

**MainStreet Cleveland Annual Christmas Parade**  
**Saturday, December 7, 2019**

**Rules and Regulations:**

**REGISTRATION:** All completed entry forms and fees are due by November 22, 2019 at 4 pm. Entries may be mailed or dropped off at the Mainstreet office. Late applications, submitted between November 23 and December 3, will be subject to an additional \$40 late fee. No application will be taken after 12 noon on Tuesday, December 3. *There is no rain date and entry fees are non-refundable.*

**PARADE ROUTE:** Departing from Bradley Central High School, the parade will travel north on Hwy 11, east on 3<sup>rd</sup> Street, north on Ocoee Street, around the monument, south on Broad Street, west on Inman Street, south on Hwy 11 and then back to the high school. All drivers must be at least 18 years of age and present driver's license and proof of insurance.

**MANDATORY MEETING:** A representative of your group **MUST** attend one of the following safety meetings: Monday, December 2 at noon OR Tuesday, December 3 at 6 pm. The meeting will be held at the Chamber of Commerce at the Village Greene on Keith Street. You will receive your gate pass at the meeting. Safety is our priority; any group not represented at the meeting will not be allowed to participate in the parade.

**START TIME AND ASSEMBLY:** Gates will open at 12:30 p.m. You must have your parade pass in the front left windshield of your vehicle to enter. Gates will close at 4:30 p.m. with no exceptions. The parade begins promptly at 6 pm. Your parade position will be the order in which your float arrives at the high school. Only parade vehicles will be allowed in the float area. Details on parking will be distributed at the safety meeting.

**THEME:** There is not a specific theme for the parade other than the celebration of Christmas. Please note Santa and Mrs. Claus ride in a carriage at the end of the parade; no other "live" Santa is allowed in the parade.

**DECORATIONS:** All entries must have Christmas lights and decorations. Please make sure that your towing vehicle and float can maneuver the turns and hills along the route. The maximum float height from ground is 14 feet to clear traffic signals. *Commercial vehicles must be decorated; undecorated vehicles for the sole purpose of advertising are not allowed.*

**THROWING CANDY/OBJECTS:** City law strictly mandates there will be no throwing of candy or objects from vehicles. You may have participants that walk and hand out candy. Throwing of candy entices children to run out into the streets in the parade path. This is extremely dangerous and will not be tolerated. The Cleveland Police Department will remove any entry from the parade that is throwing candy.

**CONDUCT:** No foul or offensive language, alcoholic beverages, or illegal drugs are permitted at any time. No clothing with foul or offensive language is permitted.

**IDENTIFICATION:** All participants should have a visible sign with the name of your organization on the float or a sign carried by individuals in front of their float.

**NO STOPPING DURING THE PARADE:** Vehicles are not allowed to stop or intentionally slow down during the parade route to perform or have photographs taken. An equal distance of 50 feet between each vehicle must be maintained at all times. Please stay in line and drive at a steady speed. Do not unload riders until the parade returns to Bradley High School.

**HORSES:** All horses entering the parade venue must have current Coggins Papers. A copy of these papers should be filed with the application and will be checked by a veterinarian prior to the event. Animals in the parade should be familiar with parade events and comfortable in large crowds. Rubber shoes are recommended. All horses should report to the south side of the front lawn of the high school upon arrival. Horses must stay off of the Soccer Field. The Soccer Field will have orange fencing around it; do not enter this area. No horses are allowed inside the gates where parade is staged.

**POST PARADE:** Trophies will be given out at the end of the parade by the cafeteria doors.

**CHRISTMAS PARADE ENTRY FORM – DECEMBER 7, 2019**

**Please attach to this completed entry form: entry fee; proof of insurance for parade vehicle; and a copy of the driver's license for the person driving in the parade. Return to Mainstreet Cleveland by mail or drop off.**

Company/Organization: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Day Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_  
Email address: \_\_\_\_\_ *(required)*

REQUIRED TO CONTACT FOR MEETING REMINDERS AND NECESSARY ANNOUNCEMENTS. EMAIL ADDRESS WILL NOT BE SHARED

Brief Description of Entry: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimate the number of people that will be on your float. \_\_\_\_\_  
Number of motorized vehicles in your parade entry: \_\_\_\_\_  
Driver's License attached \_\_\_\_\_ Proof of insurance attached \_\_\_\_\_  
Horses – Are your Coggins papers attached? \_\_\_\_\_

Please circle the meeting you will attend: Monday, 12/2 at noon Tuesday, 12/3 at 6 p.m.

Check the category you wish to enter:

Commercial Small Company  Commercial Large Company (50+ employees)  
 Elementary School / Youth Organization  Religious  
 Middle School / High School  Civic / Non Profit

*I will hold harmless the City of Cleveland, MainStreet Cleveland, their officials and employees from any and all loss, cost, damages, expenses and liability arising from the Christmas Parade. Mainstreet Cleveland, the City of Cleveland, and Cleveland Police Department accept no liability for actions that may arise. Any insurance protection which may be necessary for accidental injury or property damage during the event is the sole responsibility of the applicant. I have also read and will abide by the rules and regulations for the MainStreet Cleveland Christmas Parade.*

DATE: \_\_\_\_\_ Printed Name: \_\_\_\_\_

**Mail to:** \_\_\_\_\_ Signature: \_\_\_\_\_

**Mainstreet Cleveland  
PO Box 304  
Cleveland, TN 37364-0304**

**Checks Payable to: Mainstreet Cleveland  
Physical address- Drop off at: 160 2<sup>nd</sup> Street, NE in Municipal Building Annex (Old City Hall Building)**

Application Fee: \_\_\_\_\_  
Drivers License: \_\_\_\_\_  
Insurance Copy: \_\_\_\_\_  
Horses-Coggins Papers: \_\_\_\_\_

Fees: \$30 Float & Towing Vehicle  
\$30 per decorated car  
\$10 per motorcycle  
\$10 per horse  
\$40 late fee after 11/22/19