

**2024 Christmas Parade Information Packet
Broadcast live on WHIZ and live streamed!
December 4, 2024 6 p.m.**

Welcome to our 4th Annual Storybook Christmas Parade! Please read all information below and return your information about your entry as soon as possible.

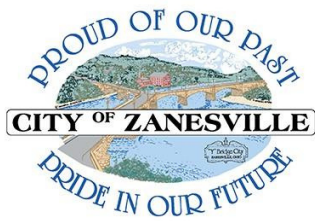
City of Zanesville requires that all entries be decorated and relate to the Christmas Holiday. Entries should be decorated including businesses entries, trucks, vehicles, cars, flatbed trailers, and political entries. All entries (commercial, non-profit, etc.) should conform or incorporate the theme and enhance the parade. Please remember that this is a family event with young children present, and profanity or offensive or inappropriate behavior/material is not allowed.

Parade Day Lineup – Wednesday, December 4th, 5:00 p.m. at Secret Auditorium Parking Lot. The parade will proceed along Shinnick, 6th, and Market before ending at Zane’s Landing Park. Please come decorated and parade ready! For questions, please contact emily.shirley@coz.org or call 740-617-4909.

In order not to confuse the children, THERE WILL BE ONLY ONE LIVE SANTA CLAUS, which is provided by the City of Zanesville. NO EXCEPTIONS.

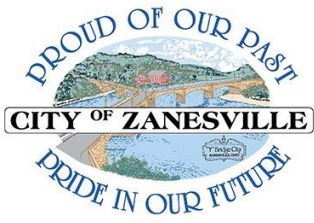
Registration Fee - \$25 for a walking group or float. Non profit organizations are no charge. Please make checks payable to Zanesville-Muskingum Co. Convention & Visitors Bureau and mail to 205 N 5th St. Zanesville.

1. Every entry MUST be lighted. NO EXCEPTIONS. This means any person(s) walking, including chaperones. All vehicles in the entry must be lighted. Entries without lights will not be admitted in the parade lineup. Headlights of vehicles do not qualify. Battery operated lights can be purchased at most variety stores.
2. NO ALCOHOLIC BEVERAGES WILL BE ALLOWED ON OR AROUND THE PARADE ENTRIES OR ROUTE.
3. **All entries are due on November 13, 2024 by 5:00 p.m.**
4. Political entries are allowed in support of a candidate or cause but should conform to or incorporate the theme of the parade. All entries including political entries are not allowed to deliver audio messages during the parade.
5. NO ENTRY CAN EXCEED 80 FEET IN LENGTH (including the tow vehicle) or 13 FEET IN HEIGHT. (Be sure to notate extra wide vehicles on your parade form as well. Restrictions do not apply to width but are taken into consideration for staging purposes.)
6. The sale of any product during the parade is prohibited. Candy, soda, water, or similar items may be distributed by walkers alongside the crowd on either side of the street. Please do not toss from vehicle



windows, flatbed trailers, or the middle of the entry when carrying a banner, riding a bike or any other mode of transportation. Flyers, stickers, and other types of materials are not allowed to be distributed. (They end up everywhere as trash rather than in the hands of the parade attendee.) (NOTE: Be creative, people have handed out fly swatters, hats, mini rubber balls, etc. but please make sure that it isn't going to become trash on the street.)

7. Once you enter the line of march, there is ABSOLUTELY NO STOPPING (with the exception of any TV break which will be directed by a parade worker) along the parade route. Distance between entries shall not be less than 100 feet or more than 300 feet. Please do not stop unless directed to do so by a parade worker or during an emergency. Audio messages of any type are not allowed. Music or bands may play for entertainment purposes while riding on a float or marching in the parade but must always maintain forward progression.
8. All participants operating a motorized vehicle of any kind, (go-kart, motorcycle, four-wheeler, moped, etc.) must be a licensed driver at least 16 years of age. Participants not meeting the age requirements wanting to display their motorized vehicle may do so on a trailer or flatbed truck. They may not drive at any time during the parade. Helmets are recommended for all riders of bicycles, skateboards, inline skates, scooters (motorized or not,) motorcycles, etc. regardless of age.
9. Any participant/s 12 & under cannot participate in the parade as a walker or on a bicycle, scooter, inline skates, etc. without a responsible adult accompanying the participant/s. Guidelines for PEDESTRIAN UNITS Youth organizations are encouraged to participate. However, due to the length of the parade route, we suggest that entries with young children use a float to carry those children. Please try to carpool with others in your group when dropping off at line-up location.
10. Entries with performance tricks are limited to no more than six of these performing participants at one time. Burnouts, wheelies, and donuts are strictly prohibited. Performances must be able to always maintain forward progression and should be able to maintain the distance between entries listed.
11. Each entry will be assigned a line-up number after the entry deadline. The line-up numbers must be clearly visible and displayed on the lead vehicle/person/bicycle/etc. on both sides of the entry so it is visible to staff along the route.
12. All entries/floats must be in their designated starting location no later than 5:15 PM (The parade will begin at 6:00 PM The starting location will be clearly marked on the ground and will allow for length of entry. Vehicles should pull up to the number so that their front bumper aligns with the number on the ground and the right tire hugs the curb.
13. Any person in violation of these rules as determined by the parade committee will be suspended from future involvement with the parade and/or any other City sponsored events.
14. Insurance - We encourage units participating in the parade to check into insurance implications related to your entry's participation. **THE CITY OF ZANESVILLE DOES NOT PROVIDE INSURANCE COVERAGE FOR PARTICIPANTS.**
15. The parade WILL take place RAIN OR SHINE! In the event of severe weather, a parade staff member will notify the contact person listed on the entry form via phone and/or email.



Entry Description Sheet

Must be returned by November 13, 2024

Email directly to emily.shirley@coz.org

This form is divided into two categories. The first is the physical description of the entry: design, lighting, colors, objects, people, music and so forth. The second section is space for you to help us best describe your entry as it passes the announcing platform.

Name of Organization: _____

SECTION 1: Physical description of the entry/ color of the vehicle.

SECTION 2: Promotional Information for public announcement during the parade. In 25 words or less, please use this space to best promote your entry. We reserve the right to edit.

Please print something interesting or unique about the people or animals in your entry or about your group that the announcer can use if there is extra time:
