



Parade Date: Friday, November 17, 2017

Parade Line-up: 6pm

Parade Step Off Time: 7:00 PM

Parade Route: Main Avenue

Thank you for your interest in participating in the 2017 Downtown Ashtabula Christmas Parade. This is a great opportunity for your group or organization to share your talents and pride with our community. The theme of the parade is **"Suzy SNOWFLAKE"**, and where possible, units are asked to use many "SNOWFLAKES" AND Christmas lights (parade will be held after dark), colorful displays, costumes, music and float(s).

Please complete the information on the second page, about your unit. Read the guidelines for participation and return your application to the address below. You will receive a confirmation and detailed information, including your line up number, prior to the parade. Units must meet participating guidelines (detailed on page 3).

Check in at Key Bank/Municipal Building parking lot on Park Avenue.

Participant line up will along West 48th Street.

The parade will head North on Main Avenue; turn left onto 42nd Street;
Left on Park Avenue & end at the Key Bank/Municipal Building.

Please complete the application neatly.

Preferably by email: addachristmasparade@yahoo.com

Mail: Ashtabula Downtown Development Association

ATTN: Suzy Kist, Christmas Parade Chair

P.O. Box 362

Ashtabula, Ohio 44005

If you feel so inclined, we are asking for any **donations of candy** to be dropped off at Ultimate Appearance 4702 Main Avenue. Mon-Fri 9-8pm, Sat. 8-2:30pm Thank you in advance!

Deadline for all submissions is November 1, 2017

NO SANTA's please. One will be provided.

ANY CANDY DONATIONS GLADLY ACCEPTED!



Please indicate which type of unit entry applies: (choose all that apply)

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Organization Float | <input type="checkbox"/> Commercial Float | <input type="checkbox"/> Walking unit | |
| <input type="checkbox"/> Drum & Bugle Corp. | <input type="checkbox"/> Flag Unit | <input type="checkbox"/> Commercial Business | <input type="checkbox"/> Sports Team |
| <input type="checkbox"/> Marching Band | <input type="checkbox"/> Marching Unit | <input type="checkbox"/> Military Unit | <input type="checkbox"/> Motorcycle Unit |
| <input type="checkbox"/> Novelty | <input type="checkbox"/> Baton/Drill Team | <input type="checkbox"/> Antique Car | <input type="checkbox"/> Visiting Royalty |
| <input type="checkbox"/> Elected Official | <input type="checkbox"/> Community Group | <input type="checkbox"/> Non-profit organization | |

*Please print neatly or type. Scanned applications can be emailed to:
addachristmasparade@yahoo.com*

Name of unit: _____

Group represented: _____

Unit Contact Person: _____

Phone: _____ May I text you? _____ Alt. Phone: _____

Email Address (this is mandatory for communication): _____

Mailing Address for Unit/Group/Organization: _____

City: _____ Zip Code: _____

Description of Unit: _____

Length of Unit: _____ # of people in Unit: _____

of Vehicles in Unit: _____ Float Motorized? If so, describe _____

Will the unit be playing music? If so, please describe _____

Write the announcement about your unit, to be read at the grand stand by the M.C.

I have read, understand, and accept the 2017 Downtown Ashtabula Christmas Parade Information & Participant Guidelines: (required)

Name of unit representative: _____ Date: _____

Signature of unit representative: _____

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2017 Parade Participant Information & Guidelines

Deadline for application submission: Deadline for all submissions is **November 1, 2017**. Late entries cannot be guaranteed placement in the parade, announcements at the grand stand or inclusion in a judging category.

Communication: All parade information is sent via email to each unit contact person at the email address provided. It is the responsibility of the contact to respond to all emails to confirm receipt. It is also the responsibility for the unit contact to inform members of the unit as to the details of line-up times, locations and other related information. Approximately two weeks prior to the parade, detailed information will be sent to the unit contact. Please print the materials and distribute accordingly. Materials will include unit placement, guidelines, map of the route and related information. Information will also be made available at www.downtownashtabula.com

Weather: In case of inclement weather, please visit www.downtownashtabula.com for updates. Plan for cold temperatures and supply your unit properly with warm gear.

Unit Placement: The placement of all parade units is made at the discretion of the parade organizer. This decision is based on a number of criteria including but not limited to: size and type. All units are considered important in making a well balanced parade which is entertaining and safe.

Vehicles: Un-bannered vehicles will not be permitted in the parade or staging area. A unit must primarily consist of a float or group of people walking. Where permissible, a car may lead a unit but it must have signage describing the group, organization, business or individual.

Elected Officials: Officials past and present of any office are welcome to participate in the parade as honored representatives of our community.

Parade Floats: All floats must have a fire extinguisher on board. People situated on any float or vehicle must be secured if standing or in a sitting position while moving.

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Announcements: All units are announced at the grand stand over a public addressing system.

Waiver: All groups, units, organizations, businesses, individuals and others associated with such; participate in this Downtown Ashtabula Christmas Parade at their own risk. Those described above assume all responsibility and liability for any and all injury and/or damages associated with participating in the Downtown Ashtabula Christmas parade. The Ashtabula Downtown Development Association will be held harmless of any circumstance and released from any liability whatsoever in connection with anyone participating in the event described as the Downtown Ashtabula Christmas Parade.

Candy: For the safety of all patrons, candy is to be handed out or tossed toward the curb. NOT TO BE THROWN over hand at the parade watchers.

Donation: To help with the costs associated with the parade a \$10.00 donation is greatly appreciated but not required for participation.

Parade Chair: Suzy Kist is the 2017 Downtown Ashtabula Christmas Parade Chairperson. I am a volunteer to the ADDA, as are all who help organize all ADDA events.

It is preferred that you contact me via email at

addachristmasparade@yahoo.com

If you have any questions or concerns. *Please add PARADE in subject of email.*

Parade guidelines are subject to change.

CASH PRIZES

1st Place: \$150.00 2nd Place: \$75.00 3rd Place: \$50.00

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