

CITY OF NORTH CHARLESTON CHRISTMAS FESTIVAL & PARADE

SATURDAY, DECEMBER 2, 2023
FESTIVAL 4-8PM | PARADE AT 5PM (LINE-UP 3-4:30PM)

Christmas Parade Registration Form and Information

The North Charleston Christmas Parade Committee and the City of North Charleston cordially invite your organization to participate in the 2023 Christmas Festival and Parade on Saturday, December 2, 2023, from 4:00-8:00pm.

The Christmas Festival will take place on the grounds of the Park Circle Community Building, located within the center of the traffic circle (see attached map). Parade line-up is staged as usual (see map) on Mixson Avenue & Lackawanna Blvd. Line-up takes place from 3:00pm-4:30pm. Do not be late; your location in the line-up zone may be inaccessible, denying your participation in the parade. Participants should access the line-up via West Enterprise Street. Entering the line-up from East Montague Avenue is **not** an option. The parade begins at 5:00pm by turning left onto East Montague Avenue, traveling down and around Park Circle, then returning via East Montague Avenue to the starting line-up area at Mixson and Lackawanna, where floats can break down and busses can load up participants to exit.

We anticipate the parade completing between 6:00-6:30pm. This will allow participants plenty of time to break down and enjoy the rest of the Christmas Festival, which continues until 8pm. All entrants arriving in large vehicles that are **not** part of the parade (school busses, church vans, individuals being dropped off etc.), must park in designated parking areas near North Charleston Creative Arts Elementary School indicated on the attached map. There is not room within the lineup area for these vehicles to park. Please be sure to inform **ALL** group participants. Directions to line-up: from I-526, take Exit 19 for North Rhett Avenue, then turn right onto North Rhett Avenue. Take the first right onto Braddock Avenue, then slight left onto Iroquois Street, which ends at East Enterprise Street. Take a left onto East Enterprise Street. Staff will be posted for parade check-in at West Enterprise Street & Lackawanna Blvd. Please refer to the map on the back of this letter. **DO NOT ATTEMPT TO ENTER THE PARADE LINE-UP AREA VIA MONTAGUE AVENUE. PLEASE RELAY PERTINENT INFO TO ALL OF YOUR GROUP MEMBERS!** To access parking areas or meet your group, from Iroquois Street, turn left onto Lancaster Street.

Entries will be accepted on a first come, first served basis and SPACE IS LIMITED to 70 entries.

How to register:

1. Complete the following entry form and sign the acceptance of Parade Rules and Liability Waiver.
2. Return your entry form and waiver, along with \$20 processing fee NO LATER THAN 5:00PM FRIDAY, NOVEMBER 10, 2023 to:
Mail: City of North Charleston Cultural Arts Department
ATTN: Christmas Parade
PO Box 190016
North Charleston SC, 29419
E-mail: TGillespie@northcharleston.org
3. An e-mail will be sent confirming your participation in the parade on November 14, 2023.
(KEEP THIS PAGE FOR YOUR RECORDS)

North Charleston Christmas Parade Route



PARADE ENTRY FORM

NOTE: Application must be completed in full to be allocated a space. Any business or organization who will be represented in/on your entry or float must be included in the information you provide. Failure to abide is cause for removal from the parade line-up prior to the event.

Contact information:

Name of Organization/Group: _____ Phone: _____

Email: _____ Name of org/group leader: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Category: (Check one)

Business/Corporate Community Org or Non-profit Pre-School Church
 School or Marching Band Cheer or Dance Group Media

Music: (this helps us space folks out accordingly!)

Live Singing (solo) Live Singing (group/choir) Band Recorded Music

Marching Units or Walking Groups:

Approximate number of youth under age 18 in marching unit or group _____ Number of adults _____

Full description of unit or group _____

Vehicular or towed unit information:

We must know what type of vehicle(s) you are entering in the parade.

NOTE: Limit of two vehicles per entry (unless otherwise noted)

Example: 1 truck + 1 boat = two vehicles or 1 small/large pickup truck + 1 trailer = two vehicles

Small Pickup Truck Large Pickup Truck Car Convertible SUV Van
 Trailer (trailer is _____ feet long) Boat on a trailer (boat is _____ feet long)
 Motorcycle Club (limit 8 bikes) Car Club (limit 5 cars)
 Renting a professional float? Provider: Southeastern Rental Float Allen's Parade Floats
 Other: _____

(Examples: bicycle, skateboard, emergency vehicle, fire truck, golf cart, or antique car)

****ALL FLOATS, VEHICLES, TRAILERS, AND ANY TOWED ENTRY MUST BE DECORATED WITH LIGHTS AND HOLIDAY THEMED DECORATIONS****

Payment:

Check # _____ (Make payable to City of North Charleston) Credit Card (upon application acceptance, a secure link to pay online will be sent to you or you may call 843-740-5854 to payment over the phone)

PARADE RULES AND LIABILITY WAIVER

City of North Charleston Christmas Parade

1. There will be only one Santa Claus in our Parade and he rides on our City Fire Truck. **Do not dress up as Santa Claus, it confuses the children.**
2. Each entry is allowed a MAXIMUM OF TWO VEHICLES with the exception of motorcycle and car club entries. If you arrive with more than what is indicated on your entry form, you will be turned away.
3. **All entries, including golf carts and cars, must be well lit and decorated.** Marching units are encouraged to use glow sticks, tinsel, reflective tape, and other portable light sources. **Undecorated groups will be removed from the parade lineup,** do not apply if you cannot commit to decorating your group, vehicles, and trailers.
4. All music played, sung, or performed should be holiday themed.
5. All participants must enter the parade line up area from West Enterprise Street. Refer to map provided. Call 843-740-5854, **PRIOR TO PARADE DAY** if you need help with directions.
6. Groups may not purposefully stop to perform along the route; all participants must keep the parade moving. Gaps in the parade line make onlookers think the parade is over and then they start to walk in the street - this is not safe! We repeat: **KEEP MOVING!**
7. Any generators used for lighting cannot be set up inside of an enclosed vehicle.
8. No giveaways or candy may be thrown from moving vehicles. **Any candy or promotional items must be handed out by walking participants not thrown.**
9. Participants cannot join or leave during the parade at any time. Getting on/off floats and vehicles while the parade is in progress is strictly prohibited.
10. All entries with children must have adults walking/riding with them throughout the entire event.
11. Use of fire or open flames is not allowed.
12. No participant will be allowed to ride on the hood or roof of any vehicle.
13. No political campaigning is allowed on any entries in the parade.
14. The undersigned agrees that all participants may be photographed or videotaped and that these images may be published in an outlet used to promote or publicize the event.

Applicants must observe all applicable rules and regulations and follow all instructions from police and parade officials. The City of North Charleston reserves the right to remove any entrant from the parade at any time if the entrant fails to follow parade rules.

LIABILITY WAIVER:

In consideration of your accepting my entry, I hereby, for myself, my child and all participants of my entry, my heirs, executors and administrators, waiver and release any and all rights and claims for damages I, my child or entry participants may have against the City of North Charleston and its representatives, successors and assigns for any and all injuries suffered by myself or my child or any entry participants at any activity sponsored by these groups. I have read in its entirety the general rules of the entry guidelines for participating in the City of North Charleston Christmas parade and agree to accept full responsibility of the compliance of this entry and all participants associated therewith, and for any liability inherent with this entry's participation in the City of North Charleston Christmas parade. I understand that if I fail to comply with all the guidelines and rules for participation that my entry will be removed from the parade line-up.

Name of Group or Participant: _____ Date: _____

Authorized Representative Signature: _____ Print: _____

Submit \$20 fee, signed waiver, and completed entry form to:

City of North Charleston Cultural Arts Department

ATTN: Christmas Parade PO Box 190016 North Charleston SC, 29419

Email: TGillespie@northcharleston.org

Phone: (843)740-5854

** Emailed applications will be emailed secure link to pay online