

2017 PORTLAND CHAMBER OF COMMERCE CHRISTMAS PARADE

PARADE ENTRY FORM

Portland Chamber of Commerce
106 Main Street - Portland, TN 37148
Phone: 615-325-9032



Theme: Christmas at the Movies (Pick your favorite Christmas movie!)

Date of Parade: December 2nd, 2017

Chamber Member Early Entry Fee \$10.00

Non-Member Early Entry Fee \$15.00

After November 27 \$20.00

Line up Location: Victor Reiter Parkway

Line up for entries: 4:30 p.m.

Judging:

- begins promptly at 5:00 p.m. 1st 2nd 3rd Place Float Trophies, Best Non-Profit & Best Vehicle will be awarded
- judging criteria – overall appearance, design, originality and use of theme

Candy distributed by walking participants only! Candy cannot be thrown!
Please note – this is a child safety issue (All entrants can have walkers participating)
Anyone throwing candy will be removed from the parade.

1. Complete the requested information
2. Read, sign and date the waiver below
3. Bring or send in your entry fee with this form
4. One representative from each entry **MUST ATTEND** one of the PARTICIPANT'S MEETINGS at the Chamber of Commerce office (106 Main Street in Portland)
 - Tuesday, November 28, 10:00 a.m.
 - Tuesday, November 28, 6:00 p.m.

You will receive your lineup instructions and other vital information during this meeting.

ENTRY MUST BE RECEIVED NO LATER THAN NOVEMBER 30 TO GUARANTEE PLACEMENT

2017 PORTLAND CHAMBER OF COMMERCE CHRISTMAS PARADE PARADE RULES AND GUIDELINES

- **Applications will be taken until December 1 but after November 27 Fee is \$20**
- **All entries including walkers must have lights.** Entries without lighting will be removed from the parade line up. NO Santa suits allowed. We will have SANTA on the Volunteer State Bank Trolley. Line-up will be on Victor Reiter Parkway (off North Broadway) and the route will turn left onto West Market Street. You may park in the City Lot or other location if you would like to watch the lighting of the Christmas tree. If you choose not to stay for the lighting of the tree you may take N Russell back to Victor Reiter Parkway.
- All floats must be at line-up area no later than 4:30 p.m. to be judged
- Walkers or marching groups should arrive no later than 5:00 p.m.
- **Parade will start promptly at 5:30 p.m., Rain or shine!**
- **Entries must abide by all rules on the application.**
- **One representative from each entry MUST ATTEND one of the PARTICIPANT'S Meetings scheduled the week of the parade. You will receive your line-up instructions and other VITAL information.**
- All vehicles, including go-carts and similar vehicles must be driven by a licensed driver and have proof of insurance. Drivers and vehicle owners are liable for any damage or accident occurring from the use of their vehicle at all times.
- Entries may use sound amplification for musical purposes, but not for addressing the audience – no speeches/campaigning please!
- There will be NO PERFORMANCE STOPS along the parade route. You may however, perform as the parade is moving.
- Entry name must be placed on the driver side of the first vehicle in your entry or carried by someone at the front of your group. The entry name must be visible as the judges pass by during the designated judging time frame
- Distribution of candy from moving vehicles is prohibited. For the safety of all, no materials may be thrown along the parade route. This includes candy, flyers, literature, etc. However, walkers alongside entries may hand out candy and other items. Violations of this rule will result in removal from the Parade.
- Show bikes (motorcycles) are permitted however, they may not squeal tires, rev engines, or cause a disturbance that might endanger anyone in or along the parade route; Any one breaking this rule will be subject to arrest and at the very least, immediately removed from the parade.
- No Animal Entries (Horses, dogs, etc.) will be allowed.
- No graphic images will be allowed (to be determined by the Chamber staff).
- Leave at least 1 car link between floats and maintain a speed of 3 MPH

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Participants Name: _____

Contact Name: _____

Contact Address: _____

Contact Phone: _____ Email: _____

Please Check All Categories that apply to Your Entry:

IS THE ENTRY IS TO BE JUDGED

- Float*
- Vehicle*
- Non-Profit*

MEETING YOU PLAN TO ATTEND

(to receive line up information)

- Tuesday, November 28, 10:00 a.m.
- Tuesday, November 28, 6:00 p.m.

I agree to the above guidelines for Parade Participants and hereby release and agree to hold harmless the City of Portland and the Portland Chamber of Commerce from and against any and all claims, damages, charges, demands, obligations, recoveries, liabilities, loss, deficiencies, rights or action or causes of action, of any kind, character or description, whether accrued, absolute, contingent, known, unknown or otherwise (including, without limitation, any and all penalties, interest, attorneys' fees and other costs and expenses relating to any and all actions, suits, proceedings, demands, assessments and judgments), which pertain to, arise out of, result from or related to Parade Entry's participation in the Event.

Signature: _____ **Date:** _____

Print Name _____

Chamber Member Entry Fee: \$10.00

Non-Member Entry Fee: \$15.00

After November 27: \$20.00

Please mail payment and entry form to:

**Portland Chamber of Commerce
106 Main Street
Portland, TN 37148**