

## BE A PART OF THE 2021 LOUISBURG CHRISTMAS PARADE

### IN DOWNTOWN LOUISBURG

Hosted by THE TOWN OF LOUISBURG

**SUNDAY, DECEMBER 5, 2021 AT 3:00 p.m.**

#### INFORMATION FOR PARTICIPANTS:

Applications to participate in the 2021 Louisburg Christmas Parade are now being accepted. Interested participants should submit their application by mail or drop off to The Town of Louisburg at 110 West Nash Street, Louisburg, NC 27549.

Entries postmarked by November 19, 2021 will be considered for inclusion based on the number of entries needed for each category. Accepted entrants will be notified prior to the parade. Payment for entry must be submitted with application to secure a position in the parade.

The Louisburg Christmas Parade is a fun-filled event for thousands of participants and spectators. Parade instructions and rules are designed to remind participants that sometimes even the most innocent actions can provoke significant problems in a crowded area. The rules are in place to ensure that we have an orderly, safe and joyful parade. **Please communicate these rules to ALL members of your parade entry.**

**APPLICATIONS DEADLINE IS FRIDAY, NOVEMBER 19, 2021.**

#### INSTRUCTIONS FOR PARTICIPANTS:

**WHEN:** **Registration & Line-Up** begins at 1:00 p.m. Entries and participants must be at their assigned space no later than 2:30 p.m. **All entries will be provided a line-up number along with a pass for each vehicle to present upon arrival by Dec 1<sup>st</sup>.**

**WHERE:** Entry for parade participants will be at the intersection of North Main Street and Smoketree Way. You will proceed to Wilder Lane, then Allen Lane (in front of Louisburg High School) where your assigned number will be marked.

**WHO:** One representative from your group **MUST SIGN IN** with a parade official. All participants in the parade must remain with their vehicles at all times. Entries that have not checked in with a parade official will not be permitted past the checkpoint. Each group's line-up position is determined by parade officials. Due to the overwhelming number of entries, individual requests for line-up positions cannot be accommodated.

#### PARADE ROUTE

1. Parade entries, participates, float riders, walking groups etc., all should be dropped off at the Louisburg High School Parking Lot by coming in at Smoketree Way. Exit staging area for non-participants is Allen Lane and Edgewood Drive.
2. Parade entry begins at the intersection of North Main Street and Smoketree Way. Lineup for all entries will be on Allen Lane (in front of Louisburg High School).
3. The parade will move south on Main Street continue past Louisburg College and turn right/left onto Wade Avenue or Johnson Street.
4. They will disband on Wade Avenue & Johnson Street.

## PARADE RULES

- All children must be supervised and accompanied by adults, whether walking, marching, or riding, at all times before, during and after the parade. All hands and feet must be kept inside vehicles and floats at all times and everyone must remain seated. Be conscious of participant vehicles while in the parade line-up. Parade volunteers coordinate this event and are not responsible for children.
- Loud noises such as motorcycle/vehicle revving will absolutely not be tolerated since these can frighten children. Vulgarity whether by participants or music will not be permitted, this will be cause for expulsion from the parade. **CHRISTMAS THEMED MUSIC WILL BE THE ONLY MUSIC ALLOWED WHILE IN STAGING AND DURING THE PARADE.**
- **PET WASTE BAGS ARE REQUIRED FOR ALL ANIMAL ENTRIES, YOU MUST CLEAN AFTER YOUR ANIMAL.** Be aware upon entry at North Main, all horse entries will be checked for waste containment bags or an individual to clean up behind the horse or horse will be ejected from the parade.
- Please choreograph your units so they will maintain a steady speed throughout the parade. Parade officials will be located throughout the route. *An area will be designated whereby entries may perform before judges.*
- **IF YOU PLAN TO PASS OUT CANDY, ENTRIES WILL BE ALLOWED TO HAND OUT CANDY TO THE PUBLIC, BUT NOT THROW FROM YOUR ENTRY.** Such action can harm those watching the parade and provides an unnecessary danger to children who can be run over by parade vehicles while trying to collect candy. Candy may be handed out to the crowd by representatives walking alongside of entries.
- We request that all teams, troops and tribes please wear their uniforms or matching attire and carry a sign or banner that identifies the group.
- **FESTIVAL ATTIRE IS REQUIRED** for all parade participants including parents and chaperones. **ALL VEHICLES MUST BE CHRISTMAS THEMED DECORATED, WITH AUTHORIZED PASS.** If your vehicle is not decorated in Christmas theme and do not display authorized pass you will **not** be allowed to Line up.
- The maximum number of riders on any float is **20** (total number of adults and children). Floats must come to a complete stop before participants disembark. *Absolutely no one may jump from a float while it is in motion.*
- There is only one **Santa** allowed in the parade, provided by the Town of Louisburg.

THANK YOU FOR YOUR HELP IN MAKING THIS A GREAT COMMUNITY EVENT

**WARNING:** The Town of Louisburg Christmas Parade Committee, the Town of Louisburg Police Department and/or the Town of Louisburg Officials reserve the right to deny any registration or remove any entry or participant from the parade if the rules are not being followed or if a safety issue is at hand. Please communicate these rules to everyone in your group. Failure to comply with these rules and/or instructions from parade officials could result in removal from the parade line-up this year and future years. Thank you for your understanding and compliance.

**ENTRY FEE**

***Free Entry Fee for Student Organizations***  
***\$10 Entry Fee for Classic & Antique Cars, Farm Equipment***  
***\$25 Per Entry Fee for Churches, Civic groups, Community & Government Organizations, Animals including Horses***  
***\$50 Entry Fee for Business Entries, Cars, Trucks, Motorcycles***  
***\$50 Entry Fee for Car/Bike Clubs (5 Cars/Bikes) - Each additional (Cars/Bikes) \$10***

**COMMERCIAL FLOATS**

**Float rentals are as follows:**      **Full- Float \$450**      **Half Float \$250**      **Quarter Float \$200**

**Float rentals** allows renter to have name displayed on side of the float and pro-rata share of float riders if desired. (If you will be having riders from your business or organization please inform us of the number of riders.)

Contact Town of Louisburg, Monique Wilkins at [mwilkins@townoflouisburg.org](mailto:mwilkins@townoflouisburg.org) or Colton Young at [cyoung@townoflouisburg.org](mailto:cyoung@townoflouisburg.org) or call us at (919) 496-3406 to rent a float.

All members of the Louisburg Christmas Parade Committee and the Town of Louisburg are released from any liabilities and financial responsibilities for accidents, injuries, etc. that may incur during the involvement of the parade.

We agree to all rules as outlined above and agree to abide by directives given at the time of the line-up and time of the parade. We also agree to hold harmless the Town of Louisburg Christmas Parade Committee and the Town of Louisburg of any liabilities and financial responsibilities for accidents, injuries, losses, etc. that may be incurred during your, or any member or your parties, involvement in the 2021 Christmas Parade.

Signature of Contact Person \_\_\_\_\_

Printed Contact Name \_\_\_\_\_

Date \_\_\_\_\_

Please mail your completed registration to the Town of Louisburg at 110 West Nash Street, Louisburg, NC 27549 or fax to 919-496-6319. **Deadline: November 19, 2021**

**In the event of parade cancellation due to inclement weather, please check the Town of Louisburg website for notification: [www.townoflouisburg.org](http://www.townoflouisburg.org)**

**2021 LOUISBURG CHRISTMAS PARADE**

**REGISTRATION**

Hosted by the Town of Louisburg

**APPLICATIONS DEADLINE IS FRIDAY, NOVEMBER 19, 2021.**

**Contact Information**

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

Address \_\_\_\_\_

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

Day Phone \_\_\_\_\_ Evening/Cell Phone \_\_\_\_\_

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

**Entry Description**

Participant Name \_\_\_\_\_

Participant Type (Example: individual, business, civic or community, government, marching band, brownie troop, etc.) \_\_\_\_\_

*(Please check the appropriate entry)*

\_\_\_\_\_ Float Entry: (Christmas Specific Theme if applicable) \_\_\_\_\_  
\_\_\_\_\_ # Number of Participants riding the float (must provide)

\_\_\_\_\_ Walking (Bands, groups, etc. (Theme if applicable)) \_\_\_\_\_  
\_\_\_\_\_ # Number of Participants walking in your group or organization (must provide)

\_\_\_\_\_ Individual Car/Motorcycle: Model & Year \_\_\_\_\_  
(Theme if applicable) \_\_\_\_\_

\_\_\_\_\_ Car Club (Car Model & Theme if applicable) \_\_\_\_\_  
\_\_\_\_\_ # of Car Club Participants (5 or more participants will pay per vehicle/ motorcycle.)

\_\_\_\_\_ Truck: Type \_\_\_\_\_  
\_\_\_\_\_ Truck pulling a trailer/unit: Total Length \_\_\_\_\_

\_\_\_\_\_ Agriculture (Example: Farm equipment, Animals etc.) Type: \_\_\_\_\_  
(Theme if applicable) \_\_\_\_\_

\_\_\_\_\_ Other: Describe \_\_\_\_\_

Appearance

**\*Please give accurate length of your entry.**

(Example: Length of Truck & Trailer/Float attached or any other attached units.)