

Parade Notice

The Rotary Club of Lake City Christmas Parade will be modified this year to accommodate social distancing requirements. This year citizens will remain in their vehicles and drive thru a selected route to view the parade floats that will remain stationary.

In order to accommodate the influx of cars and stationary floats, the location of the parade will take place on the campus of Florida Gateway College. All floats will be assigned a parking area throughout the FGC campus. Citizens attending the parade to view the floats will enter the college from US90, remain in their vehicles while they travel the campus viewing the floats, and exit via US100 afterwards.

Note: Setup hours for floats arriving shall take place between the hours of 3pm to 5pm only. Upon arrival you will be assigned a location position on campus. It is also very important we have a working cellphone number for us to contact you the during the setup.



2020 ROTARY CLUB CHRISTMAS PARADE APPLICATION

Theme: "Christmas Around The World"

All entries must be approved by the parade committee prior to participation in the parade. Include your email for confirmation and row assignment.

Deadline for Applications: Wednesday, December 9, 2020. Parade: Saturday, December 12, 2020 at 6:00 pm

For questions, please contact: United Way of Suwannee Valley (Phone 386.752.5604 or Email LCRCParade@gmail.com)

Name of Organization/Business: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person's Number: (Daytime) _____ (Evening) _____

Email Address (required): _____

<input type="checkbox"/> Float – Commercial (\$60) # of Participants _____ <input type="checkbox"/> We will be using a Truck or Trailer. If you check this box please include approx. length in feet _____ of entire vessel.	<input type="checkbox"/> Float – Non Profit (\$30) # of Participants _____ <input type="checkbox"/> We will be using a Truck or Trailer. If you check this box please include approx. length in feet _____ of entire vessel.	<input type="checkbox"/> Float – School (\$30) # of Participants _____ <input type="checkbox"/> We will be using a Truck or Trailer. If you check this box please include approx. length in feet _____ of entire vessel.
<input type="checkbox"/> Marching Unit/Band (\$0) # of Participants _____ <input type="checkbox"/> We will be using a Vehicle. If you check this box please include approx. length in feet _____ of entire vessel and type of vessel _____	<input type="checkbox"/> Color Guard/Veteran's Unit (\$0) # of Participants _____ <input type="checkbox"/> We will be using a Vehicle. If you check this box please include approx. length in feet _____ of entire vessel and type of vessel _____	<input type="checkbox"/> Dance/Cheer Unit (\$30) # of Participants _____ <input type="checkbox"/> We will be using a Vehicle. If you check this box please include approx. length in feet _____ of entire vessel and type of vessel _____
<input type="checkbox"/> Antique/Classic Car (\$15 ea.) # of cars _____	<input type="checkbox"/> Motorcycles (\$15 ea.) # of motorcycles _____	<input type="checkbox"/> Police/Fire Unit (\$0) # of vehicles _____
<input type="checkbox"/> Other – Please describe (including # of participants, #/ length/type of vessels) _____		

Please provide a description of your entry: _____

What type of music/sound effects/animation: _____

Has your organization/business participated in previous Lake City Christmas Parades? Yes No

I hereby certify that I have read the rules and regulations and agree to abide by them. I will have a copy of these rules in my possession during the parade. I understand that the Lake City Christmas Parade cannot be held responsible for theft, damage or injury and I have read and will accept and will follow the rules and regulations governing this event.

Signature _____ Date _____

Name (please print clearly) _____

Organization (please print clearly) _____

Please return the signed original application and the appropriate non-refundable entry fee.

Make checks payable to **Lake City Rotary** and mail or drop off at: United Way of Suwannee Valley, 871 SW SR 47, Lake City, FL 32025-0433 Please retain a copy for your records.

LAKE CITY CHRISTMAS PARADE RULES

The organizers of this parade reserve the right to accept or reject any parade applicant. Parade participants must follow the instructions from the parade staff. Parade staff reserves the right to remove any unit from the line-up for any reason or cause without advance notice.

A non-refundable entry fee of \$30 for schools, \$30 dance/cheer groups, \$30 for non-profits, or \$60 for commercial entries must be made payable to Lake City Rotary. The entry fee helps cover advertising materials for parade.

All entries must be decorated. **NO EXEMPTIONS.** They should have a minimum of 500 lights. Please help us by complying with this rule; we want everyone to enjoy themselves and show off their Christmas spirit.

Parade participants must portray a holiday, children's or whimsical theme. No entries depicting a political organization or candidate. No entries that may create public controversy will be allowed. All participants **MUST** be in appropriately themed costumes, outfits or uniforms. No live animals permitted.

Once the parade starts there will be no refueling of gas powered generators. Most generators are capable of running for the duration of the parade.

No items such as candy or other items will be thrown from any entry. If you desire to distribute any item, **HAND** these items out to spectators.

All floats are required to remain stationary in their assigned spot at all times. Maximum height for entries is 12.6 feet from the ground. Maximum width is 8.6 feet.

Alcoholic beverages and other controlled substances are forbidden. This includes all stationary floats. Participants consuming said substances prior to or during the parade will not be allowed to participate and will be removed from the line -up.

This is not a commercial parade - please no sales messages.

Adults **MUST** be present with children on stationary floats. Children **MUST** remain seated at all times.

Drivers of motorized vehicles must be at least 18 years of age and have a valid driver license. Proof of insurance is required for all vehicles.

Organized bands, Dance Team, Gymnastics Teams, and Drill Teams must remain in their designated assigned spot at all times.

Due to insurance requirements, equestrian units will not be allowed.

Parade participants must have their own liability insurance. You must have proof of liability vehicle insurance for float inspectors to see.

NO SANTAS! WE HAVE INVITED THE "REAL SANTA"

You are responsible for your entry and following the rules and guidelines. The rules and guidelines are signed by the person in charge of the entry and must be in their possession at the time of inspection. A signed copy of the rules and guidelines must be attached to the signed application.

Please return the signed application and entry fee. Make checks payable to Lake City Rotary and mail or drop off at the following address: **United Way of Suwannee Valley, 871 SW SR 47, Lake City, FL 32025-0433**

Signature _____ Date _____
Name (please print clearly) _____
Organization (please print clearly) _____

2020 CHRISTMAS PARADE SAFETY GUIDELINES

Theme: "Christmas Around The World"

Please check each box to show you have read and understand requirements for participating in the parade.

- An adult must be present when children are standing on a float. Safety rails, barriers or ropes can be helpful in preventing a fall from a float.
- Sirens and horns – they frighten young children and animals as well as compete with musical units and are not in keeping with the parade’s holiday ambiance.
- All vehicles and/or vehicles pulling a float will have a dry chemical ABC rated fire extinguisher of at least 5-lb capacity. The extinguisher can be in the tow vehicle or on the float.
- No refueling of generators will be allowed once the parade is in motion. Personal safety of float riders would be in jeopardy.
- All floats using powered generators will make sure that there are no combustible or flammable materials near the exhaust.
- All tow vehicles or floats using generators in a confined space such as in the bed of a pick-up with a topper shell or camper will not have any riders inside.
- No fireworks or pyrotechnics allowed.
- Float decorations will not interfere with the driver’s field of vision and the operation of any vehicle lights or safety features.
- If there is any potential for inclement weather, be sure that additional warm clothing or blankets are available for all those standing on floats or vehicles.
- No float riders will be allowed to hang feet over the sides of floats. Participants must stay on floats at all times once parade is in motion.
- Electrical and general safety will be observed by all.
- All entries and vehicles must be decorated with lights. All decorations must be "fm" approved, in good repair; no bare wires will be exposed.
- An inverter to power lights is suggested as generators make a lot of noise, however, both are acceptable.
- All extension cords should be rated to carry the current load and have grounding type plugs in place.
- All plug connections should be taped over to prevent from separating or allowing moisture from getting into the connection.
- Power strips should be waterproofed by wrapping them in plastic.
- High intensity floodlights should be kept away from flammable or combustible materials and decorations.
- Some helpful items to bring along are twine, rope, scissors, electrical and duct tape, staple gun and staples, hammer and nails, cordless drill and deck or sheetrock screws and even a roll of baling wire.
- For the human side of this festive event, a thermos of hot coffee, tea or cider can make the evening more pleasant.
- Parade staging/beginning area will have **identified lanes for floats and for dropping off children**. No cars are to be left unattended.
- Parade unloading/ending area will have **designated unloading areas for floats and for picking up children**. All floats must follow the specific instructions in order to participate. Instructions will be provided 5 days prior to parade. Please coordinate with parents on where to park and pick up their children so we get everyone home safely.

LAST BUT NOT LEAST: Thanks to all who wish to participate in this year’s parade. The Lake City Christmas Parade would not be possible without all of your efforts. We do appreciate the help you provide by complying with these simple rules. We all want to make this annual event a safe and fun family night and a wonderful part of the holiday season.

Signature _____ Date _____

Name (please print clearly) _____

Organization (please print clearly) _____

Please print and retain a copy of the application for your records and please share with participants.