoroughly read and understood and is given in consideration of the privilege to participate in the Denton Holiday Parade. This Waiver and release has been executed by the undersigned, who has that authority to represent

Dated this _____ day of _____ 2016

(Name of Organization)

(Print Name of Applicant)

(Signature of Applicant)

<p>Mail or Fax Completed forms to: Denton Holiday Parade 4 N. 2nd Street Denton, MD 21629 Fax. 410-479-3534</p>
