



INFORMATION

Parade Entry Forms Due: Thursday, November 17, 4:30 p.m.

MANDATORY Parade Safety Meeting: Monday, November 28, 5:30 p.m., Stillwater Community Center

Parade: Thursday, December 1, 2022, 7 p.m., Downtown Stillwater

Theme: "Christmas Vacation"

This theme is open to many interesting parade entry ideas.

- Parade entry forms may be completed online, emailed, or in-person to the Stillwater Community Center at, 315 W. 8th Ave., Stillwater, OK 74074.
- Parade entry fees may be made by phone or by visiting the Community Center.
Community Entry (\$25), school, church, small community group, individuals
Business/Corporate Entry (\$40), businesses and corporations
- In order to compete in the parade, you must mark that on the form. Please know, entrants are not required to compete and can join the parade for fun.
- **Santa is the special guest at the end of the parade. Please do not include a Santa in your parade entry. We are a parade of lights, so lights should be included in your entry.**
- Parade entries will be notified of their placement number in the parade on Monday, November 28, at the safety meeting.

Contact: If you have questions or need additional information, contact Stephanie Kinder at (405) 533-8433, or email: communitycenter@stillwater.org.

REGULATIONS

- Skirting or bordering of any kind may be added to enhance the appearance of the entry. **Skirting must not cover taillights while in transit to or from the parade staging area. Taillights must be visible at all times, except while in the staging area or during the parade.** If your float is not street legal, you will need a vehicle with flashers following the float to the staging area and then again after the parade ends.

- **No semi-trucks and trailers will be allowed in the parade.** These vehicles are too large and have the potential to cause injury to any individual(s) that are not accustomed to how they move.
- A float or vehicle/trailer combo may not exceed 50 feet in length or 15 feet tall.
- Power cords must be affixed to allow for free movement and not drag on the ground.
- In order for a float to be eligible for placing, it must complete the parade in sequence. Human power will not be allowed for any type of parade float.
- **A delay of the parade or gaps due to breakdown or inability of the entry to keep up with the parade pace will result in removal of the parade entry.**
 - If the float is not operational, it will not be judged.
 - All entries must complete the parade route, no entries will be allowed to exit early.
- **No objects shall be thrown from any entry.** This can be a safety issue with children running under the vehicles to pick up dropped candy. Candy or trinkets are to be distributed hand-to-hand by people walking along the curbside. No person shall stand on the roof, hood, fender or bumper of any moving vehicle.
- No alcohol is allowed, in staging, on the parade route or in the parade lineup area, and any participants found to be in the possession of alcohol or suspected of intoxication will forfeit their parade float entry and could be cited or arrested.
- All parade entries with generators shall have a fire extinguisher easily accessible. Generators must not be located next to fuel cans.
- The parade committee reserves the right to reject any proposed entrant whose application fails to comply with the specific and general theme of the parade. Furthermore, the parade committee reserves the right to reject any proposed entrant whose entry is obscene, patently offensive, offers no value to the community, and/or may subject the committee to liability.
- Parade members who have security details as part of their job will be responsible for their own security. The Stillwater Police Department does not provide this service.
- **ALL PARADE ENTRIES MUST BE IN POSITION IN THE STAGING AREA NO LATER THAN 6:30 P.M.** This allows staff and parade coordinators time to make adjustments to the parade and have ample time to spread the word of the change or delay.
- **What you submit on your application is final. Staging is determined by the entry form. Last minute substitutions will not be allowed.**
- Horse entries are limited to 20 horses and motorcycle entries are limited to 20 motorcycles. Both types of entries must ride 3 wide throughout the parade.



PARADE ENTRY FORM

Entry Deadline: Thursday, November 17, at 4:30 p.m. No Entries will be accepted after this date. Payment is due with entry form.

Group/Entry Name: _____

Contact Person: _____ Phone: _____

Contact Person: _____ Phone: _____

Mailing Address: _____

Email: _____

Parade Entry Fees: *(cash & checks accepted)* Checks payable to: City of Stillwater.

Community Entry (\$25 fee): ____ (or) Business/Corporate Entry (\$40 fee): ____

Does your entry want to compete? *(check applicable)*

Yes: ____ (or) No: ____

Describe Entry (This will be used by the emcee to describe your parade entry during the event):

What type of vehicles, type and quantity: _____

Will you be pulling a trailer(s), type and length: _____

Estimated total length of entry: _____ **Number of individuals participating:** _____

Will you have live animals? _____ **Will you have loud speakers/music?** _____

Submission of this application is consent to all rules and regulations. Also, agreeing that a representative from our parade entry will attend the required safety meeting on November 28, at 5:30 p.m. at the Stillwater Community Center. We understand that failure to attend the safety meeting could result in removal from the parade line-up. The contact person(s) will be notified if there are changes to start time due to inclement weather or other reasons beyond the City's control.

Contact: Questions may be directed to Stephanie Kinder at (405) 533-8433, or: communitycenter@stillwater.org.

Save completed form and email it by **clicking here.**