



3rd Annual Lodi Christmas Lights Parade Guidelines and Entry Form

Date: Saturday, December 2, 2017

Time: 6:00pm parade start

Requirements for All Entries:

- **New for this year:**
 - **All Entries must either have a banner on the passenger side of the vehicle or carry it on the right side of a walking group as they face forward. (Last year we had signage on the front of vehicles or the front of the group). We changed so that it is visible to the judges.**
 - **All entries must have either flashlights if walking or lights on their float vehicles. This is for safety. (Last year we noted that glow sticks were not bright enough and therefore any glow sticks need to be supplemented with flashlights)**
- All parade participants, including floats, costumes, characters, walking units, equestrian units, etc. must fill out and submit parade application form by November 22, 2017.
- The theme this year is: **Christmas Around the World**
- There is NO fee to have an entry in the parade.
- All entries, walking or riding in the parade must have lighting.
- All entries must have signage indicating who they are representing and posted on the passenger side of the vehicle or carried on the right side of the walking group when they are facing forward.
- It is highly encouraged to have Holiday music playing on a speaker system or other device(s) for spectators to hear.
- The "official parade Santa and Mrs. Claus" will be arriving either first or last in the parade. **NO OTHER FLOAT MAY HAVE A REAL SANTA CLAUS OR MRS. CLAUS ON OR AROUND IT, THIS WILL CONFUSE CHILDREN!**
- No political or advocacy propaganda is allowed.

Judging:

- Entries shall be judged as a "Judges Choice" and will receive a certificate.



Float Categories:

Commercial Entries:

Definition: any for-profit business entry is considered "Commercial". Commercial entries carrying business products are allowed in the parade. It is preferable that the products be decorated to keep with the Holiday Season Theme. Commercial Mascots: Costumed Characters may be entered as well.

Non-Commercial Entries:

Definition: Any non-profit, civic group, individual or group not categorized as commercial, shall follow the same guidelines for entry selection and adherence to holiday interpretation.

Sponsorship: If you have a sponsor for your non-profit entry, please note that on your application along with contact information for the sponsor. It is your organization or sponsor's responsibility to supply a banner for your float.

Float Design Recommendations:

- Construction: Floats may be constructed on flatbed trucks, hay wagons, trailers or other towed vehicles. Pick-up trucks with riders are not considered floats. Floats shall be constructed and decorated so that viewing from either side is equally appealing to the spectators.
- Props/Characters: Please remember your float materials must hold up under possible adverse weather conditions. Props can be constructed from plywood, styrofoam or other building material like chicken wire, plaster, etc. People on your float should be in costume to enhance the representation of your holiday inspired theme.
- Music: You are highly encouraged to incorporate music into your float design. Please note that a boom-box will not be heard from your float. You will need additional amplified speakers
- Signs: The float should bear the name of the organization and or sponsor on the passenger side of the vehicle or for walking groups on the right side of the group as they are facing forward. All signs must be legible and of size to make them easily readable as a spectator. We recommend 4" minimum lettering. Commercial logo on the signs are acceptable. Sponsor signage should be provided by your sponsor.
- Lights: All floats, walking units, equestrian units, etc., **MUST BE LIGHTED**. We recommend flashlights in addition to LED necklaces, bracelets or light strings for walkers although several glow sticks per person can also be used. Flashing lights, or reflectors pinned on clothing as well as battery operated light packs work well for walkers and participants. Spotlights aimed at white items or clothing shine quite well also. It is recommended to have additional batteries on hand for battery powered light packs. Chilly weather may drain them quickly. Also, to prevent pre-parade meltdowns, remember to **TEST ALL GENERATORS WITH YOUR LIGHTS, SOUND AND MOTION BEFORE THE EVENT!**



- Walking Groups: Groups should preferably be dressed in holiday inspired costumes, although uniforms or other unified dress is acceptable.

Safety Requirements:

- It is required that no candy or other objects be thrown from any vehicle. We strongly encourage you to have walkers alongside your float entry handing out candy, coupons, flyers or other items you wish to give away.
- No alcoholic beverages of any kind allowed in or on the float or tow vehicles.
- It is recommended that riders (especially children) either be seated while riding on a float or have a hand-hold of some kind.
- Portable generators need to be securely mounted with adequate clearance separating any part of the generator from combustible fabrics or decorating materials. It is recommended that one fire extinguisher be located near each generator.

Parade Route:

- The parade starts at the corner of Clark and N. Hill Street. You are able to park around N. Hill Street in the wrap around. The parade route goes from Clark to Millston then right on Fair Street ending at the Fair Grounds. Please plan to check in with Tony Hermann at the start of the parade route for further instructions or changes.
- If you wish to park your entry at the end of the parade for the spectators to view, please make sure the vehicle is turned off, but leave the lights and music on for the spectators' enjoyment.
- Updates regarding the use of the Fairgrounds to display your entry after the parade are pending. Additional information will be provided prior to the parade start.
- If you have any questions regarding Lodi's Annual Light Parade feel free to email Tony Hermann at toneman3@msn.com



Registration Form

Please Mail or Email Registration from to: Tony Hermann
118 Vilas Hibbard Pkwy
Lodi, WI 53555
OR
Toneman3@msn.com

(Please print or type the following information)

Company/Organization Name:

Contact Person:

Address:

Phone:

Email:

Description of unit(s) including size:

Will you have music on the float (Circle one answer): Yes No