



UNION COUNTY
CHRISTMAS
parade

71st ANNUAL

2024 Guidelines and Entry Form

Sunday, November 24th at 2:00pm

In Historic Downtown Monroe

Presented by:



2024 PARADE GUIDELINES

**The 2024 71st Annual Union County Christmas Parade will be held
Sunday, November 24, 2024 at 2:00pm in Historic Downtown Monroe.**

After reading these guidelines, if you have additional questions, please contact Linda Smith at the Alliance for Children (704) 226-1407 or by e-mail: lsmith@theallianceforchildren.org

The parade will begin at 2:00 p.m. Participants must arrive by 1:00 p.m. This is a "Rain or Shine" event! Vehicles not in the parade are advised to park near the Walter Bickett Stadium (see attached map for STADIUM location). PLEASE CARPOOL. The parade will line up on Sunset Drive. The travel route is: Sunset to Hayne, Hayne to Franklin, Franklin to Church, Church to Jefferson, Jefferson to Main, Main to Lancaster, and Lancaster to Washington. The parade dispersal is at Walter Bickett Stadium on Washington Street. Please pull along the side of the road to unload riders from your float. Due to safety concerns, the Monroe Police Department requires that parade participants not leave the floats at any time or place, except when making a complete stop at Walter Bickett Stadium when the parade is over.

The deadline for all entries is November 11th. Late entries received between November 12th to November 18th, are doubled the \$ amount listed. No entries will be accepted after November 18th.

Entries are only valid with payment. Float and vehicle measurements must be strictly followed.

Parade entries may only enter the parade staging area as designated below:

- School groups will line up on North Parker. You will receive an entry number and arrival time prior to the parade date (please include an email address to receive information about your location prior to the parade). Oversized units should arrive by 12:00pm. 20' - 40' units and under should arrive by 12:30. Cars and walkers in the parade should arrive by 1:00pm.
- Floats and units exceeding 30 feet will line up on Washington Street. (Please include an email address to receive information prior to the parade). FLOATS/TRAILERS MUST NOT BE LEFT UNATTENDED!!! DO NOT SHOW UP EARLY, PARK AND LEAVE. FLOATS UNATTENDED MAY RISK LOSING THEIR RIGHT TO PARTICIPATE IN THE PARADE!!!
- The HS marching bands staging area is located in the field adjacent to Bickett Street off of Sunset Drive. (Parking is available at the Walter Bickett Stadium.)
- The horse staging area is located behind the carwash on S. Hayne Street. (Horse entries are limited to 20 horses and will be accepted on a first-come basis.) Please have horses groomed and riders in appropriate attire. All horse riders must sign a separate release form in the packet and have it notarized. Riders must be at least 18 years of age. A negative Coggins for each horse must be included with the entry form. Please also have a copy with you the day of the parade.
- Dog entries are limited to 20 dogs. If a dog fouls the parade route, owners should clean up immediately.
- Car club entries are limited to three cars per club. Each car is considered a separate entry. Additional vehicles may be included in the parade for an additional \$10.00 donation per vehicle.
- Clowns should find a position in the parade line-up and remain in that position. Please do not perform near marching bands, as it interferes with their performance.
- Political candidates or politicians should participate as a group, e.g., UC Democrats or UC Republicans, not as individuals.
- The riding of buses or vans is limited to two (2) per organization.

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- ATVs, go-carts & motorcycles are limited to ten (3) per organization. Each vehicle is considered a separate entry, additional vehicles may be included in the parade for an additional \$10.00 donation per vehicle.
- Union County Public Schools are allowed free entries, with seven (7) entries per high school and three (3) entries per middle and elementary school. As each vehicle is considered an entry, please place multiple queens on one float. Private schools are allowed one (1) free entry.

The parade speed will be set by parade officials. Maintain 20 feet between each unit. Stopping is not allowed at any point during the parade unless directed by police or parade officials stationed along the parade route. Parade officials and Monroe Police Officers will be located throughout the route. Follow their instructions at all times.

Please have your parade vehicle in good running condition and with ample fuel. (The parade lasts approx. 2 hours). All vehicles must be decorated in a holiday theme and provide appropriate holiday music, no suggestive music or dancing will be tolerated. Don't forget to display your organizations signage on your float. It should be printed and decorated in large readable print. Remember that viewers will be approximately 20 feet away.

Important Reminders:

- Any person experiencing COVID like symptoms should stay home.
- For the safety of children and those individuals running in front of moving vehicles **CANDY is only to be distributed by participants walking in the parade. Participants on a float/car shall not distribute candy.**
- Participants **shall not throw any type of objects** from a float/car into the crowd. Violators may be excluded from participating in next year's parade.
- Walkers may hand out candy, coupons, cards, flyers, etc.
- For the safety of participants and fans **absolutely NO stunting, cartwheels, flips, or acrobatic activity** during the parade.
- Because music is part **of many entries, participants shall not blow horns of any kind.**

**Please do not put Santa Claus on your float.
There is only ONE Santa and Mrs. Claus, their float is at the end of the parade.**



No refunds will be issued for parade entry cancellations. Please consider your entry fee a donation to Alliance for Children. We are a 501(c)3 non-profit. This event is a fundraiser.

All commercial entries MUST be decorated in a holiday theme. Any undecorated entry will be asked to pull out of the line-up prior to the parade and not be allowed to participate. Do not leave floats, vehicles, or trailers unattended at any time prior to the parade.

Please share these guidelines with EVERYONE included in your entry.

Thank you for your participation and we look forward to seeing you in the Union County Christmas Parade!

**If your entry is received by the November 11th deadline, you will receive a line-up location by email.
Emails will be sent out the week prior to the parade regarding line-up instructions.**

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Float Driver Information

- The parade speed will be set by parade officials. Maintain 20 feet between each unit. Stopping is NOT ALLOWED at any point during the parade unless directed by police or parade officials stationed along the parade route. Parade officials and Monroe Police Officers will be located throughout the route.
- Follow their instructions at all times.
- Please have your parade vehicle in good running condition and with ample fuel. (The parade lasts approx. 2 hours).
- All vehicles must be decorated in a holiday theme and provide appropriate holiday music. Don't forget to display your organizations signage on your float. It should be printed and decorated in large readable print.
- For the safety of children and those individuals running in front of moving vehicles. **CANDY is only to be distributed by participants walking in the parade.** Participants on a float/car shall not distribute candy.
- Participants **shall not throw any type of objects** from a float/car into the crowd. Violators may be excluded from participating in next year's parade.
- Because music is part of many entries, **participants shall not blow horns** of any kind. Horns scare small children making their parade experience unpleasant. Horns also startle horses in the parade and could cause injury. We want this to be a fun and safe environment for all.
- No tobacco products shall be used by any participant.



2024 PARADE GUIDELINES

Parade Participants

- For the safety of children and those individuals running in front of moving vehicles **Candy may only be distributed by participants walking in the parade. Candy shall not be distributed by participants in cars/floats.**
- Participants are **not to throw any type of objects** from a float/car into the crowd. Violators may be excluded from participating in next year's parade.
- Walkers may hand out candy, coupons, cards, flyers, etc.
- For the safety of participants & fans **absolutely NO stunting/cartwheels/flips/or acrobatic activity** during the parade.
- No tobacco products shall be used by any participant.
- Participants may not get on or get off a moving float during the parade.
- Please be mindful of social distancing with participants on floats and in vehicles.



UNION COUNTY CHRISTMAS PARADE ENTRY FORM

NOVEMBER 24th, 2024

(Must use a separate form for each entry)



Organization Name _____

Contact Person _____

Mailing Address _____

Work Phone _____ Home _____ Cell _____

(ONLY in case we need to reach you on parade day)

E-Mail Address: {REQUIRED FOR LINE UP INFORMATION}

Entry Type: (prices valid only until November 11th, for entries received. November 12th to November 18th the fee is double that listed).

_____ **Parade Sponsor:** (Includes all marketing, VIP opportunities and premium placement in the parade)

_____ **Richey Float:** \$600 (You will have the opportunity to choose your pre-decorated float from photographs)

_____ **Commercial Non-Richey Float:** \$225 (Promotes a business) Early Bird rate of \$175 by Oct.4th

_____ **Non-Commercial Float/Entry:** \$50 (includes churches, scouts, pageant winners, and non-profits)

All "Commercial Business" logos must be covered to be considered a non-commercial entry

See information regarding car clubs / ATV Motorcycle club in parade guidelines

_____ **Horses:** \$30 per horse _____ **Dogs:** \$15 per dog _____ **Additional Vehicle** \$10**

_____ **Public School Entry:** Seven (7) free entries for high schools, three (3) for middle & elementary.

_____ **Private K-12 School:** One free entry; all others \$50.

Entry Description {REQUIRED: do not leave blank} this is to provide enough space in the line-up for your entry.

Walking Group

Car/Truck length: _____ or

Towing Vehicle length: _____ Float length: _____

Individuals Participating: (Include name, title, activities, parents, etc. Use a separate sheet if necessary.)

Sponsors _____

Description of your organization for the parade. (This is your 20 second commercial of what you want people to know about you.)

Please mail, email or fax completed form and entry fee to:

You may also drop off forms at Alliance for Children office:

Alliance for Children
PO Box 988, Monroe, NC 28111
lsmith@theallianceforchildren.org

2661 W. Roosevelt Blvd. Suite A Monroe, NC 28110
Phone: 704-226-1407 Fax: 704-226-1369

Please make checks payable to: Alliance for Children or on
Donate at: <http://theallianceforchildren.org>

PARADE AGREEMENT

I acknowledge that I have received, read, and reviewed the 2024 Union County Christmas Parade information packet and understand all the rules and guidelines provided by the Alliance for Children.

I understand that candy may only be handed out by participants walking along the parade and shall not be distributed from any moving vehicle, motorcycle, or float.

I understand that nothing may be thrown from a moving vehicle into the crowd.

I understand that no horns are to be blown.

I agree that all individuals affiliated with my entry that are riding will remain in the vehicle or on the float at all times. Participants may not get on or get off a float during the parade.

I also acknowledge that the Alliance for Children reserves the right to make changes or additions to the rules and guidelines at any time. I will be notified of these changes.

RELEASE AND WAIVER OF LIABILITY:

Pursuant to the requirement by the North Carolina Department of Transportation for use of state roads and in consideration of my being allowed to participate in the 2024 Union County Christmas Parade, I hereby, for myself, my heirs, anyone entitled to act on my behalf, and any riders on my float/vehicle, release and discharge the NC Department of Transportation, City of Monroe, and Alliance for Children, its officers, agents, and employees from any and all claims of damages, loss, injury or liabilities of any kind suffered by me or my riders as a result of my participation in the parade. I assume all risks associated with participating in the event, including but not limited to personal injury and damage to personal property. The undersigned will indemnify and reimburse Alliance for Children in full for all expenses, including attorney fees, it may incur by means of its defense.

The undersigned has read the above and understands that this is an unconditional release and indemnity agreement. The undersigned is 18 years or older, under no disability and has not signed on reliance or any representation contrary to the agreement set out above. The undersigned acknowledges he/she is authorized to execute this on behalf of the organization.

YOU MUST SIGN AND DATE THE AGREEMENT

Organization, Company, Club, or other entity

Date

Name of individual or organization representative:

By checking this box, I agree to the terms above

Please mail, email or fax completed form and entry fee to:

Alliance for Children
PO Box 988, Monroe, NC 28111
lsmith@theallianceforchildren.org

You may also drop off forms at Alliance for Children office:

2661 W. Roosevelt Blvd. Suite A, Monroe, NC 28110
Phone: 704-226-1407 Fax: 704-226-1369

Please make checks payable to: Alliance for Children or on
Donate at: <http://theallianceforchildren.org>

RELEASE AND INDEMNITY AGREEMENT

(FOR HORSE RIDERS ONLY)

The undersigned, in consideration of the grant of permission to participate in the Alliance for Children function designated as the 2024 Union County Christmas Parade to be held November 24, 2024 does hereby release and waive any and all claims that (he, she, or our company, our club, or organization) has or may hereafter claim to have for itself or anyone claiming by or through the undersigned for damage or injury, direct or indirect, known or unknown, now or hereafter arising, said release to be in favor to the Alliance for Children, its members, employees, agents, officers, and directors.

Further, the undersigned, for the same consideration agrees that it will hold harmless protect and indemnify the Alliance for Children, its members, employees, agents, officers, and directors at the sole expense off the undersigned from any and all claims, demands, liens, attachments or judgments which now or hereafter arise from the participation of the undersigned in the above– named activity, whether such action is direct or indirect. The undersigned will indemnify and reimburse the Alliance for Children in full for all expenses, including attorney’s fees, it may incur by means of its defense.

The undersigned has read the above and understands that this is an unconditional release and indemnity agreement. The undersigned is of legal age, 18 years or older, under no disability and has not signed on reliance or any representation contrary to the agreement set out above.

YOU MUST SIGN AND DATE THE AGREEMENT IF YOU ARE ENTERING A HORSE IN THE PARADE

Signature of Participant

Date

_____ County, North Carolina

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the fore-going document:

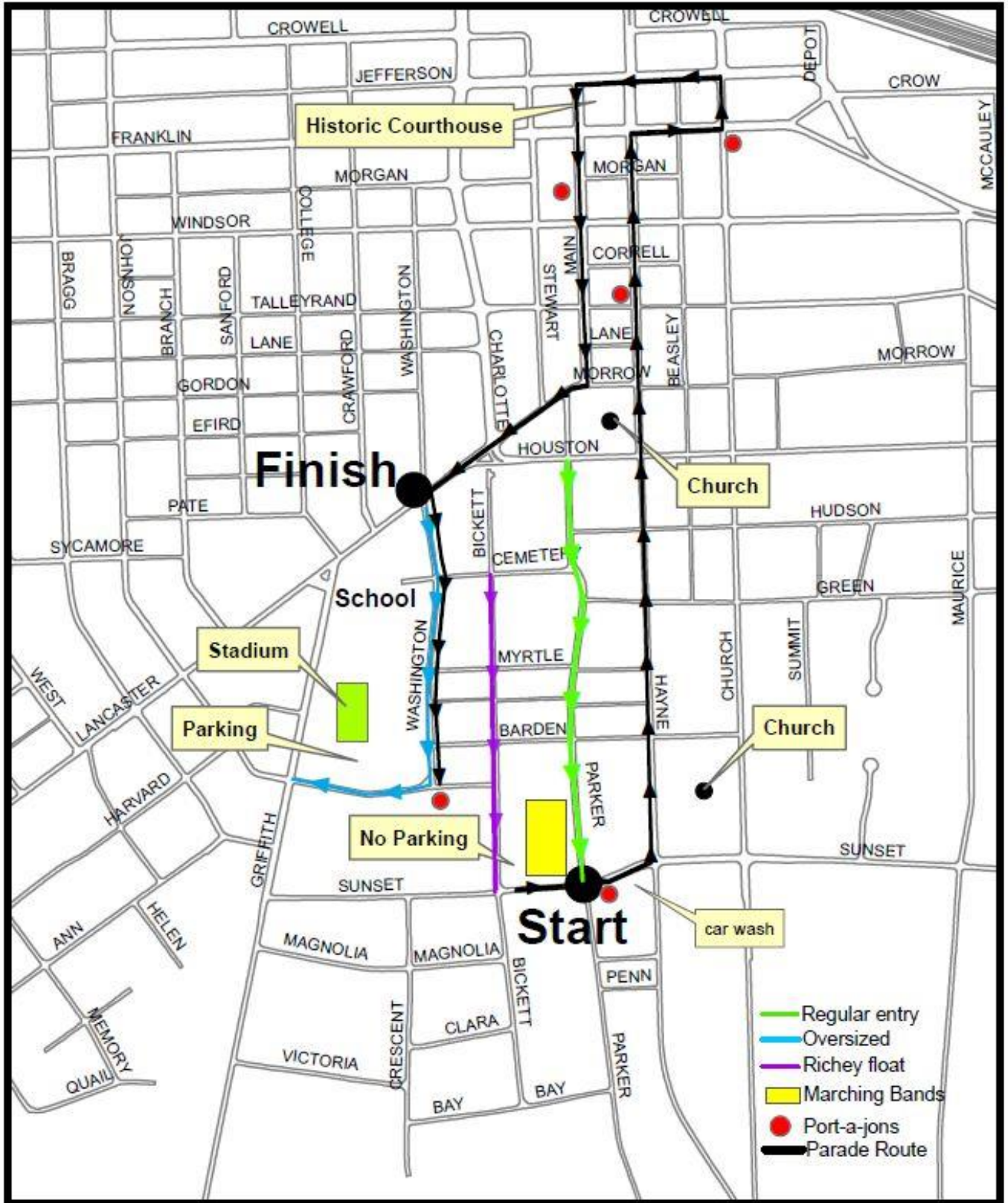
Official Signature of Notary Public

Date

My Commission Expires: _____

Official Seal

CHRISTMAS PARADE LINE UP



CHRISTMAS PARADE LINE UP