

OLD TOWN CAPE, INC.'S ANNUAL DOWNTOWN CHRISTMAS PARADE OF LIGHTS 25 Years of Christmas Lights on Parade

We would like to invite you to participate in the 25th Annual Downtown Christmas Parade of Lights on Sunday, November 27, 2016. The theme for 2016 is "25 Years of Christmas Lights on Parade." This parade is proudly presented by Old Town Cape, Inc. and our sponsors listed below.

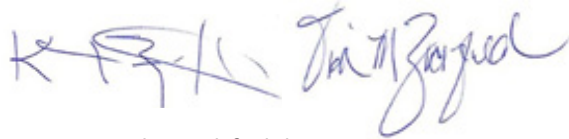
Attached you will find information and rules regarding the parade as well as an entry form. Please read all rules prior to planning your float and/or associated activities.

The parade will be limited to the first 100 entries.

Forms received on or prior to October 21, 2016 will have an entry fee of \$40.00 or \$20.00 for not-for-profit organizations. Forms received after October 21, 2016 will have an entry fee of \$50.00 or \$25.00 for not-for-profit organizations. Please make checks payable to Old Town Cape, Inc.

You will be notified by mail prior to the event of your position in the parade and additional details regarding the day. Contact Vicki Zickfield or Katie Amrhein with any questions.

Thank you for your participation,



Kent & Vicki Zickfield
Parade Coordinators
kent@zickfields.com
(573) 335-5681



Katie Amrhein
Old Town Cape, Inc.
Marketing & Events Coordinator
info@oldtowncape.org
(573) 334-8085



OLD TOWN CAPE, INC.'S ANNUAL DOWNTOWN CHRISTMAS PARADE OF LIGHTS

25 Years of Christmas Lights on Parade

Parade Information

o The parade route will begin at Capaha Park and proceed down Broadway to Main ending at Hutson's Fine Furniture.

o Line up for the event begins at 1pm. Participants will receive information the week before regarding their position in the parade and where to enter the park. NO OTHER VEHICLES WILL BE ALLOWED IN THE PARK, AFTER 1PM.

o Float passengers and walking entries, such as scout groups, should arrive and be dropped off at the West End Blvd. entrance of Capaha Park. Bands should be let off buses in the SoutheastHEALTH parking lot at the corner of Broadway and West End.

o Parade officials will be stationed at each park entrance to assist participants.

o In preparation for and on the day of the event, the Parade Committee reserves the right to refuse any entry.

o The parade will begin at approximately 5pm, or at dusk.

CANCELLATION for weather will be announced on local radio stations, www.oldtowncape.org, facebook.com/oldtowncape/ and other local media outlets. If canceled, the parade will be held on the following Sunday. No refunds will be given for event cancellation, postponement or entry withdrawal. Please include your contact information for the day of the parade on the entry form in case of cancellation or postponement.

The 25th Annual Downtown Christmas Parade of Lights is sponsored by:



OLD TOWN CAPE, INC.'S ANNUAL DOWNTOWN CHRISTMAS PARADE OF LIGHTS

25 Years of Christmas Lights on Parade

Parade Rules

1. All entries including commercial entries must be decorated for Christmas and lighted. Any undecorated entries will not be allowed to participate.
2. All entries should include Christmas music: either live singing, instrumental or taped.
3. All entries should display the name of the organization or group on both sides.
4. NO LIVE SANTAS ON ANY FLOAT! (We have Santa riding at the end.)
5. NO fliers or business cards can be handed out.
6. NO parking or stopping along the parade route.
7. Limit of 25 walkers per entry.
8. Limit of 6 accessory vehicles per entry (ATV's, gators, etc.).
9. Every vehicle, including accessory vehicles (ATV's, gators, etc.) must be registered.
10. Motorcycle riders MUST, per city ordinance, wear helmets and observe safe driving practices.
11. Maximum height of float/entry must not exceed 13 feet, due to traffic and street lights.
12. Participants without headlights should have an escort vehicle meet them at the end of the parade route.
13. No entries for political campaigns are allowed.
14. Absolutely NO candy can be thrown from any float or moving vehicle. This is according to city ordinance and is for the safety of children who might run between vehicles to pick up candy or be injured by thrown candy. Walkers accompanying your entry may distribute candy but must keep up with the parade pace. **POLICE WILL REMOVE ANY ENTRY VIOLATING THIS ORDINANCE.** This is especially important due to the parade time (after dark).



Questions? Call Vicki Zickfield (573) 335-5681 or Old Town Cape, Inc. (573) 334-8085

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Parade Entry Form

Name of Group or Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____

Email: _____

Contact Person: _____

In the event of inclement weather, please provide day-of-parade emergency contact information:

Name: _____ Telephone: _____

DETAILED description of entry (decorated truck, 18-wheeler with trailer, band, walking entry, animals, size of trailer and truck, type of vehicle, number and type of accessory vehicles, etc.) Please be specific regarding truck & trailer size. Attach additional sheets if necessary.

Please mail your completed form and check to:

Old Town Cape, Inc.
418 Broadway
Cape Girardeau, MO 63701

Please make checks payable to: Old Town Cape, Inc.

Entries are limited to the first 100 entries. The parade committee reserves the right to refuse any entry before and on parade day.

