



2017 City of Anderson Christmas Parade

Sunday, December 3rd at 3pm

General Parade Guidelines

- Entries must observe all applicable rules and regulations. **The parade staff reserves the right to remove any entrant from the parade either prior to staging, during staging or any time during the parade if the entrant fails to meet parade rules or does not follow standards of reasonable public taste.** The City of Anderson does not permit individual vehicles in the parade with the exception of invited local, state and national dignitaries, city sponsored, public emergency service, radio vans, Hejaz Shriners Organization and High School Queen's whose band participates may ride in a vehicle. *Local pageant winners are encouraged to participate in the parade, but **all local pageant winners must be on a float.** Individual passenger vehicles do not qualify as floats.*
- The City of Anderson Parade is annually held the first Sunday in December, with the only exception being if the first Sunday falls during Thanksgiving weekend, in this event the parade will be held the second Sunday.
- There is no entry fee for the parade.
- The parade staff will determine the position of entries. Number of accepted entries will be 100.
- **Acceptable entries include: Bands, Marching Units and Floats.** All bands and other musical ensembles are expected to play holiday music. No horses are permitted to participate in the parade. Dogs are allowed on floats and as a walking unit as long as they are leashed and under complete control of an adult. Please come prepared to clean-up after your dog in the staging area and the parade route.
- Please make sure any entry with children has an appropriate number of adult chaperones. A 1:10 ratio is a good rule to follow.
- **For the safety of children and all spectators throwing of candy or other materials is prohibited. Candy may be distributed by walking along the sides of the parade route only.**
- No unit will be allowed to have a Santa. Santa is already a featured guest of the parade.
- All units should be designed in a manner which is safe for all participants and spectators. Note that there are occasionally strong winds along Main St. In all phases of float design, try to keep the format as fun and as eye appealing as possible. Floats should be constructed and decorated so that either side is equally appealing.
- Signs: Each unit should use signs or banners to identify (but not to advertise) its sponsor to spectators on both sides of the street. Banners/signs should be neat and recognized, but should be modest in relation to the size of each unit. Basic simple signs work best. 6 to 8" lettering works best.
- **All drivers must stay with their units during the staging process.** For the safety of our parade participants once in the staging area decorating should be mostly complete so that entries are able to be moved in the staging area as needed when asked to move. All units are required to close the gap between units when ordered by the parade officials. Alcoholic beverages are forbidden on any float, in any vehicle or on any person or participant. Evidence of alcohol in any way will result in removal from the parade and no future participation in the City of Anderson Parade will be allowed.
- All units are responsible for how they are pulled along the parade route. Be sure that the trailer hitch or trailer attachment is compatible between vehicle and trailer in advance of parade date. Vehicles should not turn on their headlights during the parade.

Marching Units

- Marching/Walking Units should be in uniform or costume and maintain a banner or other identification. Flags, banners and other displays are encouraged. ALL units should have holiday decorations, costumes and music where appropriate. Individual vehicles are not allowed in front or behind marching units for the purpose of playing music. Music must be provided by using a system that can be pulled or carried by hand.

Floats

- Floats will be built on a trailer with at least two wheels pulled by a separate vehicle or a flatbed truck with a minimum bed area of 12 feet. All floats should be equipped with a fire extinguisher. Floats should be decorated with the Christmas theme and also have a banner for recognition purposes. There should be no float without sufficient Christmas decoration.

Day of Parade

- Line-up will be at 2pm on parade day. To make the line-up safer for staff and participants please inform your unit participants **-DO NOT enter the parade route in a vehicle to drop off participants.** All participants should walk or be walked to the line-up area. Every unit will be mailed their unit number and a line-up map with your unit placement highlighted – please share that with your group when you receive



PARADE ROUTE



Parade Schedule

2:00pm – Line-up begins in staging area

Intersection of
Greenville St. back to Highland Ave

3:00pm – Christmas Parade begins

4:30/5:00pm – Parade ends (approximate)

Rain or Shine Event

No rescheduled date in the event of cancellation



City of Anderson
2017 Christmas Parade Entry Form
www.cityofandersonsc.com

Parade Date: Sunday, December 3rd at 3:00pm
Number of accepted entries will be 100

Staff Use Only:
Date Rec'vd _____
Approval _____
Denial _____
Entry # _____

GROUP NAME: _____

SPONSORING ORGANIZATION (if different from above): _____

ADDRESS (where confirmation is to be mailed) _____

CONTACT PERSON: _____

PHONE NUMBERS: DAYTIME: _____ EVENING: _____ E-Mail: _____

THIS ENTRY IS BEING ENTERED AS A: _____ marching unit _____ float

please remember that the City of Anderson Christmas Parade only accepts marching units and floats. Cars, trucks, buses, tractors or vans (radio personality vans will be allowed) are not considered floats and therefore will not be allowed unless they are being used to pull floats

PLEASE DESCRIBE YOUR ENTRY: (please read the policy and guidelines attached to this form before beginning your description. If additional space is needed, continue on back of form).

TELL US ABOUT YOUR GROUP OR ORGANIZATION: _____

APPROXIMATE NUMBER OF PARTICIPANTS WITH ENTRY: _____

HAVE YOU PARTICIPATED IN PREVIOUS CITY OF ANDERSON CHRISTMAS PARADES? _____
IF YES, HOW MANY? _____

ALL BAND ENTRIES MUST BE RECEIVED BY NOVEMBER 3rd. ALL OTHER ENTRIES MUST BE RECEIVED IN OUR OFFICE NO LATER THAN NOVEMBER 16, 2017.

All applications will be evaluated by members of the Christmas Parade committee to ensure compliance with the Christmas Parade Policies and Guidelines. After receiving and evaluating the entry application, you will be notified by mail of your entry's approval or denial. The Christmas Parade committee reserves the right to reject any application from participation based upon non-compliance with the parade policies and guidelines. In consideration of the parade committee allowing the undersigned to take part in the City of Anderson Christmas Parade, the undersigned agrees to save, defend and hold harmless the City of Anderson, its sponsors, agents and employees from any and all claims for damages for injury (including death) and property damage arising out of involvement with the parade. Drivers of all vehicles in the parade must have a valid driver's license. Drivers of all vehicles must have a copy of their driver's license available for staff to pick-up or look at on day of parade if asked to do so.

Signature _____ Date _____

Please return entry form to: City of Anderson Parks & Recreation Department/Christmas Parade
Mail to: 401 South Main Street – Anderson, SC 29624
Office Location: 1107 North Murray Ave. – Anderson, SC 29625
FAX: (864) 231-2298 PHONE: (864) 231-2232
www.cityofandersonsc.com

