



# IMAGINE ROTARY

Warren County Christmas Parade Entry Form

Warrenton Rotary Club/Town of Warrenton

Saturday, December 10<sup>th</sup> @ 5:00 PM

Rain Date: Sunday, December 11<sup>th</sup> @ 5:00 PM

Theme: Rotary International's theme this year is: "Imagine Rotary". We ask of you to help Rotary "Imagine Christmas Cheer". Participants in the parade are encouraged to decorate their floats with Christmas Cheer.

Organization or Person: \_\_\_\_\_

Type of Entry: \_\_\_\_\_

(Example: float/truck/group of marchers)

Other details of entry: \_\_\_\_\_

\_\_\_\_\_

Contact Person, **Cellular** Number and Email: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Parade Entry Rules:

1. **No Motorcycles**
2. **Any entries that play music must play Christmas music**

All entrants must meet at Mariam Boyd Elementary School at 4:00 PM on December 11<sup>th</sup> and will be directed from there.

The entry forms can be dropped off at Tar Heel Tire in Warrenton with Meredith Kelly or faxed to 252-257-6632 or dropped off at Town Hall at 113 S Bragg Street in Warrenton. If you have any questions, please email Mike Coffman at [m.coffman@warrenton.nc.gov](mailto:m.coffman@warrenton.nc.gov).

Thanks from the Warrenton Rotary Club!



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## General Information and Safety Rules

- If inclement weather threatens to postpone the parade, a TEXT MESSAGE will be sent out to participants the night before advising whether the parade will be held as planned or if the rain date will be utilized. PLEASE provide a cell phone number in the space provided on the entry form. A notice of cancellation will be posted on the “Warrenton Festivals” Facebook page as well.
- Please nominate an adult member of your group to be responsible for all aspects of safety, who is also able to act as a single point of contact between your group and the parade organizers before and during the event.
- Parade lineup will be emailed to participants at least the day before the event, explaining how the lineup will work and encouraging participants to arrive **no later** than 4:00 PM.
- Please ensure that any candy thrown from floats lands on the sidewalks and not in the streets. It is very dangerous if children run into the street after the candy during the parade.
- The towing vehicle and trailer must be in a legal and roadworthy condition and the trailer must not exceed the maximum towing capacity of the towing vehicle. The driver is responsible for ensuring this.
- The driver of the towing vehicle is responsible for the general safety of the vehicle, towing mechanism, break-away chain and general sturdiness of the float. It is the driver’s personal responsibility to ensure that adequate insurance coverage is in force.
- The driver should keep up with the procession and not allow significant gaps to form however a reasonable distance should be maintained between participants at all times. Ask event coordinators how much distance the day of the event if you are unsure. Be aware that spectators sometimes cut across the procession ahead of a float to get to the other side.
- If able, provide adult marshals to walk alongside the float who can be clearly seen by the driver. They should guard the sides of your float from spectators and watch for spectators who may jump into the road for candy.
- Please try to keep your vehicle centrally away from either side of spectators in case somebody falls or is pushed into the road.
- If the route needs to be evacuated in an emergency, drivers should pull their floats to one side of the road so as to leave a clear space if possible; turn off their engine and sound system, leave the key in the ignition and make their way to safety.
- Please keep this sheet for your records and should you have any questions, email Mike Coffman at [m.coffman@warrenton.nc.gov](mailto:m.coffman@warrenton.nc.gov).