

BE A PART OF THE 2022 LOUISBURG CHRISTMAS PARADE

IN DOWNTOWN LOUISBURG

Hosted by THE TOWN OF LOUISBURG

SUNDAY, DECEMBER 4, 2022 AT 3:00 p.m.

INFORMATION FOR PARTICIPANTS:

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 to participate in the 2022 Louisburg Christmas Parade are now being accepted. Interested participants should submit their application online, or drop off to The Town of Louisburg at 110 West Nash Street, Louisburg, NC 27549.

Entries postmarked by November 18, 2022 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.

APPLICATIONS DEADLINE IS FRIDAY, NOVEMBER 18, 2022.

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 1st.

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.

RULES OF THE PARADE

- **All children must be supervised and accompanied by adults at all times before, during, and after the parade, whether they are walking, marching, or riding.** All hands and feet must be kept inside vehicles and floats at all times and everyone must remain seated. Be aware of participant vehicles while you are in the parade lineup. Parade volunteers coordinate this event and are not responsible for children.
- Motorcycle and vehicle revving, as well as any other noise that may be considered loud, will not be tolerated. This is for the safety of the children who may be attending the parade. Any vulgarity, whether by participants or in the music, will not be permitted and will be cause for expulsion from the parade. **CHRISTMAS-THEMED MUSIC WILL BE THE ONLY MUSIC ALLOWED WHILE IN STAGING AND DURING THE PARADE.**
- **All animal entries must be accompanied by pet waste bags,** and you must clean up after your animal. Please be aware that all horse entries will be checked for waste containment bags or an individual to clean up behind the horse upon entry at North Main. Horses without either will be ejected from the parade.
- **Your units must be choreographed to maintain a consistent speed during the parade.** Parade officials will be stationed along the route. There will be an area designated for entries to perform for the judges.
- **If you wish to hand out candy, you may do so to members of the public, but you may not throw it from your entry.** Such behavior can endanger parade-goers and also creates a needless hazard for children who could be run over by parade vehicles while trying to collect candy. Instead, candy may be handed out to members of the crowd by representatives walking alongside entries.
- We ask that all teams, troops and tribes please wear their uniforms or matching attire, and **carry a sign or banner that identifies their group.**
- **All parade participants, including parents and chaperones, must wear formal attire.** All vehicles must be Christmas-themed and decorated and display an authorized pass. If your vehicle is not decorated in a Christmas theme or does not display an authorized pass, you will not be allowed to line up.
- **A maximum of 20 people (adults and children combined) are allowed on any float.** Floats must come to a complete stop before participants disembark. No one may jump from a float while it is in motion.
- *The Town of Louisburg is the only provider of Santa Claus for the parade.*

THANK YOU FOR YOUR ASSISTANCE IN MAKING THIS EVENT A SUCCESS.

WARNING: The Town of Louisburg Christmas Parade Committee, the Town of Louisburg Police Department and/or the Town of Louisburg Officials have the authority to decline any registration or remove any entry or participant from the parade if the rules are not being followed or if a safety hazard is present. Please share these rules with everyone in your group. Not following these rules and/or disregarding instructions from parade officials could lead to being removed from the parade line-up this year and in future years. Thank you for your understanding and compliance.

Parade Entry

No Entry Fee for Student/School Organizations (band, choir, FFA, SGA, etc.).

\$10 Entry Fee for Classic & Antique Cars, Farm Equipment

\$20 Entry Fee for Animals including Horses (5 Animals) - Each additional (Animal) \$10

\$25 Entry Fee for Churches, Civic Groups, Community and Government Organizations, and Non-Profits

\$30 Entry Fee for Individual ATV, Golf Carts, Cars, Trucks and Motorcycles

\$50 Entry Fee for Businesses

\$75 Entry Fee for Car/Bike Clubs (5 Cars/Bikes) - Each additional (Car/Bike) \$20

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

Float rentals give the renter the option to have the name displayed on the side of the float and pro-rata share of float riders if desired. If you will have riders from your business or organization, please inform us of the number of riders.

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

We concur with the rules stated above and pledge to obey directives given during the line-up and parade. We also agree to absolve 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 by you or any member of your party during their involvement in the 2022 Christmas Parade.

All members of the Louisburg Christmas Parade Committee and the Town of Louisburg are exempt from liabilities and financial responsibilities for accidents and injuries that may occur during the 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 18, 2022**

In the event of parade cancellation due to inclement weather, please check the Town of Louisburg website for notification: www.townoflouisburg.org

REGISTRATION
Hosted by the Town of Louisburg
2022 LOUISBURG CHRISTMAS PARADE
APPLICATIONS DEADLINE IS FRIDAY, NOVEMBER 18, 2022.

Contact Information

Contact Person _____

Address _____

City _____ State _____ Zip _____

Day Phone _____ Evening/Cell Phone _____

Email Address: _____

Parade Entry Description

Participant Name _____

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

(Please select the parade entry that best fits your registration by checking the corresponding box.)

_____ **Holiday Themed Float: (Theme):** _____
_____ *# Number of Participants riding the float (must provide)*

_____ **Walking Unit: ((band, group, organization, etc) (Theme):** _____
_____ *# Number of Participants walking in your group or organization (must provide)*

_____ **Individual Car/Motorcycle:**
Make/Model/Color/Driver: _____
(Theme): _____

_____ **Car/Bike Club** (There is a \$20.00 entry fee for each additional car or bike for clubs with more than 5 cars or bikes.)
_____ *# of Car Club Participants (5 or more participants will pay per vehicle/ motorcycle.)*

(Car or Bike/Make/Model/Color/Driver): _____

- 1)
- 2)
- 3)
- 4)
- 5)

_____ **Truck Type:** _____

_____ **Truck pulling a trailer/unit: Total Length** _____

_____ **Agriculture (Example: Farm equipment, Animals etc.)**
Type: _____

(Theme if applicable) _____

_____ **Other: Describe** _____

***Kindly provide an accurate length for your entry.** (Example: Length of Truck & Trailer/Float attached or any other attached units.): _____