

# HARTFORD'S HOMETOWN CHRISTMAS PARADE

DECEMBER 4, 2016

Theme: *"Miracles of Christmas"*

Parade starts at **5:30 pm**

Sign-in is from 4:15 pm – 5:15 pm

Pre-registration by 5:00 pm on December 2, 2016 is advised

Print all information clearly and bold, so the announcer can easily read the information. Please provide your email address so that we may email you an entry form next year. For the safety of the children, **absolutely NO candy can be thrown from vehicles or floats.**

**Organization or Business:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Contact Phone #** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Judging Category:** (Prizes will be awarded to the top float in each division)

**Business**

**Group/Organization**

**Individual**

**Description (approximate length, width and height and design of entry, etc.):**

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**Announcement: (What would you like the parade announcer to say as your entry passes through Main Street?)**

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By signing this form, the participant agrees to the participation rules and releases all liability from the Hartford's Hometown Christmas Committee, the City of Hartford and its employees, and all sponsors and volunteers. This form needs to be signed prior to the parade start (5:30 pm) on December 4, 2016.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please send entry to: Hartford City Hall  
125 N Main Ave  
Hartford, SD 57033

OR Email to: [cityhall@hartfordsd.us](mailto:cityhall@hartfordsd.us)

# *Rules of Participation*

## **Rules of Participation**

1. Entry forms and descriptions should be turned in to the City Hall or emailed to [cityhall@hartfordsd.us](mailto:cityhall@hartfordsd.us) by 5:00 pm on Friday, December 2nd. (Registrations will be accepted the day of the event, but it is preferred to have preregistered participants.)
2. At least one walker should accompany every entry. The walker must serve as a pacer for the float and will hold the entry number for judging.
3. **NO entry may include a live Santa Claus.** Santa will be featured on his own float.
4. All entries must be well-lit for evening viewing, using white and/or colored lights.
5. All floats are encouraged to have live or recorded music. The music must be an appropriate and non-offensive festive holiday selection.
6. The total dimensions of the float cannot exceed the following measurements: 14 feet wide, 80 feet long, and 14 feet tall. No motor homes, campers, or RV's allowed.
7. All entries must be self-propelled or motor vehicle pulled. Tow-vehicles must feature lights and be incorporated into the overall theme and design of the entry. All trailers must be skirted. Walking units, carriages, etc. must also be lit.
8. Every float and towing apparatus is encouraged to carry a fire extinguisher readily accessible to the operator.
9. Generators or batteries may be used to power lights and/or sound equipment – the energy source must be large enough to safely provide adequate power. Be sure to test your light display before the parade to ensure you have adequate power supply. All entries using generators should attempt to muffle the generator noise so it does not drown out the music. A refill for gasoline for the generators should be available on the float or in the tow vehicle and must be in an approved container.
10. **For the safety of all spectators, no candy or other items may be tossed from your float; rather, it may be dispersed by your walker during the parade. In lieu of candy, please consider making a donation to the Hartford Fire Department for “goody bags” to be distributed by Santa Claus earlier in the day.**
11. Company logos and props cannot be the main focus or theme of the float. However, the entry sponsor's name should be prominently displayed on the sides of the parade unit.
12. Entries will be lined up in the staging area before the parade on a first-come first-serve basis. All entries must be cleared through registration and may enter the staging area (City Maintenance Building and South Main) beginning at 4:15 pm.