

Dear Parade Participant,

Please note that we have made several changes to the application for entry to the parade. This is partly based on feedback from previous years but also from an over whelming amount of entrants in last year's parade. Our goal is to make it an easy and fun experience with open lines of communication.

This year we are also announcing a contest for:

Most Lights, Best Creative +/-or Craftsmanship, Most Holiday Spirit

One of the above will also be named Best in Show!

Prizes will be free entry and priority placement in the 2018 parade, entrants name/ business info included in press release & our social media, a modest trophy and best of all bragging rights for 1 year!

More details on the contest will follow your receipt of the application. Please note: Your email address will only be used for parade purposes. So get ready with your biggest, brightest & most festive lights! Pick a movie theme, a color theme, load your entry down with the "most lights" or dress up your walkers in matching crazy costumes. Even better, do all of the above!

As in years past, we need to stress, for safety reasons, **throwing of any item including candy is strictly prohibited**. The children get so excited to see it and go after it that they tend to put themselves in harm's way to get it. We encourage you to **HAND** out candy but bring enough walkers to do it without compromising safety.

The first page of the application is to be turned in to City Hall by Nov. 30, 2017. You will receive one confirmation phone call to your parade day contact phone number once the application is received.

The second page is yours to keep for future reference and use on parade day. Please do not hesitate to utilize the contact information if you have any questions.

Lastly, we can't wait to see what kind of creative, crazy, colorful ideas you bring to the 2017 Lighted Parade!

Thank you so much for your interest and participation in this event!

Good Luck & Enjoy,

Melinda Salchert

Special Event Coordinator

City of Mt. Pleasant

msalchert@mt-pleasant.org

989-779-5439

**Mt. Pleasant Christmas Celebration
Lighted Parade Application
Saturday, December 2nd, 2017 (6:00pm)**

Entrant/Group Name _____

Email _____ Phone _____

Address _____

Contact Person (day of parade) _____ Contact Phone _____

Primary Contact Email _____

Type of Entry (ALL entries must have festive lights):

____ Car / Truck with trailer	____ Marching band (w/ # of people) _____
____ Car / Truck	____ Bus / Motorhome / Box truck
____ Semi Truck WITH trailer	____ Semi Truck WITHOUT Trailer
____ ATV / UTV	____ Tractor
____ Animal drawn cart / buggy / wagon	____ Bicycle / other non-motorized

Approx. # of walkers (max 20) _____ handing out candy / other items? (Please circle) YES / NO

Animals: type / # _____ (Animal clean-up personnel required to follow entry)

Will you have music? (Please circle) YES / NO LIVE / RECORDED

Other details about your entry that may be helpful for us to know ahead of time:

Please mail, fax, or email or drop off THIS SHEET by the deadline of November 30th to:

Christmas Celebration Lighted Parade
City Hall, 320 W. Broadway St., Mt. Pleasant, MI., 48858
Fax: 989-773-4691 Email: msalchert@mt-pleasant.org

FEE: Businesses -\$10.00 payable to City of Mt. Pleasant; Non-Profits - FREE

Application Contact Information:

Melinda Salchert, *Special Event Coordinator*, City of Mt. Pleasant, 989-779-5349, msalchert@mt-pleasant.org

HOLD HARMLESS AGREEMENT: We hereby agree to indemnify and hold harmless the City of Mt. Pleasant, the organizers and sponsors from any liability arising from injury or loss resulting in bodily injury or property damage to any member of this organization from our participation in the 2017 Lighted Christmas Parade to be held in Downtown Mt. Pleasant, MI., on Saturday, December 2, 2017.

Signature _____ Print Name _____ Date _____

INFORMATION FOR ENTRANTS TO KEEP:

Application Contact Information: Melinda Salchert, *Special Event Coordinator*, City of Mt. Pleasant, 989-779-5349, msalchert@mt-pleasant.org *You will receive one confirmation phone call (to your contact persons phone #) to notify you that your application has been received. - Thank you for participating!

Parade Lineup Contact Information: Jack White, *Volunteer Parade Organizer*, 989-698-6897, navigatejack@gmail.com

****ALL ENTRIES WILL BE CONTACTED VIA EMAIL A FEW DAYS PRIOR TO THE PARADE WITH ADDITIONAL DETAILS FOR ENTRY AND ARRIVAL CONFIRMATION. FEEL FREE TO CONTACT JACK WHITE WITH ANY LAST MINUTE QUESTIONS YOU MIGHT HAVE.****

Arrival Time and Location: Please arrive between 4:30-5:30pm on Dec. 2nd, unless specified otherwise, via Main Street. We'll have cross streets blocked off so please enter the Main Street staging area via at High Street. Once you're in the staging area, Main between High and Illinois, you'll be able to park your parade entry. Once parked please check-in with Volunteer Parade Organizer Jack White and his team of volunteers. They will be wearing reflective safety vests and will place you in the parade line up. Parade participants hoping to park cars in the First United Methodist Church parking lot should enter the lot via S Washington St or park on surrounding neighborhood streets.

****Please attempt to reduce vehicle lights down to parking lights if you can safely do so while in the parade. This helps showcase all the colorful lights used on all parade entries. ****

Parade Route: From the Church you will proceed north on Main St. turning RIGHT onto Broadway St. proceeding east turning RIGHT onto Lansing St. where you may exit the parade. For those parade entries who wish to loop back to Main Street, please continue all the way to Cherry Street and turn onto Main or the parade may loop back onto itself. ****REMINDER:** Turn vehicle headlights back ON after you leave the parade route.

Guidelines:

- All Entries MUST use festive holiday themed lights. Invertors and generators are allowed. You will not be permitted in the parade without festive LIGHTS.
- No entries depicting political organizations, candidates or controversial issues will be permitted.
- Volunteer Parade Organizers and staff reserve the right to remove any unit from the parade for any reason, at any time, without notice or cause.
- Alcoholic beverages & controlled substances are not tolerated on parade route or in staging area under any circumstances. Anyone under the influence of a substance will be required to exit the area immediately.
- All entries must be properly identified with the organizations name. This is not a commercial parade - so please no sales messages – but we do want you to showcase who you are!
- Adults are to be present at all times when children under 18 accompany or occupy an entry.
- All entrant passengers are to remain seated while the parade is en route. This includes moments of pause.
- All drivers must be 18 years of age with proof of valid driver's license.
- Equestrian and animal units must provide adequate clean up staff to follow your group. PLEASE plan for this out of consideration for parade entries that are behind you.
- Any and all Santa and Mrs. Claus costumes are strictly prohibited and will not be allowed. We will provide "THE" Santa and he will end and close the parade.

No items, including and especially candy, are permitted to be thrown from any entry at ANY time during this event. You are encouraged to bring walkers to safely hand out candy and/or other items.