

**FRIENDS OF THE CHRISTMAS PARADE, INC. PRESENT THE  
OCALA/MARION COUNTY CHRISTMAS PARADE**

**SATURDAY, December 10, 2011**

Parade begins promptly at 5:30 p.m.

**THEME: "A Florida Christmas for Everyone"**

**Application deadline is Friday, October 14<sup>th</sup>, 2011 at 5PM!**

**Thank you for your interest in the Ocala/Marion County Christmas. This packet includes the 2011 application and rules. Please read through this ENTIRE packet carefully before submitting. Completed applications and general questions should be directed to the address and numbers listed below.**

So that the Christmas Parade is an entertaining holiday event and lasts no longer than 2 ½ hours, a pre-determined number of applications will be selected for each parade group as follows: 50 float units, 15 band units, 15 horse Units, 10 marching units and 20 motorized units with a maximum of 110 parade units. The parade committee will review and select applications one week after deadline. Selection criteria will be based upon the following:

1. Entertainment/show value of unit
2. Diversity within category
3. Completeness of application

Please review your application carefully before submitting to ensure you have included all possible information to assist us in the selection process. Applicants **must** also provide unit drawings, action photos or video that represents your entry. All Christmas music **must** be submitted in advance to be reviewed by the parade committee and will be exclusive music to be used throughout the parade route. Submitted materials will not be returned.

**THE 2011 ENTRY FEE WILL BE \$75.00 FOR ALL FLOATS, MOTORIZED, HORSE/ANIMAL, MARCHING AND OUT OF COUNTY BANDS. THERE IS A LIMIT OF 3 ENTRIES FOR EACH GROUP.**

No entry fee is charged for government or Marion County Public School units. THESE ARE THE ONLY EXCEPTIONS!

|                              |                    |                    |                     |                  |                  |
|------------------------------|--------------------|--------------------|---------------------|------------------|------------------|
| <b>NAME OF ENTRY:</b>        |                    |                    |                     |                  |                  |
| <b>CONTACT PERSON:</b>       |                    |                    |                     | <b>TITLE:</b>    |                  |
| <b>ADDRESS:</b>              |                    |                    |                     | <b>CITY/ZIP:</b> |                  |
| <b>PHONE</b>                 | <b>WORK:</b> ( ) - | <b>CELL:</b> ( ) - | <b>HOME:</b> ( ) -  |                  |                  |
| <b>BEST TIME TO CONTACT:</b> |                    |                    | <b>EMAIL:</b>       |                  |                  |
| <b>CIRCLE ONE:</b>           | <b>BAND</b>        | <b>FLOAT</b>       | <b>HORSE/ANIMAL</b> | <b>MARCHING</b>  | <b>MOTORIZED</b> |

**A SEPARATE APPLICATION AND ENTRY FEE IS REQUIRED FOR EACH DIFFERENT PARADE CLASSIFICATION**

|  |   |
|--|---|
| <b>DELIVER TO:</b> Combined Insurance Services<br>1701 NE 42 <sup>nd</sup> Ave. Suite 200<br>Ocala, FL 34470 | <b>MAIL TO:</b> Friends of the Christmas Parade<br>P.O. Box 2438<br>Ocala, FL 34478 |
|--|---|

FOR QUESTIONS, COMMENTS AND GENERAL INFORMATION CALL CHAD TAYLOR  
 AT (352) 897-0198, FAX AT (352) 237-2040, EMAIL AT [OCALAPARADE@GMAIL.COM](mailto:OCALAPARADE@GMAIL.COM)  
 OR GO TO [WWW.OCALAMARIONCHRISTMASPARADE.COM](http://WWW.OCALAMARIONCHRISTMASPARADE.COM)

| <b>PARADE CONTACTS FOR SPECIFIC QUESTIONS ON UNITS:</b> |              |              |  |
|---|--------------|--------------|--|
| <b>Band Coordinator</b>                                 | Gary Smith   | 352-629-7936 | <a href="mailto:Gsmith3894@cox.net">Gsmith3894@cox.net</a>     |
| <b>Float Coordinator</b>                                | Jim Hilty    | 352-351-9482 | <a href="mailto:hiltyjim@aol.com">hiltyjim@aol.com</a>         |
| <b>Horse Coordinator</b>                                | Jo Harris    | 352-732-3828 | <a href="mailto:jobrisson@cpas4u.biz">jobrisson@cpas4u.biz</a> |
| <b>Marching Coordinator</b>                             | Kathy O'Neal | 352-368-1800 | <a href="mailto:kidevents@aol.com">kidevents@aol.com</a>       |
| <b>FOTCP President</b>                                  | Sue Mosley   | 352-427-9898 | <a href="mailto:sueMmosley@aol.com">sueMmosley@aol.com</a>     |



## **BAND UNIT INFORMATION AND GUIDELINES**

|                  |                 |
|------------------|-----------------|
| BAND UNIT NAME:  |                 |
| # OF MUSICIANS:  | # OF AUXILLARY: |
| # OF CHAPERONES: | # OF BUSES:     |

### **BAND UNIT GUIDELINES**

- Band participants **must** ARRIVE AND DISBURSE BY BUS. Students not arriving by bus will be required to have a signed parental permission slip to participate. Band chaperones must be in school attire or wear a participant badge distributed by the Friends of the Christmas Parade band coordinator.
- Band units **must play only Christmas/holiday music and must be played for the entire parade route.**
- Bands **must be playing music as they approach, pass, and leave the TV reviewing stand!**
- **THERE WILL ABSOLUTELY BE NO STOPPING TO PERFORM ALONG THE ENTIRE ROUTE!**
- All music must be submitted in advance to be reviewed by parade committee. This music must be used throughout the entire parade route. Submitted materials will not be returned.
- All band units and participants **MUST BE IN CORRECT LINEUP SPOT BY 4 p.m. SO THAT THE PARADE PULLOUT CAN BEGIN PROMPTLY.**
- All buses must be in position near correct lineup spot and ready to leave via caravan at 4:30 p.m. They will be lined up in dispersal area in same order for prompt loading and dispersal from area.

**BLATANT SOUND ADVERTISING OR SIGNAGE WILL NOT BE ALLOWED. Sponsor signs can be at the front or rear of the unit and may be 18" x 36" maximum or proportioned to overall size of unit.**

**PLEASE READ CAREFULLY**

**The following does not apply to governmental or school units and no signature is needed.  
All others must sign!**

The Friends of the Christmas Parade, Inc. does not provide liability insurance for the protection of participants, spectators, merchants, or others who participate in the annual Ocala/Marion County Christmas Parade. In consideration of being permitted to participate in such activity, the participant does hereby release and forever discharge Friends of the Christmas Parade, Inc., its officers, officials and employees and all members of officials of Friends of the Christmas Parade, Inc. parade committee, the City of Ocala, its elected officials and employees, together with the County of Marion, its elected officials and employees, jointly and severally against all claims, suits, actions, and causes of action brought against them, including active negligence of the people that are hereby released, and to indemnify and hold the same harmless from and against all actions, claims, demands, and liabilities, loss damages and expense of whatever kind of nature, including attorney fees, any of which may, at any time, be incurred by them or claimed against them by reason of my participating in this Christmas Parade.

**I have read the application and rules and agree to abide with the terms of this application. In signing this entry form, I do hereby release Friends of the Christmas Parade, Inc., its officers, employees and organizers of this parade, the City of Ocala, its elected officials and employees, together with the County of Marion, its elected officials and employees, from any damages or injuries sustained by reason of my unit's participation in this parade. I also agree to distribute copies of this application to all participants in this parade unit.**

|                      |                   |
|----------------------|-------------------|
| <b>PRINT NAME:</b>   | <b>SIGNATURE:</b> |
| <b>NAME OF UNIT:</b> | <b>DATE:</b>      |

**Application not fully completed or that does not have all the information will not be considered for selection and will be returned until the information is complete. A copy of the application and rules will be sent once the selection process is made and approval given. Entries not accepted will have entry check/money returned.**

**REQUIREMENTS:**

1. Completed and signed application by deadline of Friday, October 14<sup>th</sup>, 2011 at 5 P.M.
2. Entry fee of \$75.00 for all entries. There is no fee for Marion County Public School sponsored units and governmental units. These are the only exceptions!
3. Drawing of floats, action photos and/or video and music to be played.

**PAYMENT INFORMATION:**

**By Check:** Make all checks payable to Friends of the Christmas Parade, Inc.

**Mail to:** Friends of the Christmas Parade, Inc.  
 P. O. Box 2438  
 Ocala, FL 34478

**Credit Card:** Credit Cards are now being accepted as payment. Please note that there is a small service charge for using your credit card. If you wish you use your credit card, please fill out the below information.

|              |                |             |
|--------------|----------------|-------------|
| <b>NAME:</b> | <b>CARD #:</b> | <b>EXP:</b> |
|--------------|----------------|-------------|

**If you have any more questions about this application or the Parade in general, please email Chad Taylor at ocalaparade@gmail.com or go to www.ocalamarionchristmasparade.com.**

**The Friends of the Christmas Parade, Inc. is a 501(c)3 non-profit organization. A copy of the official registration and financial information may be obtained from the Division of Consumer Services by calling toll-free 800-435-7352 within the state. Registration does not apply endorsement, approval, or recommendation by the State of Florida.**

## RULES AND REGULATIONS

1. All parade entries and participants are selected by the committee based on “show and entertainment value” offering a diverse mix to the overall parade and theme. Selection criteria used is: (a) show and entertainment value of unit, (b) diversity within parade group, and (c) Completeness of application. Understanding that a parade is an entertainment medium, the contribution of each unit is critical. Artistic beauty, use of color, animation, special effects, originality, rider personnel, marching/dancing skills, visual appearance and holiday spirit are all considerations for selection by the committee. Costuming and decoration of all units is mandatory. Because of this “Total Show Concept”, **THIS PARADE IS NOT TO BE A PLATFORM FOR POLITICAL CAMPAIGNS/ISSUES, BLATANT ADVERTISING OR TARGETED SPECIAL GROUPS.**
2. All walking and marching parade participants must be a minimum of 8 years of age
3. Lineup position cannot be changed once assigned.
4. Parade units (especially floats) may arrive after 10 a.m. in the staging area for final decorating. Due to space availability and safety for participants, there will be only one support vehicle allowed into the staging area for each parade unit. Support vehicles must **unload** and proceed to provided parking area. **All support vehicles must leave staging area by 2:45 p.m.**
5. No vehicles and/or riders are allowed to leave or be removed from any unit once the parade has started.
6. **All units and participants must be in position for lineup and parade ready by 3 p.m. with the exception of bands. Entrance to the McPherson complex is closed at 3 p.m. Caravan of buses, vans and horse trailers begins out of the staging at 4:30 p.m. Lineup of parade units begins immediately after.**
7. All buses, horse trailers, vans and their drivers must remain in the staging area and be ready by 4 p.m. when instructions are given to proceed to the dispersal area by police escorted caravan. **Drivers are to stay with their vehicle in the dispersal and wait for their unit.**
8. All audio, towing and motorized vehicles, with the exception of antique vehicles, must be decorated in the holiday spirit.
9. **No excessive horn blowing or sirens is allowed by any unit.**
10. **Any unit using sound must play traditional Christmas/holiday music only and it must be played for the entire parade route.** All music must be submitted in advance with your application to be reviewed by the parade committee. This music must be used throughout the parade route. Submitted materials will not be returned.
11. This is a moving parade. **NO stopping to perform at any time during parade route, in front of the reviewing stand or stopping for the addition or removal of persons or articles of clothing will be allowed.** Failure to comply could result in removal and/or non-acceptance in future parades. The costume attire of marchers or walkers is to remain the same for the entire parade.
12. All vehicles in the unit must arrive with a vehicle pass, which has been issued to the unit coordinator. No one will be admitted to the staging area and the parade itself without the pass. The distribution of these passes is the responsibility of the person signing this application. Passes must be placed on the dashboard of the driver’s side window. Non-conformity will result in removal from the parade.
13. All unsafe or disabled units will be removed from the parade route and not allowed to re-enter.
14. **Blatant sound advertising or signage will not be allowed. Sponsor signs may be at the front or rear of the unit/float and may be 18” x 36” or proportioned to overall size of the unit.**
15. No profanity, verbal or otherwise, by persons or on vehicles in the lineup area or on parade route, will be tolerated

## RULES AND REGULATIONS

(Continued)

16. During parade, units are to maintain a safe distance of at least 10' from each curb and 10' from the unit in front of you. Vehicles must be in good mechanical and braking condition and must have an adequate supply of gas to run engine before parade and the entire length of the parade route. Units are to maintain a safe speed of 5 mph and will watch for the unit in front of and behind them to maintain a smooth flow. Motorized units will be lined up 2 abreast and are required to maintain formation for the entire route.
17. There is a speed limit of 5 mph for all units including motorcycles and law enforcement units. No maneuvers will be allowed by any unit, including law enforcement!
18. **No persons are allowed to dress as Santa Claus in or on any unit or have an image of Santa other than the official Santa float as designated by the parade committee.**
19. Absolutely no candy, flyers or merchandise will be thrown or distributed along the parade route. Violation of the rule may result into acceptance in future parades.
20. Any person who possesses or is under the influence of alcohol or drugs will be violating a City of Ocala ordinance and will be removed from the lineup area and the parade itself. Ocala Police K-9 dogs will be patrolling the lineup area for violators.
21. There will be no parade entry fee refunds after acceptance for any reason. The parade will be held rain or shine, unless conditions deemed dangerous to participants are present.
22. Parade official's instructions in the staging area, on parade route, and in the dispersal area, must be followed. The parade committee has the right to eliminate any unit from the parade if instructions are not followed or if any unit is considered unsafe to proceed down the parade route.
23. The parade committee reserves the right to accept or reject any entry.
24. Parade rules as listed above have been developed for the safety and enjoyment of participants and spectators. Any violations to parade rules will be written up by parade committee and will be taken into consideration upon review and acceptance into parade for subsequent years.
25. Parade participants are required to clean trash and debris from their area prior to the beginning of the parade.
26. I understand that any rule violation by any member of this group may result in non-acceptance into subsequent parades.
27. The parade committee reserves the right to pull a unit from the parade for any reason.