

TREE LIGHTING | PARADE

JOIN THE
FESTIVITIES

Stillwater
Holidays



2 0 2 3

12.07.2023

Main St.

For more information regarding
Holidays in Stillwater, please go to
visitstillwater.org

INFORMATION

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

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

Parade: Thursday, December 7, 2023, 7 p.m., Downtown Stillwater

Theme: “Holidays in Stillwater” – create your own theme!

We have started a new category- instead of an overall theme, you tell us the theme and the judges will rate it based on how well the theme is represent.

- Parade entry forms may be completed online at stillwaterok.gov/Holidays, emailed to communitycenter@stillwater.org, or in-person to the Stillwater Community Center, 315 W. 8th, Visit Stillwater 2617 W. 6th, or Stillwater Chamber of Commerce, 409 S. Main.
- Parade entry fees may be made by phone at 405-533-8433 or by visiting the Community Center, 315 W. 8th.
 - Community/Non-profit 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 Thursday, November 30, at the safety meeting.

Contact: If you have questions or need additional information, contact Collett Campbell at (405) 714-9824, or email: collett@oklahomaharvest.com

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. Candy is prohibited.** This can be a safety issue with children running under the vehicles to pick up dropped candy. 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.

Awards and Judging Criteria

- **There are four awards this year and each will win a trophy:**
 1. Best Community entry;
 2. Best Non-profit entry;
 3. Best Commercial entry;
 4. Best Band entry

- **Judging Criteria and Rating Process**

- Best Use of Theme (Create your own theme)**

- How well does the entry reflect the theme of the parade?*

- Best Use of Lights**

- How coordinated is the unit?*

- Originality**

- How unique, unusual and different is the entry?*

- Overall Appearance**

- The look and feel of the entry (design, style, use of color, etc.)*



PARADE ENTRY FORM

Entry Deadline: Friday, 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/Non-profit 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 30, 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.

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collett@oklahomaharvest.com.