



2019 Parade Registration Form

Please fill out all information below and return it in person or by mail to: **Crystal Ledford, Cumming City Hall, 100 Main Street (Third Floor), Cumming, GA 30040**; OR via email to cledford@cityofcumming.net. Registration form must be **received by 5 p.m. on Monday, December 2, 2019.**

There are no entry fees to participant in the parade; however, any organization or individual who wishes to serve as an event sponsor will receive advertisement noting their sponsorship. For more information about event sponsorship, contact Donna Cruse at (770) 781-3491 or donnac@cityofcumming.net.

Please Type or Print Clearly

Participant/Organization Name: _____

Participant/Organization Address: _____

City: _____ State: _____ Zip: _____

Contact Individual (Name of the individual who will be the City's contact the day of the parade):

Contact Individual's Primary Phone Number: _____

Secondary Phone Number: _____

Email Address: _____

Type of Entry

___ Float (This is considered any trailer pulled by a truck or tractor)

___ Antique Car or Truck ___ Modern Car or Truck ___ Antique Tractor ___ Golf Cart ___ Motorcycle

___ Emergency Services Vehicle (i.e. Fire Engine, Ambulance, Police Car, etc.)

___ Walking Group or Team – Please give approximate number of those who will be walking: _____

___ Horses or Horse-Drawn Vehicle (i.e. Wagon or Carriage) – Number of Horses: _____

Please provide a brief description of your entry below. Include information such as: Truck size, convertible or standard, flat-bed trailer, year of antique vehicle, number of participants, is your entry political in nature (i.e. a political candidate or elected official), and any other information you feel is important. You may use additional paper if needed and/or provide a photo of your entry:

Important Information for Parade Participants

The 2019 Cumming Christmas Parade is **scheduled to begin at 5:00 p.m. on Saturday, December 7, 2019**. Rain delays are possible but cancellation is not probable. All parade participants must gather at the **FORSYTH CENTRAL HIGH SCHOOL parking lot no later than 4:00 p.m.**

You may drop off participants at the entrance to the line-up area --- **NO CARS ARE ALLOWED in the LINE-UP AREA OTHER THAN THOSE PARTICIPATING IN THE PARADE; ANY OTHERS WILL BE TOWED AT OWNER’S EXPENSE!** We will have many moving vehicles in the parade, and extras only prohibit an efficient line-up. Parade workers will be on site to give you instructions.

The Cumming Christmas Parade will be held during evening hours and will be a “lighted” parade, meaning floats and other entries should incorporate Christmas lights into their entries if at all possible. Please note, that **all entrants are responsible for providing their own lights and any means of illumination necessary**, as well as all other decorations for entries. Representatives of City of Cumming, event sponsors, event workers and volunteers **will NOT provide or be responsible for any decorative or illumination items. Also, please do not include anyone dressed as a traditional Santa Claus (red & white suit, white beard, white hair, etc.) as a part of any entry as the City will have one official Santa in the parade** and others create confusion for children. Non-traditional Santa’s (examples: Blue or green “Santa suit”; female in “Santa suit” with no beard; children or animals in “Santa suit” or hat, etc.) are permitted.

All entrants must sign this release form and return it to Crystal Ledford (Cumming City Hall, 100 Main Street, Cumming, GA 30040 **OR** cledford@cityofcumming.net) **by 5 p.m. Monday, December 2, 2019 in order to participant in the parade.** No entries will be accepted after 5 p.m. on Monday, December 2, 2019.

Release Statement:

I, the undersigned, accept total responsibility for any and all material(s) included in or on my float, car, tractor, walking group, or other entry. I do not hold the City of Cumming or any of its elected officials, administrators, staff members, event workers or volunteers, etc. responsible for any damages, mechanical failures, or accidents occurring before, during or following the 2019 Cumming Christmas Parade and other Christmas festivities at the Cumming Fairgrounds on December 7, 2019.

Signature

Date

Parade Contest Information

A committee of private citizens, selected in advance by parade organizers, will judge all parade entries on the day of the parade. **One award per each of the following categories** will be presented at the **Fairgrounds during the holiday festival tree-lighting event, immediately following the parade:**

Best Float	Best Jeep
Best Band	Best Classic/Antique Vehicle
Best Boy Scout Troop	Best Animal Entry
Best Girl Scout Troop	Most Creative Entry
Best Modern Vehicle (Non-Jeep)	Most Holiday Spirit

After you have completed and returned your Parade Registration, you will be provided an **Entry Number**. This **Entry Number MUST BE VISIBLY DISPLAYED** as follows:

1. The number must be plainly written in **BLACK marker or ink on a PLAIN, WHITE card stock or poster board**, measuring **at least 8.5 in. x 11 in. and not larger than 22 in. x 28 in.**
2. Please provide **two copies of your entry number** and place **one on each side of your entry** in areas that will be easily visible to the judges. (NOTE: Walking groups need only carry one copy of their entry number at the beginning of their group.)
3. Number must be displayed on your entry throughout the entire lineup time period prior to the parade start, and throughout the parade.
4. If number is not placed appropriately on the vehicle or if number becomes detached at any point, your entry may not be judged.
5. **Please note: Your entry number is NOT an assignment in the parade lineup.** With a few specific exceptions (emergency services vehicles, City of Cumming float, and high school bands, etc.), the parade lineup will be determined on a “first come, first serve” basis on the day of the parade as space within the lineup area allows, and as determined by parade workers and volunteers. The entry numbers will be **used ONLY by the Parade Contest judges** to help them determine one winner in each contest category and for no other purpose.
6. One award per category will be presented by the Parade Contest judges during the Christmas Tree Lighting event at the Cumming Fairgrounds immediately following the Parade (at approximately 7 p.m.). You do not have to be present at the Tree Lighting event to win. Any unclaimed awards will be taken to City Hall after the event, and award winners will be contacted to pick up their award at a later date.