

# 49th Annual Waukesha Christmas Parade Candy Canes on Main

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of WISCONSIN™

September 16, 2011

**Waukesha's 49th Annual Christmas Parade, brought to you by the BloodCenter of Wisconsin, will be held on Sunday, November 20th at 4:00 pm.** Plans have been underway all year to prepare for this event, which is made possible through support from the City of Waukesha and the Waukesha Business Improvement District (BID).

The theme for this year's parade is "**Candy Canes on Main.**" All units must in some way reflect either the parade's theme or the holiday season.

Community groups that are interested in participating in the Christmas Parade can do so free of charge, but all organizations must complete the required paperwork and return it to the BID Office by the deadline listed below. Businesses are also encouraged to actively participate in the parade. Other than designated parade sponsors, a \$125.00 fee will apply to any unit that is identified as representing a business. This includes floats, mascots, vehicles, and/or other entries.

Please fill out the parade participation form and return it to the BID Office no later than October 7, 2011. All applications will be reviewed and **confirmation letters will be e-mailed** by October 28th, or mailed through USPS by request only.

If you have questions, please contact the BID Office by calling (262) 549-6154 or by sending an e-mail to [BID@DowntownWaukesha.com](mailto:BID@DowntownWaukesha.com).

Sincerely,

The Waukesha Christmas Parade Committee



**Waukesha Business Improvement District**  
802 N. Grand, Waukesha, WI 53186 | PH: (262) 549-6154 | Fax: (262) 549-6187  
E-mail: [BID@DowntownWaukesha.com](mailto:BID@DowntownWaukesha.com) | Website: [www.DowntownWaukesha.com](http://www.DowntownWaukesha.com)

## **PARADE GUIDELINES**



1. A description of the unit is required when filing the application.
2. All units must be decorated and have working lights on the float to be considered for entry into the Waukesha Christmas Parade.
3. All units must in some way reflect either the theme of the parade or the holiday season.
4. Absolutely no Santa costumed characters allowed in the parade.
5. All parade entries must be pre-registered.
6. Units that delay the parade are subject to removal.
7. No political campaign signs will be allowed.
8. Candy may be handed-out, but not thrown. Units throwing candy will not be allowed to return.
9. The parade committee reserves the right to limit or determine participation in the parade.
10. Units with animals must provide proof of insurance. Dogs must be muzzled. Units must clean-up after the animals.
11. Units must maintain no more than 50 feet between each other and must keep moving. For everyone's safety, no units may stop to perform.
12. Units must adhere to their assigned entry number.
13. Units without a float and/or walking-only units, are discouraged and will be limited in number.

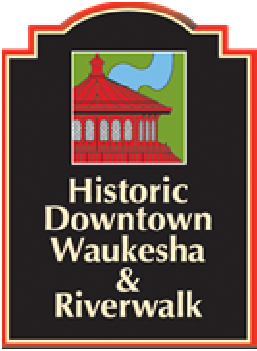
## **FLOAT JUDGING INFORMATION**

The judging will take place in the parade line-up area. If you are entering a float for judging, your unit must be in place by 2:30 p.m. Be sure to affix your position number on the left side (driver's side) of the float/vehicle. Winners will be notified prior to the start of the parade and will be presented with a ribbon for display on the float.

All units that wish to be judged must:

- Be pre-registered.
- Have lights on the float.
- Have a unit significantly different from last year's entry.
- Reflect either the theme of the parade or the holiday season.
- Be in place by 2:30 p.m.

Awards will be given for the following: 1st, 2nd, and 3rd Place for both community groups and business organizations.



# 49th Annual Waukesha Christmas Parade PARADE REGISTRATION FORM



ENTRIES MUST BE RECEIVED BY October 7, 2011

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Type of Unit: (check all that apply)**

Marching Band  
Color Guards  
Antique Auto  
Novelty Unit

Animals (certificate of insurance enclosed)  
Dogs  
Horses  
Float with lights

Includes Music  
Other: \_\_\_\_\_

**Describe your entry and any special accommodations that are necessary.** Please give specific entry descriptions, including animals. We cannot guarantee any unit a specific position in the parade. Floats must be described.

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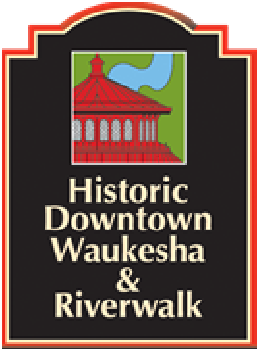
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**Please review the back and sign.**



# 49th Annual Waukesha Christmas Parade PARADE REGISTRATION FORM



ENTRIES MUST BE RECEIVED BY October 7, 2011

### Float Judging

Entries will be judged on originality, theme presentation, use of color and sound, detail, and materials. Entries not significantly different from last year's entry will not be eligible for this year's judging.

Prizes will be awarded to the top three floats in two categories: (Please check one)

\_\_\_\_\_ **Business**      \_\_\_\_\_ **Community Group**

**Note: YOU MUST COMPLETE THE ABOVE SECTION IF YOU WANT YOUR FLOAT TO BE JUDGED!**

### Statement of Compliance & Hold Harmless Agreement

I have read and agree to all the entry guidelines. I understand that my float is subject to the approval of the Waukesha Business Improvement District and that non-compliance to these guidelines is subject to removal from the parade. The Parade Committee reserves the right to remove any unit from the parade that is deemed inappropriate. The parade participants shall indemnify and hold harmless the City of Waukesha, the Waukesha Business Improvement District, its sponsors, and agents from and against all claims, suits, damages, costs, losses, and expenses in any manner arising out of or connected with the 49th Annual Waukesha Christmas Parade on November 20, 2011. It is expressly understood by the parties to this agreement that the indemnification provided herein by the participants shall not extend to the negligent acts or omissions of the City, its agents, and employees.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name of Participant** (Acting as representative on behalf of above stated participant and its members)

THE ANNUAL WAUKESHA CHRISTMAS PARADE IS MADE POSSIBLE THROUGH THE EFFORTS OF THE CITY OF WAUKESHA AND THE WAUKESHA BUSINESS IMPROVEMENT DISTRICT.



**Please send completed entries no later than October 7, 2011.**

**MAIL To: Waukesha Christmas Parade Committee**  
Waukesha BID  
802 N. Grand Ave.  
Waukesha, Wisconsin 53186  
**Or FAX To: (262) 549-6187**