

**“SIMPLY CHRISTMAS”**  
**OFFICIAL PARADE APPLICATION**  
REGISTRATION DEADLINE: NOVEMBER 30, 2009

**SPONSORED BY CHAMBER OF COMMERCE AND CITIZENS OF DINWIDDIE COUNTY**  
**<<<\$20.00 REGISTRATION FEE WILL BE USED FOR OUR SCHOLARSHIP FUND>>>**  
**DATE: SATURDAY, DECEMBER 12, 2009 (Rain Date: Sunday December 13, 2009)**  
**TIME: 2:00 p.m.**

NAME OF ORGANIZATION: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ **EMAIL** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ DAY: \_\_\_\_\_ EVENINGS \_\_\_\_\_

**\*** IN THE EVENT OF INCLEMENT WEATHER ARE YOU ABLE TO PARTICIPATE ON SUNDAY, DEC. 13 Y\_\_ N\_\_

TYPE OF ENTRY:     BUSINESS ENTRY         CIVIC ENTRY (4-H, etc.)         INDIVIDUAL ENTRY

ENTRY WILL INCLUDE: (Check ALL that apply- ex. Tractor/trailer type float, Truck pulling a homemade float, horses and farm tractor as one unit):

- |   |                                      |  |  |
|---|--------------------------------------|--|--|
| <input type="checkbox"/> HOMEMADE FLOAT | <input type="checkbox"/> AUTO #_____ | <input type="checkbox"/> PROFESSIONAL FLOAT                            | <input type="checkbox"/> TRACTOR/TRAILER     |
| <input type="checkbox"/> COUNTY VEHICLE | <input type="checkbox"/> TRUCK#_____ | <input type="checkbox"/> HORSE/PONIES #_____                           | <input type="checkbox"/> FARM TRACTOR #_____ |
| <input type="checkbox"/> MARCHING UNIT  | <input type="checkbox"/> BAND        | <input type="checkbox"/> CHARACTER (Walking Unit) Appx. # people _____ |  |

DESCRIPTION OF ENTRY: \_\_\_\_\_

\* FLOATS WILL BE JUDGED. AWARDS WILL BE PRESENTED: December 14<sup>th</sup> at Dinwiddie County Airport 6:30 PM

***THIS INFORMATION MAY BE USED IN THE PARADE PROGRAM!!!!!!***

NUMBER OF PEOPLE IN UNIT: \_\_\_\_\_ NUMBER OF VEHICLES/FLOATS/TRAILERS, ETC: \_\_-  
\_\_\_\_\_

TYPE & # OF EACH VEHICLE IN ENTRY DESCRIPTION ABOVE: \_\_\_\_\_

**REGISTRATION APPLICATION AND \$20.00 PAYMENT(per entry) TO BE MAILED TO:**

**DINWIDDIE COUNTY CHRISTMAS PARADE**

*Attn: Chamber of Commerce*

1311 Sutherland Road Church Road, VA 23833

**OR DROP OFF AT EASTSIDE ENHANCEMENT CENTER AT: 7301 Boydton Plank Road -Petersburg, VA. 23803**

**NOTE: DINWIDDIE COUNTY RESERVES THE RIGHT TO SELECT PARADE PARTICIPANTS!!!**

**A PARADE PARTICIPANT REPRESENTATIVE MUST ATTEND THE **MANDATORY LOGISTICS MEETING AT 6:30 P.M. MONDAY, November 30, 2009 AT THE EASTSIDE COMMUNITY ENHANCEMENT CENTER, 7301 BOYDTON PLANK RD.****

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**OFFICIAL PARADE APPLICATION**

REGISTRATION DEADLINE: NOVEMBER 30, 2009

**PLEASE READ AND SIGN THE REVERSE SIDE (page two) OF THIS APPLICATION**  
**IMPORTANT INFORMATION**

**CERTIFICATE OF PARTICIPATION**

In consideration of participation in this activity, it is assumed and agreed that the named individual or organization will wear the proper clothing and make provisions to ensure equipment is safe during the activity and that it is the responsibility of the individual or organization to see that this criteria is met. I grant permission to transport the participant to and from the parade route when required and hold harmless those assigned to transport.

I also agree to allow transportation of the participant(s) to the nearest physician or hospital for medical treatment and agree to allow for immediate first aid to injured participant(s) when deemed necessary.

This statement is given in the event my/our actions in the participation of the above mentioned should cause any liability to Dinwiddie County Chamber of Commerce and/or its co-sponsors.

***PLEASE READ CAREFULLY AND SIGN BELOW:***

- 1. ALL PARTICIPANTS MUST READ AND AGREE TO THE “CERTIFICATE OF PARTICIPATION”.  
\*\*A WAIVER FOR EACH PARTICIPANT MUST BE PRESENTED AT PARADE DAY CHECK-IN,  
SIGNED BY EACH PARTICIPANT/PARENT OR LEGAL GUARDIAN.**
- 2. ENTRIES WITH HORSES MUST SUPPLY A COPY OF INSURANCE INDICATING LIABILITY  
COVERAGE. RISK OF INJURY IS SOLE RESPONSIBILITY OF RIDER/OWNER.**
- 3. THROWING OR TOSSING OUT OF ANYTHING (i.e. CANDY, PEANUTS, BALLOONS, ETC.) FROM  
FLOATS/VEHICLES IS STRICTLY AS FOLLOWS: APPROVED ITEMS MAY BE DISTRIBUTED BY  
REPRESENTATIVE WALKING ALONG THE UNIT, PROVIDED THAT THEY ARE AT THE  
ROAD’S EDGE. ANY CANDY/ITEMS THAT FALLS ON THE PARADE ROUTE MUST BE  
QUICKLY PICKED UP TO AVOID SMALL CHILDREN RUNNING AT FLOATS OR UNITS.**
- 4. PERFORMANCE LOCATIONS HAVE BEEN PLANNED ALONG THE PARADE ROUTE AT THE  
JUDGES STAND, AND UNITS SHOULD PLAN DEMONSTRATIONS ACCORDINGLY. **A  
MAXIMUM OF THREE (3) MINUTES WILL BE GIVEN TO EACH UNIT FOR PERFORMANCE. ANY  
UNITS NOT AT LEAST STOPPING IN FRONT OF THE JUDGES STAND WILL NOT BE JUDGED.****
- 5. ALL FLOAT ENTRIES MUST FOLLOW THE FIRE & SAFETY REQUIREMENTS AS OUTLINED.**
- 6. NO BURN OUTS OR LAYING RUBBER WILL BE ACCEPTED. DEPUTIES / SECURITY WILL BE  
ALERTED AND APPROPRIATE ACTION WILL BE TAKEN, THIS COULD RESULT IN CRIMINAL  
CHARGES.**

**I HAVE READ FULLY THE CONTENTS OF THIS PACKAGE. I UNDERSTAND AND AGREE THAT IF  
APPROVED TO PARTICIPATE IN THE DINWIDDIE COUNTY CHRISTMAS PARADE, IN DINWIDDIE  
COUNTY, ALL LAWS OF THE COUNTY OF DINWIDDIE, COMMONWEALTH OF VIRGINIA AND  
DINWIDDIE PUBLIC SAFETY WILL BE FOLLOWED.**

ENTRY CONTACT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

ENTRY CONTACT PRINTED NAME: \_\_\_\_\_

# Parade Day Guidelines

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To the best possible extent, we want to ensure that parade participants and spectators are provided a safe event, therefore, please be advised that parade officials and Dinwiddie Public Safety / Fire Division will be inspecting floats prior to the Christmas Parade. The floats shall comply with the provisions as stated below. Any units not meeting the following criteria may be removed from the parade line-up.

**Parade Floats:** All decorative materials utilized on parade floats shall be flame resistant. All combustible (wood, paper, decorations, etc.) will be treated with an approved fire retardant.

**Motorized apparatus:** All motorized apparatus utilized for parade floats shall be equipped with a portable fire extinguisher for both float and vehicle towing the float to which the operator and rider(s) shall have ready access.

**Special effects:** Any parade unit (float or otherwise) utilizing special effects designed to create smoke, flames, heat or sparking conditions shall notify the Christmas Parade Committee of their intent and be approved prior to participating.

The materials used to meet these requirements can be purchased at any hardware store. You will be required to provide proof of the material used to meet these requirements. Please bring the container/packaging as proof that the material has been treated.

All entries will be judged during the Parade. The reviewing stand will be located across from the Verizon Station at Courthouse Road. The winners will be notified on Monday, December 14<sup>th</sup> and will be presented awards that evening at a reception held and sponsored by the Dinwiddie County Chamber of Commerce at the Dinwiddie County Airport between 5:30 and 7:30pm. Monday, December 14<sup>th</sup>.

**Rain date information** will be updated by 11:00 am December 12<sup>th</sup>, call 861-8774 for recording.

**A Parade Participant Representative** must attend the **mandatory logistics meeting at 6:30 pm on November 1<sup>st</sup>, at the Eastside Community Enhancement Center, 7301 Boydton Plank Road, Petersburg, VA.**

**For questions please contact Tanya Hale (804) 265-5976**

## Parade Day Guidelines Continued

**Float Preparation:** Participants may prepare or do last minute touch-ups on site at the staging area between the hours of 9:00am and 1:00pm. Participants are required to bring their own equipment and tools. There will be no electricity provided.

**Parking:** Due to limited space, parking in the staging areas is only for parade units and equestrian trailers. Participants are asked to park at the Dinwiddie High School baseball complex and be shuttled to their appropriate area. Shuttles will begin at 11:00am and run until 1:00pm.

**Check-in:** Participants will check in at two (2) different areas. Staging area one (1) is at the high school and this is for all motorized vehicles and equestrian units. **ONLY FLOATS AND ACTUAL ENTRIES WILL BE ALLOWED PAST REGISTRATION.** *If you are dropping off a participate for an entry, use the “loop” at the Junior High to avoid congestion at registration as in past years.*

Staging area two (2) is for all walking units and they will check in at Lebanon United Methodist Church on Courthouse Road.

**Line-up:** All Units except, fire and rescue units should be in place no later than 1:15pm. Fire and rescue units have until 1:40pm to be in place. Your cooperation will insure that we will start on time at 2:00pm.

**Along the Route:** For the safety and enjoyment of our spectators and participants the following rules **WILL APPLY**.

- Keep your eyes and ears open at all times and use good common sense.
- Handing out **not** throwing candy will be permitted, no candy/items are to remain on the parade route so as to avoid someone running onto the parade route to gather up items and be potentially injured. ***Persons handing out candy must be off the road when candy is handed out. NO EXCEPTIONS!***
- Any music played that is heard by our spectators must be Christmas related. No other music will be allowed.
- Vehicles are not to Burn Rubber, Peel a Wheel or operate the vehicle in an unsafe manner. This is to include any vehicle that may be on a float or flatbed.
- To aid in moving the parade, route marshals will be assigned areas and it will be their responsibility to keep the parade moving. Please follow their directions.
- Parade participants are requested to stop for no more that 3 minutes when performing for spectators, or in front of the reviewing stand.
- There will be no vulgar remarks or gestures by any parade participant.
- Equestrian and animal units are required to remove waste immediately from the road.

**Placards:** Participants are responsible for their own organization's recognition.

**Emergencies:** Notify a parade marshal (Orange Safety Vests) of your emergency and he/she will radio for whatever help is needed.

**Breaking down of units:** Units may be broken down on the far South side of the parking area at the courthouse. There will be personnel there to direct you.

**Participant pick-up:** Participants may be picked up at the Court House 15 minutes after the completion of the parade, or they may take the shuttle back to the satellite parking area at the high school and be picked up there.

**Rain dates:** Sunday, December 13, 2009 at 2:00pm.

Remember to dress for the weather, be patient and most of all have **FUN**.

**A VERY MERRY CHRISTMAS TO ALL!**

# Dinwiddie County Christmas Parade Update!

The Dinwiddie County Christmas Parade is Saturday, December 12<sup>th</sup>! Your child has returned a form stating that they were interested in participating. Here are the final details for Saturday.

- Meet \_\_\_\_\_ at \_\_:\_\_\_ Parents may park \_\_\_\_\_
- Youth and parents will be transported \_\_\_\_\_  
\_\_\_\_\_. Our float # is \_\_\_\_\_
- The parade officially begins at 2:00, but the floats will begin their movement to the start location at 1:30.
- The parade ends at Dinwiddie Courthouse and \_\_\_\_\_ will be waiting there to bring us back to our original location. Youth may be picked up/signed out at that time. This will be between 2:45 and 3:30.
- **PLEASE sign out your child before taking them with you!**
- Students should wear warm clothing. Coats, hats, gloves, and earmuffs are strongly suggested!
- All parents/adults that signed up to help should plan to ride with us to our float.

PLEASE **SIGN** AND **RETURN** THE BOTTOM HALF OF THIS FORM AS SOON AS POSSIBLE. STUDENTS AND ADULTS WILL NOT BE ALLOWED TO PARTICIPATE IN THE PARADE WITHOUT THIS SIGNED FORM.

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2009 Dinwiddie County Christmas Parade, December 12<sup>th</sup>, 2:00 p.m. **ARRIVE ON TIME! See above!**  
RELEASE, WAIVER, AND INDEMNIFICATION

Name of Organization – \_\_\_\_\_

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

**Phone# where you can be reached in case of a rain cancellation on Saturday.** (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

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Signature of Participant

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