



2019  
HOPE MILLS  
**CHRISTMAS  
PARADE  
APPLICATION**

ACCEPTING PARADE APPLICATIONS: **OCTOBER 7, 2019**

PARADE APPLICATION DEADLINE: **NOVEMBER 22, 2019**

**PARADE APPLICATIONS WILL NOT BE ACCEPTED AFTER PARADE APPLICATION DEADLINE HAS PASSED.**

PARADE ENTRIES WILL NOT BE ADDED TO PARADE LINE-UP OR PARADE AFTER NOVEMBER 22.

**\*\*NO EXCEPTIONS\*\***



*Hope Mills Parks and Recreation  
5766 Rockfish Road  
Hope Mills, NC 28348  
Phone: 910.426.4109*



# 2019 HOPE MILLS CHRISTMAS PARADE APPLICATION

## Mail-In Entries

Hope Mill Parks & Recreation  
5770 Rockfish Road  
Hope Mills, NC 28348

## In-Person Entries

Hope Mills Parks & Recreation  
5766 Rockfish Road  
Hope Mills, NC 28348

## TOWN OF HOPE MILLS Application for Parade Entries

**\*\*APPLICATION DEADLINE: FRIDAY, NOV. 22 AT 5PM\*\***

Group/Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### Type of Group: *Check One Only*

- |  |  |                                       |   |
|--|--|---------------------------------------|---|
| <input type="checkbox"/> Independent     | <input type="checkbox"/> Business      | <input type="checkbox"/> Religious    | <input type="checkbox"/> Political/Advocacy |
| <input type="checkbox"/> Professional    | <input type="checkbox"/> Sports        | <input type="checkbox"/> Kings/Queens | <input type="checkbox"/> Car Club           |
| <input type="checkbox"/> Motorcycle Club | <input type="checkbox"/> Marching Band | <input type="checkbox"/> Other: _____ |   |

### Type of Entry: *Check One Only*

- |                                       |  |  |
|---------------------------------------|--|--|
| <input type="checkbox"/> Individual   | <input type="checkbox"/> Walking Group           | <input type="checkbox"/> Walking Group w/Vehicle |
| <input type="checkbox"/> Vehicle Only | <input type="checkbox"/> Truck & Trailer (Float) |  |

Approximate Number of participants with your entry: \_\_\_\_\_

Will you have music on your float? Check One Yes \_\_\_ No \_\_\_

*If yes, it must be with the "Theme" of the Parade.*

Approximate Size (length x width) of your float (ex. Truck & Trailer 36' long by 6' wide)

*We will not provide additional space for your entry if changed on day of parade.*

We will be driving \_\_\_\_\_ in the parade.

Complete description of your entry, including decorations, all signage, banners, and flags

**Float Judging:** Those participating in the parade are welcome to have their float entered into a friendly competition of creativity. All organizations must enroll in the competition on this form by marking the box below. Two (2) homemade floats and two (2) business floats will be awarded a trophy for their category. Judging is complete prior to the parade during lineup. Participating floats must be ready by 2:30 p.m.

Participating in judging \_\_\_ Yes \_\_\_ No

### **PLEASE CHECK CATEGORY FOR PARADE ENTRY:**

- |   |   |
|---|---|
| <input type="checkbox"/> \$20 per vehicle - King/Queens     | <input type="checkbox"/> \$25 per vehicle - Commercial/Business Car or Truck  |
| <input type="checkbox"/> \$10 per rider - Royalty Float     | <input type="checkbox"/> \$50 per float - Commercial/Business Float           |
| <input type="checkbox"/> No Charge - Walking Groups         | <input type="checkbox"/> \$30 per float - Floats Homemade/Rented              |
| <input type="checkbox"/> \$10 per vehicle - Car Club        | <input type="checkbox"/> \$10 per vehicle - Non - Profit Vehicle              |
| <input type="checkbox"/> \$10 per vehicle - Motorcycle Club | <input type="checkbox"/> \$5 per horse - Horse- Individual (5 horses maximum) |
| <input type="checkbox"/> \$10 per tractor - Tractor Group   | <input type="checkbox"/> \$50 per club - Horse Club (more than 5/limit 20)    |

# TOWN OF HOPE MILLS

## HOLD HARMLESS AGREEMENT

All participants in your parade entry must sign this form, except those under 18 (**SEE NEXT PAGE**). Please reproduce this form, if extra copies are needed. All signed Hold Harmless Agreement forms must be turned in with your parade entry form and fee. On the day of the parade, those who do not have a signed Hold Harmless Agreement on file will not be allowed to participate in the parade.

I/We hereby agree to hold harmless, waive, release, absolve, indemnify, and defend the Town of Hope Mills, the Hope Mills Parks and Recreation Department, their employees, agents, sponsors, and volunteers against any suits or claims resulting from property damage, vehicle malfunction, bodily injury, or death that may result from my/our participation in the Hope Mills Christmas Parade on **Saturday, December 7<sup>th</sup> at 3pm.** I/We agree to abide by all Hope Mills Town ordinances that pertain to this event. I/We have read, understood, and agree to the rules, regulations, and policies specific to this event as established by the Hope Mills Parks and Recreation Department. If applicable, I/we understand that I/we am/are responsible for the safe operation of my/our vehicle and/or any float or trailer pulled by my/our vehicle. I/We recognize that I/we are responsible for the safety of all parties in my/our parade unit that are either walking, riding in a vehicle, riding on a float, or on a horse. If applicable, I/we understand that I/we will exercise complete control of any horse or other animal in my/our parade unit and are responsible for any damages, injury, or death caused by said animal. I/We understand that parade entry fees are non-refundable and hereby waive my/our rights to the redemption of said fees. I/We understand that the information I/we have supplied on this parade entry form is correct, and I/We understand that the Hope Mills Parks and Recreation Department retains the right to turn down any inappropriate, misleading, or false parade entries.

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49. \_\_\_\_\_
50. \_\_\_\_\_

## Hold Harmless Group Participant Signatures

**(CHILDREN UNDER AGE 18)**

Adult Name (PRINT)	Child's Name (PRINT)	Adult Signature
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**NOTE:** Please reproduce this form, if extra copies are needed

# PARADE RULES

1. No alcoholic beverages of any kind are permitted on or around any parade unit.
2. The Director reserves the right to reject any parade entry application.
3. The parade is scheduled for **Saturday, December 7<sup>th</sup> at 3:00 pm.** In case of inclement weather, please call the Town of Hope Mill Weather Line (910-424-4500) for any updates. Our Facebook Page (Hope Mills Parks & Recreation) will be updated to reflect any cancellations as well.  
*\*\*This is a rain or shine event. The Christmas Parade and/or Festival of Lights will not be rescheduled if canceled.*
4. **No candy or materials may be thrown by parade participants from any moving vehicles or floats. Please feel free to walk beside your float and hand out candy or materials to spectators.**
5. Parade speed is a maximum of 5 mph. Do not stop, keep it going to avoid gaps.
6. All motorcyclists must wear helmets – Do not risk injuries or fines.
7. Animal entries (horses, etc.) – Please clean up after your own animals.
8. Parade entries and groups are encouraged to be creative with decorations and costumes. Entries should reflect the theme of the holiday reserved. Please remember this is a family friendly event.
9. **Application fees are non-refundable.**
10. Parade entries may have entertainment value with sound amplification for music purposes. Music is prohibited for addressing the audience – no speeches or campaigning. Political campaigning is not permitted.
11. **FLOATS:** Must have some form of safety hold or side railings. Each float entry must have sufficient spotters. Spotters should be able to communicate with the driver at all times. For the safety of the unit, a space of 25-feet between each unit will be enforced. All drivers must be 18 years of age, possess a valid driver's license and liability vehicle insurance.
12. **HOLD HARMLESS AGREEMENT:** All persons driving, walking, and riding must read and sign the Hold Harmless Agreement. Ages 17 and younger must have a parent or guardian signature. If we do not have a Hold Harmless Agreement, participation will not be allowed.
13. A reminder letter and parade line-up number and line-up time will be sent to the contact person listed on the entry form one-week prior to the parade. If there are questions, please contact Meghan Hawkins Freeman @ 910.426.4109 or [mhawkins@townofhopemills.com](mailto:mhawkins@townofhopemills.com)

# IMPORTANT INFORMATION

*Entrants must observe all applicable rules and regulations and follow instructions from parade officials and police. The Town of Hope Mills reserves the right to remove any entrants from the parade either prior to assembly, or anytime during the parade. Failure to adhere to the parade rules may result in a one-year suspension.*

## **ROUTE OF PARADE:**

Exit Hope Mills Municipal Park (5766 Rockfish Road, Hope Mills, NC 28348)/Rockfish Elementary on Rockfish Road – Head east to the intersection of Rockfish Rd. and N. Main St. – Turn right on N. Main St. – Continue down N. Main St. to intersection of N. Main St. and Cameron Rd. – Turn left on Cameron Rd. – Turn right into Hope Mills Middle School (4975 Cameron Road, Hope Mills, NC 28348).

## **BEFORE THE PARADE**

- Each entry will be assigned a number and line-up time for the parade. **The number should be placed on your rear-view mirror.** Please make sure it is visible. (You will receive this number and line-up time by mail no later than one week before parade).
- Parade cars and floats will line up beginning at 12:30 p.m. (depending on your assigned line-up number and line-up time) at **ROCKFISH ELEMENTARY SCHOOL (TEACHERS PARKING LOT)**
- The point of contact for your entry is responsible for all direct communication, (directions, line-ups, etc.). This is to avoid any confusion.
- **Roll call** for all units will begin at **2:30 p.m.** You will not be allowed to participate if you are not on time. The parade will start promptly at **3:00 p.m.**
- Parade participants riding on floats and/or parade vehicles should be dropped off at **Rockfish Elementary School and participants walked to their float or parade vehicle.**
- Any group(s) attempting to enter side streets/entrances will be blocked.
- Street Blockage will start at approximately 2:30 p.m.

## **DURING THE PARADE:**

- DO NOT THROW CANDY.
- Parade speed is a maximum of 5 mph.
- Do not stop during the parade unless there is a safety reason for stopping. Please keep the parade moving, to avoid gaps.
- All motorcyclists **MUST** wear helmets – **DO NOT RISK INJURY OR FINES!**
- Be prepared for any kind of weather, this event is rain or shine!
- Animal entries (Horses, etc.) – Be prepared to clean up after your own animals.

## **END OF PARADE (WALKERS AND CARS):**

- **Walkers** or any **other parade participants** that are dropped off at **Rockfish Elementary School**, they can be picked up at **Hope Mills Middle School (4975 Cameron Road, Hope Mills, NC 28348)**. You may enter the parking lot at the entrance by the school's sign. **Everyone must wait until the end of the parade to exit.**
- **Floats** may unload and participants may also be picked up at **Hope Mills Middle School**. You may enter the parking lot at the entrance by the school's sign. Please unload in the Teacher's Parking Lot to the right of and behind the school.

**FLOATS:**

- All floats must have some form of safety hold or side railings for riders on the float. Each float entry must have sufficient spotters so that all sides of the vehicle can be observed. Spotters should be able to communicate with the driver at all times.
- A space of 25 feet between each unit will be enforced. This is for the safety of the unit in front of you.
- All drivers must be 18 years of age, possess a valid driver's license, and possess all liability vehicle insurance.
- All city, county and NC State statutes concerning the consumption of alcoholic beverages will be strictly enforced by police before, during and after the parade.
- The consumption of alcohol by parade participants during the parade is strictly prohibited.

**RELEASE (HOLD HARMLESS AGREEMENT):**

All persons driving, walking or riding must read and sign the Hold Harmless Agreement that is attached to the application. If they are under the age of 18 years of age, then their parent or guardian must sign for that individual. **If we do not have a Hold Harmless Agreement, then they will not be allowed to participate. There is a blank copy of hold harmless agreement in this mailing.**

A reminder letter and parade line-up number and line-up time will be sent to the contact person listed on the entry form one-week prior to the parade. If there are questions, please contact Meghan Hawkins Freeman 910.426.4109 or [mhawkins@townofhopemills.com](mailto:mhawkins@townofhopemills.com)

Thank you,

A handwritten signature in cursive script that reads "Meghan Hawkins Freeman". The signature is written in black ink and is positioned above the printed name and contact information.

Meghan Hawkins Freeman

Assistant Director

[mhawkins@townofhopemills.com](mailto:mhawkins@townofhopemills.com)