

# stafford Winterfest

## PARADE REGISTRATION FORM

**SATURDAY · DECEMBER 9 · 2017**

*Rain Date Saturday, December 16*

The Town of Stafford is proud to have you participate in the 2017 WinterFest Parade of Lights! The holiday tradition is a wonderful celebration of community and we welcome all businesses, organizations, clubs, civic groups and residents to participate. Stepping off just after dusk, this year **we will illuminate Stafford and request all entries be lit for evening viewing** - this includes vehicles, marchers, and floats. Be creative and use any lighted holiday decorations, string lights, or battery operated lights. **This form must be completed by Monday, November 27 in order to participate in the 2017 parade**, please return this application to Town of Stafford, Office or the First Selectman (1 Main Street, Stafford Springs, CT 06076) or email to file to: amberw@staffordct.org *Please note: There will be only one Santa in the parade, provided by the Town of Stafford.*

**Parade Line-up** Olympic Circle, beginning at 4:00pm. Step-off commences at 5:00pm

**Route** Heads down Main Street: pedestrians will end in the Town Hall parking lot, vehicles and floats will finish in the American Woolen lot – 21 Furnace Avenue.

**Theme** Parade of Lights: we're welcoming floats, walking groups, performers, and vehicles/motorized entries, each lighted to illuminate Main Street.

### Contact Information

Name of Group \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Contact Email \_\_\_\_\_

### Please Indicate Category (check all applicable):

- |   |   |
|---|---|
| <input type="checkbox"/> Float/Pulled Trailer                                       | <input type="checkbox"/> Decorated vehicle only                               |
| <input type="checkbox"/> Walkers/Marchers   | <input type="checkbox"/> Animals  |
| <input type="checkbox"/> Golf Cart/ATV/Motorcycle                                   | <input type="checkbox"/> Vehicles accompanying your walking/performance group |
| <input type="checkbox"/> Youth or Children's Group <i>must have adult chaperons</i> | <input type="checkbox"/> Band/Vocal/Performance group                         |
| <input type="checkbox"/> Playing recorded holiday music                             | <input type="checkbox"/> Other  |

Number of participants in your group/entry \_\_\_\_\_ Number of vehicles in entry \_\_\_\_\_

**Description of entry** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Entry Contact Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

*As the entry contact person, I have read and will abide by stated rules and conditions in order to participate in the Town of Stafford WinterFest Parade conditions. Additionally, I am responsible for insuring the rest of my entry participants understand and abide all rules and conditions.*

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# PARADE RULES & GUIDELINES

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Come celebrate a one-of-a-kind holiday experience in Downtown Stafford! Intended to promote positivity and civic pride, WinterFest is an annual event welcoming entries from local businesses, schools and civic organizations, bands, vocal groups, and clubs - all are free to participate.

**THERE WILL BE ONLY ONE SANTA IN THE PARADE, PROVIDED BY THE TOWN OF STAFFORD. PLEASE DO NOT HAVE A SANTA OR MRS. CLAUS A PART OF YOUR ENTRY.**

- All entries must be properly registered with the Town of Stafford WinterFest Committee by the deadline of Monday, November 27.
- Each entry will be responsible for its own vehicle, float, decoration, lights (night parade), driver, and signage.
- All entries - including marchers and chaperons - should be decorated for evening viewing with lights, garland, props, or other appropriate holiday decorations. It will be dark and lighted entries are preferred.
- **Throwing of ANY candy or objects is strictly prohibited at any time.** The parade steps off after dusk and such actions encourage unnecessary danger to children trying to retrieve items. Walkers may hand out items to spectators at the street curb.
- The parade is a constant "FORWARD MOTION" event with no planned stops. Performing groups should choreograph routines accordingly.
- There is a speed limit of 5 mph and a minimum distance of 15 feet between each entry. Please follow guideline at all times.
- Do not leave the parade line-up until it ends, at the rotary you will be directed to the Town Hall or American Woolen parking lot, depending on group type.
- Drivers of motorized units must possess a valid Driver's License with proof of valid registration and insurance on vehicle/trailer.
- **No gunning or burning out.**
- Participants may not ride perched on top of vehicles, on pickup truck bed sides or on car hoods.
- Let us know if music is incorporated in your entry. Selections must be holiday music only appropriate for all ages.
- All Walking Groups should have a banner with the group name and wear uniform or holiday colors that reflect the parade theme.
- All children participating in the parade must be supervised by an adult at all times.
- Entries that use live animals (horses, dogs, etc.) are responsible for cleaning up after them.
- No excessive horn blowing, sirens or fireworks/pyrotechnics of any kind.

By submitting and signing the WinterFest entry form, I hereby state that I have read the parade rules/guidelines and agree to abide by the terms and conditions as defined therein. Additionally, I am responsible for ensuring the rest of my entry participants understand and abide all rules and conditions. In signing this entry form, I do hereby release the Town of Stafford/WinterFest, its officers, elected officials, employees, organizers and volunteers from any damages or injuries sustained by reason of my unit's participation in this parade. I also agree to distribute copies of this application to all participants in this parade unit.

**Entry Contact Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

*As the entry contact person, I have read and will abide by stated rules and conditions in order to participate in the Town of Stafford WinterFest Parade conditions. Additionally, I am responsible for ensuring the rest of my entry participants understand and abide all rules and conditions.*

**PLEASE KEEP THIS PAGE FOR YOUR RECORDS AND DISTRIBUTE COPIES TO ALL PARTICIPANTS IN YOUR ENTRY.**