

Warrenton Christmas Parade

PO Box 396 Warrenton, Virginia 20186

October 2015

Dear Potential Warrenton Christmas Parade Participant,

The 29th annual Warrenton Christmas parade will take place on Friday, December 4, 2015, at 6 p.m. in Warrenton, Virginia. The parade will depart from the intersection of 6th Street and Main Street then continue west to Pelham Street. Regardless of the weather, the show must go on as it did last year.

Again this year the parade will be at night allowing participants to decorate their floats with hundreds of Christmas lights to illuminate Main Street Warrenton as the parade passes by excited children of all ages. This year there are several other projects in the works to enhance this first joyous celebration of the season. Join Santa Clause after he glides down Main Street in his one horse open sleigh and lights the Christmas tree with the Mayor, then continue down to the end of the parade route.

For many Fauquier residents these annual holiday events kick off the Christmas season. Please visit our website www.warrentonchristmasparade.com for regular updates and additional information.

All registration materials to include a signed liability waiver/indemnity agreement, signed rules of participation and registration form must be received before November 13, 2015. There is a registration fee this year for local businesses that wish to participate in the parade. Please read the registration requirements in their entirety. All completed packages should be completed online or sent to:

**Warrenton Christmas Parade
BOX 396
Warrenton, VA 20188**

Registration Requirements and General Information

Registration Deadline: The registration deadline is **November 13, 2015**. Space is limited so please mail in your information early!

Registration Form: To help us coordinate parade line-up order, please complete the registration form carefully before mailing. The information you supply will better help us to plan and facilitate the flow of the parade.

Entry Fee: There will be a participant fee of \$50 for all businesses that wish to enter the parade line-up. The money should be included when you submit your participant application. This fee doesn't apply to non-profit groups or businesses that are sponsors of the parade.

Parade Route: The Christmas parade is one of the largest parades in Warrenton so we do have an EXTENDED route this year! The parade will step off at 6:00 p.m. at Sixth Street and Main Street then proceed west down Main through Courthouse Square onto Waterloo Road to Pelham Street. Participants will be directed by law enforcement to turn left onto Pelham Street and disperse. We are encouraging spectators to stand/sit along the entire parade route so please help spread the word!

Line Up: You will receive your line-up position by mid-November. Line-up spots will be staggered, down Main Street from Sixth Street back down Falmouth Street to East Lee Street. Line-up will start at 4:45 p.m. and all entries need to be in place by 5:45 or risk elimination. All floats shall enter the line-up from East Lee Street and Falmouth Street.

Each entry will be provided a number for the line-up area. This number will correlate to a reserved spot in the staging area set aside for your group to gather and prepare for the parade. Your number will also dictate your order in the parade.

Check-In Area: There will be a check in table at the intersection of Sixth Street and Main Street. Please have a representative of your group check in here to ensure that your group paperwork is in order and accurate.

Inclement Weather Policy: In the event the decision is made to cancel the parade due to unfavorable weather conditions, the parade will NOT be rescheduled. Please check our website at www.warrentonchristmasparade.com if there is inclement weather for more information.

Participant Drop Off: The line up area will be VERY crowded the evening of the parade. We cannot have vehicles, other than those entered in the parade, in the line-up area. Please coordinate a meeting point with your participants. The point should be near to the line-up area, but away from the congestion where your group can assemble and move on to the line up together.

Floats and Other Large Vehicles Registered in the Parade: Only registered parade floats/vehicles may enter off Meetze Road and turn right onto Falmouth Street to get to your line-up position. NO OTHER personal vehicles will be allowed. A map of the line up area will be provided to each entry. Each entry will be assigned a number that will correspond to a spot specifically set aside for your group.

Participant Pick Up after Parade: The parade will turn left onto Pelham Street, which marks the end of the parade. (Do NOT stop at Ashby Street--keep going and entertaining the spectators!) Entries should continue to the end of Pelham Street and disperse. All floats shall proceed off Pelham Street after passengers disembark. Be sure to inform your participants of the pick-up location and follow the direction of law enforcement officers.

Entertaining During the Parade: It is VERY important to keep the parade flowing! Do NOT stop in front of the Grand Stand to perform or anywhere on the route as it will delay the arrival of Santa Claus. Instead, your group should perform ALL along the parade route for the spectator's enjoyment!

Animal Entries: For entries with animals, you must provide a clean-up crew for animal waste. Waste must be removed as you move along the parade route. The pedestrians following will appreciate your efforts! NOTE: Any entry at line-up that does not bring equipment for this purpose will be excused from the parade.

Entrant Awards: Certificates and bragging rights will be awarded for three categories this year.

- The Clarke Griswold Award (most illuminated entry)
- Most Original Holiday Entry
- Judges Choice Award

Santa and Mrs. Claus: Remember, there is only one Santa in the parade. Please do not include one in your entry.

2015 WARRENTON CHRISTMAS PARADE
LIABILITY WAIVER/INDEMNITY AGREEMENT
AGREEMENT OF RELEASE

The undersigned will appear in the Warrenton Christmas Parade on Friday, December 5, 2014 on or in various public streets, parts, and other property owned and/or controlled by the town of Warrenton, Virginia and or the Commonwealth of Virginia.

The parade is given as a civic endeavor organized by unpaid volunteers who donate their time and efforts as a public service to the citizens and visitors of Warrenton; therefore; I (both individually and on behalf of the members of the group or organization for which this waiver and indemnity is executed) hereby assume any and all risks for myself and all individuals in my organization associated with participating in the events and particular activities that I agree to undertake, including but not limited to negligent or reckless acts by other participants and volunteers, all such risk being know and appreciated by me. I also agree to abide by the "Rules of Participation" as set forth by designed officials and supervisors.

Knowing these facts, and in consideration for being permitted to participate in the parade, I hereby, for myself, and on behalf of the members of my organization and my heirs, executors, administrators, successors, assigns, or anyone else who might claim on my behalf, covenant not to sue, and waive release and discharge the organizers, directors and/or members of the Warrenton Christmas Parade, the Town of Warrenton, or the Commonwealth of Virginia, any and all parade sponsors, volunteers and each of them, their officials, agents, designated event supervisory personnel or anyone acting for or on their behalf, from any and all losses, costs (including without limitation, litigation costs, and attorney fees), claims, damages, suits, actions, demands, liability, and expenses in connection with loss of life, personal injury and/or property damage of any kind whatsoever, in law or in equity, arising out of or in the course of my participation in the event.

The undersigned does hereby release his/her voice, biography, audio/visual clips and likeness(es) solely in connection with the promotion, advertising for this year and subsequent parades, and archival use of the Parade (including print, radio, television, and Internet advertising and promotions, including promotional materials). The undersigned hereby grants the Warrenton Christmas Parade the right to broadcast, and or to authorize others to broadcast, via radio, television, cable television, Internet, or otherwise solely for the purposes of promoting the Parade. Undersigned acknowledges and agrees that prior to, during or after the Parade, producers may, but will not be obligated to, disseminate information and various materials concerning the Event via the Internet, various online services or through other means or media.

The undersigned hereby accepts sole responsibility (for his/her entire organization) for the conduct and operation in the parade. The undersigned agrees that he/she/it will not involve or conduct itself in any manner that would negatively impact the good reputation of the parade. The undersigned agrees to be legally bound hereby.

Name _____

Name of Organization _____

Address _____

City _____ State _____ Zip _____

Signature _____ Date: _____

(Must be signed by person 18 years or over)

2015 Warrenton Christmas Parade
Certificate of Participation
RULES OF PARTICIPATION

To ensure the safety and enjoyment of all our participants, volunteers and spectators, the following RULES will apply. Please read carefully!

All individual participants:

- Keep your eyes and ears open at all times and use good common sense.
- **Only vehicles that will be participating in the parade are allowed on, or along, the parade route.** Participants must be dropped off away from the line-up area.
- Young participants must have adult supervision at all times.
- Each Entry will adhere to the line-up schedule and order.
- Please follow the directions of the parade marshals, who are volunteers. They will be in fluorescent safety vests assuring the proper line-up and keeping the parade moving.
- **Throwing, tossing or passing out of anything (i.e. candy, peanuts, balloons, etc.) from floats/vehicles is strictly prohibited!** Handing out, NOT throwing items is permitted to persons at curbside. If items drop in the street, they must be picked up immediately. No items are to remain on the parade route, to avoid someone running onto the parade route and getting injured.
- To avoid risk of fire, Smoking is NOT allowed in the staging areas, or along the parade route.

Entries: In consideration of participation in this event, it is assumed and agreed that the individual, business or organization named below, will make provisions to ensure that all of their equipment and decorations are safe during the event, and that it is the responsibility of the individual, business or organization to see that this criteria is met.

- Entrants must ensure that vehicles and equipment be in compliance with all federal, state and local mandates; and be in good safe operating condition.
- All drivers must be at least 18 years old, have a valid driving license, be licensed to operate the vehicle class they will be driving, have full liability insurance coverage, and will operate their vehicles in a safe, responsible manner.
- Every vehicle towing a float must have an easily accessible portable fire extinguisher on board.
- **USE OF FIRE, SMOKE OR FLAMES OF ANY TYPE IS STRICTLY PROHIBITED!**
- Entries with horses---Riders/Owners must assume all responsibility (risk of injury and liability) associated with their participation in the parade. We highly recommend that you obtain special event liability insurance for the parade.
- Entries with animals must provide a clean-up crew with supplies that walks along following behind the Entry to remove animal waste. If an entrant does not provide a clean-up crew, they will be removed from the parade.
- There are NO performance locations. Entries should perform all along the parade route.
- There is only ONE Santa Claus and Mrs. Claus in the parade; please do not include in your entry.

The undersigned hereby accepts sole responsibility (for his/her entire organization) of ensuring all rules and regulations for the parade are followed. The undersigned agrees that he/she/it will not involve or conduct itself in any manner that would negatively impact the good reputation of the parade.

Name _____

Name of Organization _____

Address _____

City _____ State _____ Zip _____

Signature _____ Date: _____