

Parade Date: Saturday - December 6, 2008 , Parade start time 2:00 p.m.

Mail application to PO Box 599, Springfield OR 97477 or Deliver to Springfield Chamber of Commerce 101 South A Street, Springfield Phone: (541) 988-0955 Fax (541) 726-8105 Deadline -- November 15, 2008

Information also available at www.springfieldchristmasparade.org.

Parade Rules

Planning your entry

Entries must be decorated in the parade theme – “A Springfield Country Christmas” or Holiday theme.

NO OTHER SANTA IS ALLOWED. Santa Claus and his sleigh are provided by the committee.

Entries may be historical, humorous, or modern in design, as long as they are in good taste. Remember a large part of the audience will be children.

Please identify only the sponsor(s) and/or builder of your float/entry. No other advertising is permitted.

Floats may not exceed ten (10) feet in width and 13.5 feet in height.

Entries may use sound amplification for musical purposes, but not for addressing the audience—no speeches/campaigning please! Public address amplification systems must be no louder than 80-90 decibels.

Before the Parade--Staging Area Opens at 10 a.m. Staging area is Olympic Street between 21st & 28th.

Each entry will be assigned a number that is your place in the line-up. The number and a confirmation will be mailed to you after the deadline when all entries have been collected.

Please contact all your people and let them know your parade number to avoid confusion in lining up.

Numbers on stakes will mark all entries along Olympic Street. Traffic on Olympic Street will be one-way (**west bound**) from 28th Street to 21st Street. **ENTRY INTO THE PARADE LINEUP WILL BE FROM 28TH STREET ONLY.**

Olympic Street will be limited to floats/entries and traffic dropping off material or people. No parking permitted.

Judging

Judges will evaluate the entry’s interpretation of the parade theme. All entries (except marching and equestrian units) will be judged at 1:00 p.m. Entries not ready will not be judged. Marching and equestrian units must be in place at 1:30 the day of the parade. Judging of marching and equestrian units will be during the parade at 14th and Main Streets.

During the Parade

For the safety of all **no materials may be thrown along the parade route.** This includes candy, flyers, literature, etc. However, walkers alongside entries may hand out candy.

Parade speed is maximum of 5 mph. Entries who falter may be asked to step aside and let others pass.

All motorcyclists **MUST** wear helmets—DON’T RISK INJURY OR FINES!

Dress warmly and prepare for any kind of weather. Bring extra blankets or warm clothing, especially for children.

Animal entries (Horses, etc.) – **BE PREPARED TO CLEAN UP AFTER YOUR OWN ANIMALS.**

End of Parade

At the end of the Parade please remember to pull off of Pioneer Parkway to disband. Use “A” Street or “B” Street (either side) and pull as far away from Pioneer Parkway as possible so that other entries can pull off also. **DO NOT STOP IN THE MIDDLE OF THE STREET -- STOPPING HOLDS UP THE PARADE PROGRESS.**

PLEASE NOTE: All entries must be received by Nov. 15, 2008. Entries must observe all applicable rules and regulations or be barred from the parade. **The Parade Committee reserves the right to remove from the parade, either prior to assembly, at assembly, or at any time during the parade, any entrant not conforming to the rules and regulations or any entrant refusing to follow instructions of police or parade officials.** The Parade Committee must approve all entries before entering the line-up. Failure to adhere to the parade rules may result in a one-year suspension from participation in the parade.

In case of severe freezing temperatures or snow/ice, the parade may be postponed. The decision will be announced on area radio stations or call 746-1651. OTHER QUESTIONS? CALL (541) 988-0955.

SPRINGFIELD COMMUNITY PARADE CORPORATION

56th Annual Christmas Parade

Saturday -- December 6, 2008

Official Entry Form Part I

Please read and fill out form completely!

If something is unclear please call (541) 988-0955.

This information is important for your placement and commentary of parade.

1. Name of firm, organization or group.

2. Title of Entry (Must be related to the theme: “A Springfield Country Christmas”)

3. Name of sponsor (if different than participant listed in #1).

Parade Division Entered (REQUIRED)

- Non-Commercial/Senior Float (High School & older)
- Non-Commercial/Junior Float (Middle School & younger)
- Senior Division Marching Unit (High School & older)
- Junior Division Marching Unit (Middle School & younger)
- Commercial Float
- Horses/Animals –With “pooper-scooper” (must have clean-up crew)
- Vehicles (Motorized or other, not part of a float, must be substantially decorated in theme)
- Other Bands

Please note: Senior Division categories are for high school and adult groups. Junior Division categories are for middle school and younger children.

Description:

Type of vehicle: Car Pick-up Tractor/Trailer (circle one)

Length of float/entry (including tow vehicle): _____ ft.

Motorized entries: Number of vehicles in group _____ Type: _____

Marching Band/Unit: Number in unit: _____

Will entry use public address/amplification system? Yes No What type? _____

Contact Person: _____ Day Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

I have read the Parade rules and agree to follow them.

Signature: _____ (over)

SPRINGFIELD COMMUNITY PARADE CORPORATION
 56th ANNUAL CHRISTMAS PARADE
 Saturday - Dec. 6, 2008
 Official Entry Form Part II

Parade Position # _____ (for office use only)

1. Name of firm, organization or group.

2. Title of Entry (Must be related to the theme –“A Springfield Country Christmas”)

3. Name of sponsor (if different than participant listed in #1)

Please write a brief description of your entry. This will be read by an announcer during the parade. Must be typed or printed clearly. Description must be 100 words or less.

PARADE ENTRY FEES (must accompany application)

Politicians/Political Groups	\$100
Commercial/ Business	\$50
Marching Bands	No Fee
All Other Entries	\$25

Please make checks payable to “**Springfield Community Parade Corporation**”

Amount enclosed: _____

Visa/MC # _____ Exp Date _____

Signature _____ Today's Date _____

PARADE DATE – DECEMBER 6TH
 STAGING AREA ON
 OLYMPIC STREET



Springfield Community Parade Corporation
 PO Box 599 – Springfield, OR 97517

56th Annual Springfield Christmas Parade



December 6, 2008