

Christmas Parade Application

There is a mandatory safety meeting at 3:15p at Expo Stall Barn. Only one representative from each organization is required to attend! Parade begins at 5:30p

Staging area opens and check-in time begins at 3:30p. Do not bring floats, etc. before 3:30.

Entry Fee: See chart below. **Entries must be returned before December 4, 2017.**

Coordinated by Claremore Area Chamber of Commerce • 918.341.2818 • www.claremore.org

This is a night parade. All entries are required to be lighted.

2017 Theme: Old Fashioned Christmas

Presenting Sponsor

Star Sponsor

Ribbon Sponsor



Organization/Group Name _____

Contact Person _____

Address _____

City _____ **State** _____ **Zip Code** _____

Business Phone _____ **Cell Phone** _____

Please mark your type of entry below. Return application before December 4th.

No. in Group

Floats (any vehicle or trailer that has been "decorated"; all others are Specialty) <i>Non Profit \$15 Commercial \$50</i>	
Marching Band (Fee exempt)	
Car Clubs/Antique Autos/Individual Autos: (Car Clubs) \$15 <i>Individual Cars (\$15) each Commercial \$50</i>	
Drill Team/Scout Group (Walkers): \$15 per group – We highly recommend no-one under the age of 6 actually walking- The route may be too long for younger children to walk.	
Equestrian Riders and Other Walking Animal Entries: Pooper Scoopers are required. <i>\$25 for clubs (must register and line-up together) Individuals \$15 each</i>	
Motorcycle Groups: Clubs \$15 <i>Individuals \$10 per cycle</i>	
Celebrity or Specialty Entries, Royalty or Organization of Royalty (i.e. Elks, Lodge, VFW) <i>\$15.00</i>	

Description of Float /Entry:

I hereby agree to the rules and regulations as specified by Claremore Area Chamber of Commerce for the 2017 Christmas Parade. I further agree to release and hold harmless the management and any of its members, agents, staff, event sponsors, directors including the Claremore Area Chamber, and/or the owners or managers of the grounds or location where this event is held upon from any loss, damage or injury resulting from participation of above entry in this event. I understand I am responsible for providing a release for each person participating in this entry.

THIS RELEASE MUST BE SIGNED BY THE CONTACT PERSON. (Must be at least 18 years old.)

SIGNED _____

DATE _____

Contact



2017 Christmas Parade

Release Form

I hereby agree to the rules and regulations as specified by Claremore Area Chamber of Commerce for the 2017 Christmas Parade. I further agree to release and hold harmless the management and any of its members, agents, staff, any event sponsors, directors including Claremore Area Chamber, and/or the owners or managers of the grounds or location where this event is held upon from any loss, damage or injury resulting from participation of above entry in this event.

Organization/Group Name

Signature of Participant

Signature of Parent or Guardian

(if under the age of 18)

RULES AND REGULATIONS

Claremore Area Chamber of Commerce welcomes you as a participant in the 2017 Christmas Parade. The rules are designed for one purpose – SAFETY. They will be strictly enforced. If you or a member of your group does not comply, you will be removed from the parade. These rules insure everyone’s safety.

- 1. City Ordinance 104.04D - NO CANDY OR OTHER MATERIALS/OBJECTS MAY BE THROWN OR DISTRIBUTED by any participant riding on or in a moving vehicle including floats and automobiles or from a horse or from anything horse drawn. If you or your group wishes to distribute candy, please designate someone to walk on the sidewalk (where sidewalks are present) or on the street, clear of any moving vehicle, float, horse or anything horse drawn. Non-compliance with the rules and regulations regarding candy, material distribution, and objects will result in removal from the 2017 parade and disqualification of the respective group from future parades and you risk receiving a City violation.
2. All groups must designate one person as a contact person to be responsible for the entire group’s understanding and acceptance of the rules and regulations for the Chamber’s 2017 Christmas Parade. The designee must attend the mandatory safety meeting at 3:15p on December 9th. The contact person must be at least 18 years old. The contact person should sign the main parade application and be present with the group for the parade. A minimum of one adult should be on any moving entry to supervise minor children. No one should exit a float during the parade for safety reasons. Any moving/tow vehicle driver must have a valid driver’s license and proof of insurance in the vehicle. Anyone under the age of 18 riding a scooter, go-cart, ATV or similar motorized vehicle must wear a helmet.
3. All parade participants must check in at the Claremore Expo Center’s north parking lot between 3:45p and 5:00p on December 9th. Please enter from Dupont at the south end of Veterans Parkway (Highway 20). The north entrance will be closed for staging area. The parade will begin at Claremore Expo Center and move east on Will Rogers Blvd to Gazebo Park in downtown Claremore. (Please note parade traffic control will end at Gazebo Park).
4. Each participant in your group must sign a release. Copy the enclosed release form as needed. If a participant is under the age of 18, a parent or legal guardian must sign the release. No exceptions!!!!!!
5. No Santas are allowed on parade entries, except for Claremore Area Chamber of Commerce’s official Santa Claus.
6. All floats must be equipped with a Class ABC fire extinguisher, and float/entry construction materials used need to follow reasonable safety standards. Any float/trailer/entry combination that is in excess of 65 feet will need to have ground guides/spotters at the front, rear, and sides of the entry. Each float is subject to inspection by Fire Marshal.
7. Equestrian and other walking animal entries are required to manage “droppings.” Pooper Scoopers for each animal/group are required. Non-compliant entries will not be allowed to exit the staging area onto the parade route. Coggins papers are required. All equestrian groups must check-in.
8. Only parade entry vehicles will be allowed into the staging area. This means no support or supply vehicles will be allowed in the staging area. Likewise, no vehicles will be allowed into the staging area to drop off passengers or marchers. You must have your entry ready to go when it enters the staging area. Please plan accordingly.
9. Only pre-registered entries will be allowed into the staging area. No sign-ups at gate and no additions to a registered entry will be allowed in the staging area. This means you must plan ahead - even car clubs, motorcycles and so forth. You will only be allowed the number of vehicles/units you have pre-registered. NO EXCEPTIONS. We must have applications and releases on all entries.
10. Parade Marshals reserve all right to determine order of participation. While generally it is thought “first in, first out,” that method is impossible to maintain once the assembly starts and the parade begins, and you should not expect that by arriving early you will be at the head of the parade. Participants must obey all directions given by Parade Marshals, and all directions given by law enforcement personnel. All parade participants must yield to any emergency vehicle.
11. Please return the completed and signed parade application and all release forms to Claremore Area Chamber of Commerce at 419 W Will Rogers Blvd, Claremore, OK 74017 before December 4, 2017. In case of inclement weather (snow/ice), call the Chamber on Saturday, December 9th beginning at 10:00 am. Inclement weather date is Thursday, December 14th at 6 pm. No refunds on entry fees. Entry fees will assist with costs associated with parade production such as permits & fees, insurance, supplies, staging, etc. We appreciate your support of this annual event.

Merry Christmas!



CLAREMORE CHRISTMAS PARADE

RULES AND REGULATIONS

The parade rules and regulations are designed for one purpose – **SAFETY**. They will be strictly enforced as they are designed to insure everyone's safety. The parade committee retains the right to select applicants. On parade day, the parade committee may remove any entry that is in non-compliance with rules and regulations or seen as inappropriate or offensive.

1. **City Ordinance 104.04D: NO CANDY OR OTHER MATERIALS/OBJECTS MAY BE THROWN OR DISTRIBUTED** by any participant riding on or in a moving vehicle including floats and automobiles or from a horse or horse drawn vehicle. If you or your group wishes to distribute candy, please designate someone to walk on the sidewalk (where sidewalks are present) or on the street, clear of any moving vehicle, float, horse or anything horse drawn. **Non-compliance with the rules and regulations regarding candy, material distribution, and objects will result in removal from the 2017 parade and disqualification of the respective group from future parades, and you risk receiving a City violation.**
2. All groups must designate one person as a contact person to be responsible for the entire group's understanding and acceptance of the rules and regulations for the Christmas Parade, and the designee must attend the mandatory safety meeting at **3:15 PM on December 9th** at Expo Stall Barn. The contact person must be at least 18 years old. The contact person should sign the main parade application and be present with the group for the parade. A minimum of one adult should be on any moving entry to supervise minor children. No one should exit a float during the parade for safety reasons. Any moving/tow vehicle driver must have a valid driver's license and proof of insurance in the vehicle. Anyone under the age of 18 riding a scooter, go-cart, ATV or similar motorized vehicle **must wear a helmet.**
3. All parade participants must be checked in at Claremore Expo Center's north parking lot between 3:45p and 5:00p on December 9th. **Please enter from Dupont at the south end of Veterans Parkway (Hwy 20). The north entrance will be closed for staging area). The parade will begin at Claremore Expo Center and move east on Will Rogers Blvd to Gazebo Park in downtown.** (Please note parade traffic control will end at Gazebo Park).
4. Each participant in your group must sign a release. Copy the enclosed release form as needed. *If a participant is under the age of 18, a parent or legal guardian must sign the release.* No exceptions!!!!!!
5. **No Santas are allowed on parade entries, except for Claremore Area Chamber of Commerce's official Santa Claus.**
6. **All floats must be equipped with a Class ABC fire extinguisher** and float/entry construction materials used need to follow reasonable safety standards. Any float/trailer/entry combination that is in excess of 65 feet will need to have ground guides/spotters at the front, rear, and sides of the entry. Each float is subject to inspection by Fire Marshal.
7. **Equestrian and other walking animal entries are required to manage "droppings."** Pooper Scoopers for each animal/group are required. **Non-compliant entries will not be allowed to exit the staging area onto the parade route.** Equestrian groups must check-in.
8. **Only parade entry vehicles will be allowed into the staging area. This means no support or supply vehicles will be allowed in the staging area. Likewise, no vehicles will be allowed into the staging area to drop off passengers or marchers.** You must have your entry ready to go when it enters the staging area. Please plan accordingly.
9. Only pre-registered entries will be allowed into the staging area. No sign-ups at the gate, and no additions to a registered entry will be allowed in the staging area. This means you must plan ahead - even car clubs, motorcycles and so forth. You will only be allowed the number of vehicles/units you have pre-registered. NO EXCEPTIONS. We must have applications and releases on all entries.
10. Parade Marshals reserve all right to determine order of participation. While generally it is thought "first in, first out," that method is impossible to maintain once the assembly starts and the parade begins, and you should not expect that by arriving early you will be at the head of the parade. Participants must obey all directions given by Parade Marshals, and all directions given by law enforcement personnel. All parade participants must yield to any emergency vehicle.
11. Please return the completed and signed parade application and all release forms to Claremore Area Chamber of Commerce at 419 W Will Rogers Blvd, Claremore, OK 74017 before December 4, 2017. In case of inclement weather (snow/ice) call the Chamber on Saturday, December 9th beginning at 10:00 am. Inclement weather date is Thursday, December 14th at 6:00p. No refunds on entry fees. Entry fees will assist with costs associated with parade production such as permits & fees, insurance, supplies, staging, etc. We appreciate your support of this annual event.



CLAREMORE AREA CHAMBER OF COMMERCE 2017 Christmas Parade

Presenting Sponsor

IRA M. GREEN
**CONSTRUCTION**
918-342-0840

Star Sponsor



Ribbon Sponsor



Dear Parade Participant,

Here are a few quick notes:

Canned food items are requested. We are once again requesting assistance for our neighbors. There are many families in our community that are in need of assistance with groceries. We want to encourage every parade participant to bring at least one can of food. Christmas is the season for giving and caring, and we in Rogers County care about our neighbors and friends. You may drop off your donation at the first check-in stop.

1. Please fill out your entry form completely, and review all the attached information. *Have fun and be creative with the theme "Old Fashioned Christmas."*
2. Make sure the entry and release forms are signed.
3. We need a release form from ALL participants that will be participating in your entry.
4. **Only parade entry vehicles will be allowed into the staging area.** This means no support or supply vehicles will be allowed in the staging area. Likewise, **no vehicles will be allowed into the staging area to drop off entry participants, passengers or marchers.** *You must have your entry ready to go when it enters the staging area.* Please plan accordingly.
5. All entries must be lighted and decorated. Even if you enter a car, bicycle, motorcycle, or truck, it must have lights (sorry, elves, headlights do not count) and holiday decorations.
6. If you are a walking group or drill team, please include some type of decorations, accessories, or holiday attire in your group. This is a holiday parade, and the attention to these types of detail by you helps make our parade a special one! *We recommend no-one under 6 years old walking. Due to the length of the Parade Route*
7. **Unfortunately, there are a few people who do not behave "very nice." Please let those in your group know that if there is foul language, gestures, or refusal to listen to police officers and Parade Marshals, we will have no choice but to contact your group leaders, company officials and report such behavior and your entry will be removed from the parade.**
8. **Rules are for everyone's safety and they must be followed. Entry designee must attend the mandatory safety meeting at 3:15p on December 9th at Expo Stall Barn. City Ordinance 104.04D: NO CANDY OR OTHER MATERIALS/OBJECTS MAY BE THROWN OR DISTRIBUTED** by any participant riding on or in a moving vehicle including floats and automobiles or from a horse or horse drawn vehicle. If you or your group wishes to distribute candy, please designate someone to walk on the sidewalk (where sidewalks are present) or on the street, clear of any moving vehicle, float, horse or anything horse drawn. **Non-compliance with the rules and regulations regarding candy, material distribution, and objects will result in removal from the 2017 parade and disqualification of the respective group from future parades, and you risk receiving a City violation.**
9. Entries must be returned before December 4th, 2017.
10. Cash Prizes for: Best Use of Lights - \$150; Best Use of Theme - \$150; Christmas Spirit Award - \$100.

Thank you for your cooperation. We look forward to a great parade with just right weather!
Merry Christmas from your Christmas Parade Committee and Volunteers!