

ECPC Parks and Recreation
2024 Christmas Parade Application
"A Harbor Hometown Holiday"
Saturday, December 7, 2024



Line Up Begins: 1:00pm
Final Lineup: 4:30pm
Parade Begins: 5:30pm

NAME OF GROUP: _____

CONTACT PERSON(S):

CONTACT EMAIL (REQUIRED): _____

CONTACT PHONE: _____ ALT PHONE NUMBER _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

TYPE OF GROUP: Business School Civic/Nonprofit
 Church Single/Individual Other _____

DESCRIPTION OF ENTRY: (please give description of entry including number of entries and participants)

INDICATE QUANTITIES BELOW: (Please be as accurate as possible to help with line up coordination)

TRUCK _____ # OF TRUCKS _____ LENGTH OF TRUCKS

TRAILER/FLOAT _____ # OF TRAILERS/FLOATS _____ TOTAL LENGTH OF TRAILERS/FLOATS

CAR/MOTORCYCLE/ATV _____ # OF VEHICLES

MARCHING BAND _____ # OF PARTICIPANTS

WALKING GROUP _____ # OF PARTICIPANTS

OTHER ENTRY: _____

WILL THERE BE MUSIC WITH YOUR ENTRY (ONLY CHRISTMAS MUSIC ALLOWED): YES NO

BURNOUTS, HIGH SPEED TAKE-OFFS, AND OTHER INAPPROPRIATE BEHAVIOR ON THE PART OF ANY MOTOR VEHICLES WILL NOT BE TOLERATED. LAW ENFORCEMENT WILL BE ASKED TO REMOVE YOU FROM THE PARADE.

PARADE FEES:

\$20 for 1 entry. \$5 for each additional entry. Full payment must be made when application is submitted. No application will be taken and held without payment.

A \$25 return check fee will be imposed to any return checks. All fees including the returned check fee must be paid or entry will be dropped from parade.

QUIET ZONE:

The parade quiet zone is a sensory friendly zone that allows everyone to enjoy our holiday parade without the overstimulation of sirens, loud music, and strobing lights.

This year's quiet zone will begin at the corner of E Church Street and Water Street and will end at the stop light of Ehringhaus and Water Street. During this zone, which will be identified by signs, all sirens, loud music, and flashing lights shall be halted. By entering the parade, you are agreeing to abide by the quiet zone.

WAIVER:

I/We, the undersigned, in representation of the organization listed above and all its participants hereby release the City of Elizabeth City, Pasquotank County, and the ECPC Parks and Recreation Department, its members and officers, from any and all liability while participating in the parade.

Furthermore, it is agreed that the above organizations and/or representatives and participants will defend, indemnify and hold harmless the City of Elizabeth City, Pasquotank County, and the EC/PC Parks and Recreation Department for any claims against them for damages, including bodily injury or death, which may arise from these participants' involvement in the parade.

By signing this application, our group accepts that we have received, read, and understand all rules and guidelines required for our participation in the holiday parade.

Signature: _____ Date: _____

Please provide name and driver's license # of any and all persons planning to drive any vehicles in the parade:

FULL NAME: _____ DL# _____

FULL NAME: _____ DL# _____

FULL NAME: _____ DL# _____

FULL NAME: _____ DL# _____

FULL NAME: _____ DL# _____

FULL NAME: _____ DL# _____

Attach an additional sheet if more space is needed for additional drivers

**RETURN ALL COMPLETED APPLICATIONS ALONG WITH ENTRY FEES BY
FRIDAY, NOVEMBER 15TH 2024 TO:**

**ELIZABETH CITY/PASQUOTANK COUNTY PARKS AND RECREATION (ECPC)
200 E WARD STREET
ELIZABETH CITY, NC 27909**

NO ENTRIES WILL BE ACCEPTED AFTER NOVEMBER 15TH, 2024. NO EXCEPTIONS WILL BE MADE.

ECPC Parks and Recreation
2024 Christmas Parade
“A Harbor Hometown Holiday”
Saturday, December 7th, 2024
5:30pm
Overview and Guidelines

The City of Elizabeth City and the Elizabeth City/Pasquotank County Parks and Recreation Department would like to extend you an invitation to participate in the 2024 Holiday Parade. This year's parade will begin at 5:30pm with line up starting at 1:00pm. We will be kicking off at Westover Street (beside the Enfield Ballpark) traveling East along Ehringhaus Street, going North on Road Street, then East along Main, and finishing up at Waterfront Park. **The Parade Quiet Zone will begin at the corner of E Church Street and S Water Street and end at the stoplight at Ehringhaus and Water Street.** While we would like to embrace the holiday season all along the parade route, you are asked to abide by the Quiet Zone rules.

Entry point to the parade lineup will depend on location during lineup. All lineup information will be emailed out the week of November 25th. Everyone must adhere to their entry points to help line up run safely and smoothly. Parade line up will start on Westover Street and continue down Catalina Avenue and Corsair Circle. It is imperative for the safety of everyone that we limit the number of vehicles moving within the lineup area. Only vehicles in the parade will be allowed in ballpark. **Drop-offs will not be allowed to enter past parade lineup entry points at the ballpark.** Numbers will be marked on the pavement to correspond with your location in the lineup. Parade staff will assist in getting everyone in place.

Please note all guidelines and regulations as they will be strictly enforced for both the safety and enjoyment of everyone. The day of the parade will be hectic, so be prepared, prepare your group, and please follow the direction of our parade staff members.

Special Guidelines:

- There can be NO live Santa's on units.
- **Entry fee must be paid and application completed by deadline.**
- **Nothing** may be **thrown** from the unit such as candy or gum for safety reasons. We would suggest having escort personnel pass out any goodies you may wish to distribute. **Any parade entry violating this rule will be suspended from participation in future parades. No exceptions.**
- Only Christmas music can be played.
- Must have a limited number of escort staff, no small children or strollers/carriers alongside the floats.
- Applicants will be notified only if deemed unacceptable entry into the parade.
- All participants should arrive with the float/entry or be dropped off in designated location.
- Due to safety concerns no extra vehicles will be allowed at the Enfield Ballpark. Only those vehicles in the parade will be allowed in the ballpark.
- Horseplay on the part of any motor vehicle will not be tolerated. Any such action will warrant immediate removal and law enforcement will be notified.
- All riders under the age of 5 must be restrained by appropriate safety devices and accompanied by a parent.
- The maximum float size should not exceed 75' in length, 14' wide, and 14' high.
- All float materials must be properly secured to float and proper support railing or restraints must be provided for riders. **All floats with electrical wiring must have a fire extinguisher on their float.**
- There is a 5-mph speed limit for all participants.
- No vulgar or offensive advertisement or signage will be allowed on any floats. Only advertisement is to be displayed on the front, side, or back.
- All participants are required to clean up around their decorating site at the staging area.
- **No alcoholic beverages or controlled substances will be allowed on any floats or vehicles or on city property.**
- No smoking or open flames from any floats during the parade.
- No smoking in parade line up area.
- **NO POLITICAL CAMPAIGNING.**
- Floats containing pets will only be allowed by pet associated organizations (SPCA, etc.)
- While we strongly suggest your entry reflect the theme, ALL entries must have at least a Holiday theme.

Entry Selection Guidelines and Fees:

All parade entries are by application only and subject to the approval of the Elizabeth City/Pasquotank County Parks and Recreation Department. In addition to completing the application, there will be a **\$20.00 entry fee for the first entry and \$5 fee for each additional entry.** **NO ENTRIES WILL BE ACCEPTED AFTER NOVEMBER 15th, 2024. NO EXCEPTIONS!**

NOTE: Per entry means: Per vehicle, motorcycle, tractor, bus, float, etc.

All proceeds benefit the Elizabeth City/Pasquotank County Parks and Recreation's 4th of July Fireworks and youth programs.

Types of Entries Considered for the Parade

Marching Bands-school bands, drum corps, independent bands, etc.

Floats-creatively built and decorated moving vehicles

Specialty-drill/dance teams, clowns, antique/custom vehicles

Special Guests-invited guests, dignitaries, celebrities

Awards:

To be eligible for awards, entries need to be reflective of the theme. This year's theme is "A Harbor Hometown Holiday". Judging will take place on route. Awards will be announced the week following the parade. Make sure your group, organization, or business name is displayed for all to see. The parade will not be used as a platform for political or special interests. **The Elizabeth City/Pasquotank County Parks and Recreation Department reserves the right to refuse entry into the parade (including the day of) for violation of any guidelines/restrictions without refund of entry fee.**

Award Categories

- Best Overall (1st, 2nd, and 3rd Place)
- Best Church Entry
- Best Civic Organization Entry
- Best School Club Entry
- Best Business Entry

**Groups who place in the Best Overall Category will not be considered for other categories.*

For more information, please contact ECPC Parks and Recreation at communityevents@elizabethcitync.gov.

Applications must be received no later than Friday, November 15, 2024. Applications after this date will not be accepted! You will be contacted with your lineup number/information by the ECPC Parks and Recreation Department the week of November 25th, 2024.

Return completed application with payment to:
Elizabeth City/Pasquotank County Parks and Recreation (ECPC)
Attn: Christmas Parade
200 E Ward Street
Elizabeth City, NC 27909

