

25th Annual Holiday Light Parade

& After-Parade Bonfire

Saturday, November 26, 2022

Parade begins at 6:00 pm SHARP!

Official Entry Form

The Prescott Downtown Partnership welcomes your participation in the parade and after-parade bonfire immediately following at Mile High Middle School field. Enjoy the bonfire, Christmas music, reindeer races for the kids, and display your float/entry while parked around the field. Judging will take place at the field following the parade.

Application, fee & commentary, deadline is

Friday, October 21, 2022

Once your entry is received, you will receive your staging information via email. All entries are eligible to win cash prizes. A panel of judges will be on the field at Mile High. *BE SURE the number given to you at check-in is illuminated with a flashlight or other means and is facing the announcers station.* Every block will have announcers and will be talking about you and your entry. *HAVE FUN, BE ANIMATED AND GET NOTICED!*

CATEGORIES

CASH AWARDS TO WINNERS

1st place – JUDGES CHOICE \$500

JUDGES CHOICE - RUNNER UP \$350

Additional Award Categories \$175

Friends & Family Spirit Award

Spirit of Service, Non-profit

Spirit of Business (Corporate)

Spirit of Business (Small Business)

Holiday Youth Spirit Award

WINNERS will be notified by phone after the parade * No entry will receive more than one award *

Prescott Downtown Partnership (928) 443-5220 PO Box 3801 Prescott, AZ 86302-3801

Info2@prescottdowntown.com

General Rules

In order to maintain the quality of the parade and to ensure the safety of the participants and spectators, please follow these rules:

NO Santa's allowed with your entry. SANTA will be selected by PDP, Inc. and will be the finale on our sponsors float!

Cover your entry with lights!

For safety reasons, throwing candy or giveaway items from your float or vehicle is not permitted.

Walkers handing out candy is prohibited.

Use of alcohol, tobacco, or drugs is strictly prohibited.

Unauthorized solicitation of any kind is not permitted.

Due to insurance liability, horses are not allowed in the parade.

Display and illuminate the assigned number given at check-in. BE SURE to display the number to the announcer's stations on each block . (ALL announcer's stations are on the right side of the street, except the 100 block N. Montezuma) This is the only way they can identify your group. *Engage the 6 announcer stations for more attention! Be animated! They will be reading your Commentary.*

After-parade festivities and judging at Mile High Middle School immediately following the parade!

- ❑ **No entries deemed controversial. The Holiday Light Parade Committee makes the decision on the determination of "controversial," which is final.**
- ❑ **5. No "Politically" themed floats carrying a political message.**
- ❑ **Only invited elected officials will be allowed to participate in the parade.**
- ❑ **6. This is a family oriented parade and entries must reflect that.**

Failure to comply with these rules will result in forfeiting parade entry.

❑

Walking / Costumed Entries

All costumed groups should have some type of lighting in order to enter the parade. Hand-held accessories, headpieces, instruments, etc. should be outlined or accented with lights. Glow sticks, solar powered or battery-operated pins, LEDs or flashlights are acceptable. Marching bands are exempt from this rule.

Only U.L. approved wiring, lights and batteries may be used.

For safety reasons, only lights powered by dry cell batteries may be used for individual costumes.

Pets in the parade must be on a leash. (Clean up after your pet)

Chaperone ratio: Minimum requirement: There must be at least 1 adult for every 20 children. Chaperones are required to dress in the unit's uniform or costume.

Children 8 years or older will be allowed to march in the parade

In order to keep the parade moving smoothly, entries will not be permitted to stop or perform reverse marches on the parade route. Failure, by any participant or parents of participants, to obey any police officer or parade official will be cause for removal of entry from the parade. Violators of any portion of these rules will not be accepted in future Holiday Light Parades.

Float Guidelines

Your float entry should include a minimum of 60% of the visible area in lights. (Suggest 2" apart)

Play holiday music throughout the parade.

Float riders shall be illuminated by a flood or spot type light to ensure visibility; Maximum height allowed for any entry is 13.5' feet and maximum 8' feet width. Anything higher cannot safely navigate the streets. Oversized vehicles to obtain permits from the Prescott City Hall, Traffic Engineering Department. Use Flame retardant materials for Float.

Windshields of vehicles must not be totally masked, obscuring the vision of the driver.

Ensure wiring is properly secured to prevent mechanical damage and injury to float riders.

Connections must be made with U.L. approved electrical boxes and devices. Portable generators or compressors used on the float must be securely mounted. A minimum of 12" must separate any part of the generator/compressor from combustible materials.

All floats will be subject to inspection by Parade Officials who may, at their discretion, enlist assistance from other agencies.

Generators / compressors must be equipped with firmly attached exhaust systems that terminate either into a common exhaust serving the vehicle or in the same manner as vehicle exhaust.

TEST LIGHTS & MUSIC BEFORE COMING TO THE STAGING AREA, THEN AGAIN WHEN YOU ARRIVE

If you are having a problem or delay, **PLEASE NOTIFY your staging person immediately.** They will adjust your placement in the parade lineup, and communicate your new position with the announcers and Judges.

Questions, please call (928) 443-5220

Prescott Downtown Partnership, Inc. info2@prescottdowntown.com

Holiday Light Parade & After-Parade Bonfire

Saturday, November 26, 2022 @ 6PM

Name of Organization or Group: _____

Contact Name: _____

Mailing Address: _____

City: _____ Zip: _____ Phone: _____ Cell: _____

Email address: _____

Circle one: **NON-PROFIT or FAMILY - \$35**

COMMERCIAL - \$50

PDP Members -\$25

Date rec'd _____

Check # _____ Amt: _____

Credit card # _____ EXP _____ CVV# _____

Name on Card _____ Signature _____

Billing address: _____ Zip Code _____

(note: 3% processing fee for CC)

Email or Mail application, Announcer's Commentary & check payable to PDP, Inc to:
PDP, Inc.

P.O. Box 3801
Prescott, AZ 86302-3801

I/We hereby release the Prescott Downtown Partnership, Inc. and the City of Prescott, and their agents and employees, from any and all liability on account of personal injury or property damage caused by theft, fire, public catastrophe, act of God, or any other cause in regard to my/our participation in the Prescott Light Parade. I/We agree to indemnify and hold the Prescott Downtown Partnership, Inc. and the City of Prescott, and their agents and employees, harmless from any loss or damage suffered on account of any action, inaction or negligence on my/our part in regard to my/our participation in the Light Parade. I/We acknowledge that I/we are responsible to monitor and supervise each and every person participating in the Light Parade in association with our entry in the parade. I/We also acknowledge that all equipment used in conjunction with the parade entry is in good repair and operating in a safe manner. I/we understand and agree that our own medical, health and/or disability insurance will be used in the event of an injury, and that if I/we have no such insurance, then I/we will be directly responsible for any medical costs incurred as a result of participation in the Light Parade. I/We have read and clearly understand this document and my/our responsibility to abide by all of the rules and that failure to do so may result in ejection from participation in the current Light Parade and disqualification from future Light Parades. If this document is being signed on behalf of an organization, the undersigned hereby personally guarantees that he/she is duly authorized to bind the organization to the terms of this document.

Signature: _____ Date: _____

Print Name: _____

Announcer Commentary

The following information will be used to identify and describe your entry for the spectators. **The more information you provide, the better exposure you will receive. There will be 6 Announcer's stations along the route.**

Please print or type (Attach additional sheet if necessary)

Company / Organization: _____

Family or Individual: _____

Number of Years Participating in the Light Parade including this year: _____

Contact Name: _____

Best phone number to reach you: _____

Name by which you want your entry to be identified to the public:

Description/Type of Entry; (example: 2 cars, trucks, trucks with trailers, golf carts, # bicycles, # of walking, marching)

Number of vehicles and marchers: _____

Estimated length of entry: this will help us at the staging area. _____

Company or Organization, Give short description or mission statement with history of your organization and purpose:

If Family or Individual, provide any information you'd like to share about you and your entry:

Please provide any other interesting things we might share about you, your organization, or your entry, including your Christmas or holiday message to the public.

If you have any questions, please call (928) 443-5220 Prescott Downtown Partnership, Inc.
info2@prescottdowntown.com

Prescott Downtown Partnership, Inc.
Prescott's 24th Holiday Light Parade
P.O. Box 3801 Prescott, AZ 86302-3801

APPLICATION