



**Kiwanis Club of Radford
P.O. Box 594
Radford, VA 24143**

2009 RADFORD CHRISTMAS PARADE REGISTRATION

This is your invitation to participate in the Radford Christmas Parade, sponsored by the Kiwanis Club of Radford and the Radford Chamber of Commerce. The parade is scheduled for **Saturday, December 5th, at 4:00 PM. The Theme of this year's parade is "Celebrate the Blessings of the Season."** The parade route, as in years past, will line up in the East Main Street and University Drive bridge vicinity, and proceed westward along Main Street to the Central Square Shopping Center area, just beyond Wadsworth Street. Your participation will help bring pleasure and holiday cheer to many of the New River Valley's residents, young and old, who look forward to this special event each Holiday Season.

Parade RAIN DATE: Saturday, DEC. 12th, at 4:00 PM.

To register, complete the form below and return it to:

**Kiwanis Club of Radford; P.O. Box 594; Radford, VA 24143
APPLICATIONS MUST BE RECEIVED in the mail, BY 5:00 PM, Monday, November 23rd
in order to participate in the parade.**

1. Name of Organization: _____

2. Mailing Address: _____

3. Contact Person's Name _____

4. Contact Person's Phone #: _____ Best Day/Time to Call _____

5. Contact Person's Email Address _____

6. Check the box which best describes the type of entry you anticipate your organization entering:
 Commercial/Business Musical Marching Civic/Non-Profit/Community Group Equestrian
 Antique Vehicle Float-Religious Float-Non-Religious
 Other-Describe Below: _____

7. Please indicate if your unit will be having:
 Recorded Music Instrumental Music Live Carol Singers

8. Approximate Total Length (in Feet) of your entry(s) _____

9. Number of Total Units (Example-Four Antique Cars, Two Scout Troops, Three Horses):

➔ 10. This is to certify that I have read the Rules for Participation and will enforce them with my parade entry.

Signed (Entry Contact Person) _____

11. In order to be assured of an assigned space in the parade, **this registration form must be RECEIVED by mail, at the address above, no later than Monday, November 23rd, 2009.**

For Questions or Details, please call 230-5570 (Evenings, until 10 P.M.--or daytime to leave a message and someone will return your call the next day). Thank You.



2009 Radford Christmas Parade
Sponsored by The Kiwanis Club of Radford
PARADE RULES AND REGULATIONS

Read all rules before sending in application. Parades in Radford, Virginia are governed by Section 12-11: Radford City Code, entitled "Regulations of parades, processions and motorcades." Your adherence to the City Code and the regulations listed below is expected. Any non-compliance could result in removal from the parade route or discontinuation of subsequent years' invitations to participate. The intent of the parade is to provide seasonal entertainment for our community in a safe and reasonable manner.

1. **All entries must display some sort of decoration depicting Christmas or other recognized Holidays of the season.**
2. The parade is open to all organizations, businesses, churches, civic groups, individuals, etc. However, the parade committee reserves the right to refuse parade entry to anyone or any group which, in the opinion of the committee, does not appropriately adhere to the spirit of the Holiday Season or to the regulations outlined herein.
3. **IMPORTANT NOTICE: Private businesses are encouraged to enter the parade. However, their entry must not contain more than 8 square feet of sign space with the business name or logo. Business entries must be decorated to emphasize the Holiday Season spirit, rather than to emphasize the business.**
4. The parade will form in the East Main Street/University Drive bridge vicinity and proceed west on Main Street. **Line-up will begin at 3:00 PM with the parade PROMPTLY stepping off at 4:00 PM. Entrants should be in place no later than 3:45 PM** to ensure participation.
5. Entries comprised of multiple people must assemble elsewhere, prior to arriving at the parade line up area. Individual "drop-offs" of participants will NOT be permitted within the parade line up area, due to safety. (Examples: Scout Troops, Bands, Float riders, etc. should assemble elsewhere, outside the parade line up area, and arrive at check in as one unit)—unit coordinators are encouraged to make PRIOR arrangements with participants as to when and where to assemble.
6. Each accepted entry will be assigned a space (or spaces) in the parade. You must stay in your assigned space(s) and obey all commands of parade officials and City Police.
7. The materials used in construction of floats shall be fire-retardant and shall be subject to such requirements concerning fire safety as determined by the Radford City Fire Chief.
8. Amplified music or sound is permitted but it may not interfere with the sound of other units. **FIRE TRUCKS--- PLEASE REFRAIN FROM USE OF HORNS AND SIRENS.....Due to the proximity of other units such as carolers and recorded music entries, we ask that you NOT USE SIRENS OR HORNS in the parade route....ONLY LIGHTS, please.**
9. Parade entries are to exercise caution at intersecting streets. Vehicles are to be operated in a safe manner to both parade entrants and the general viewing public. Entrants will, at all times, adhere strictly to the parade route, as dictated by the lead Police car unit.
10. **SPECTATOR SAFETY**—If a parade participant wishes to **distribute candy or any other items**, to spectators, **it MUST be done so by persons WALKING on the street and distributed by HANDING to spectators, NOT THROWING.** None should be allowed to fall into the street area—a young child may dart into the street to retrieve it, and thereby, put themselves at risk of harm. **Units throwing candy will be ejected from the parade.**
11. **SPECTATOR SAFETY**---**Horseback riders MUST control their horses so as to keep them a safe distance from the crowds of spectators.** Adherence to a MINIMUM 8 FEET from the animal to the spectators is expected to be followed AT ALL TIMES throughout the parade route.
12. The following awards will be presented to entries, as selected by the judging committee:
Best Float—Religious, Best Float—Non-Religious, Best Civic/Non Profit/Community Entry, Best Commercial/Business Entry, Best Musical—Marching, Best Antique Vehicle, Best Equestrian Entry, Best depiction of parade theme, "Celebrate the Blessings of the Season", and Grand Marshal's Award.
13. Applications **MUST be received** no later than **MONDAY, NOVEMBER 23rd, 2009**, to the address: **Kiwanis Club of Radford; P.O. Box 594; Radford, VA 24143.**