



# **SMITHFIELD PARKS & RECREATION**

## **2024 CHRISTMAS PARADE**

### **APPLICATION PACKET**



**DEADLINE TO REGISTER: Monday, December 2nd, 5:00pm**

Entries received after this date will be charged an additional \$10 Late Fee. Entries can not be guaranteed after 12/2.

**PARADE DATE: Thursday night, December 12, 2024, 7:00pm**

**Line Up Begins: 6:15pm**

**Entry Fees: \$25 Civic & Church**

**\$50 Non-Commercial & Queens**

**\$75 Commercial**

**\$10 / Additional Charge for all Entries received after 12/2**

1. **Line Up Assignments:** Assignments will be emailed Wednesday, December 11th by 5pm. If you have not received your Assignment by Wednesday, 12/11 (5pm), please call the Smithfield Parks & Recreation Department at (919) 934-2148 or email Tiffany Pearson at [tiffany.pearson@smithfield-nc.com](mailto:tiffany.pearson@smithfield-nc.com). **YOU ARE RESPONSIBLE FOR LETTING YOUR GROUP KNOW YOUR ENTRY NUMBER AND WHERE YOU WILL BE LOCATED.**
2. If you are interested in a float contact Parks & Recreation for a float packet.
3. **Parade Restrictions:** A) Nothing is to be thrown or passed out from any vehicles. It creates a dangerous situation for children who would run into the street to pick up what is thrown. B) No sirens will be allowed by order of the Smithfield Police Department. C) **All animals must get prior approval by the Parade Director.** D) All entries must be approved by the Parade Director. Refusal to comply with these rules will affect your ability to participate in future Smithfield Parades.
4. The Smithfield Parks & Recreation Department reserves the right to have Santa Claus be the last entry in the Parade. **No other Santa will be permitted in the Parade.**
5. **Do a brake check on your vehicle one week before the event.**
6. Smithfield Parks & Recreation Department reserves the right to accept or deny any entry application.

**Questions contact Smithfield Parks & Recreation Department at (919) 934-2148.**



# SMITHFIELD PARKS & RECREATION CHRISTMAS PARADE APPLICATION

**PARADE DATE:** Thursday night, December 12, 2024      **TIME:** 7:00pm

*Parade Participants should be ready at your spot at 6:15pm*

Entry Name: \_\_\_\_\_

Name of Primary Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Email / Please print carefully: \_\_\_\_\_

Name of Secondary Contact Person: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

**TYPES OF ENTRIES:** Car, Truck and/or Trailers, and Walking Groups

Please check your Entry Type:

\_\_\_\_\_ Schools, Fire, Rescue Entry / **No Charge**

\_\_\_\_\_ Civic Groups / Church Entry / **\$25**

\_\_\_\_\_ Non-Commercial & Queens / **\$50**

\_\_\_\_\_ Commercial Entry / **\$75**

***\$10 / Additional Charge for all Entries received after 12/2/2024***

<b>Checks and Cash only:</b>
Make checks payable to
Smithfield Parks & Recreation
P O BOX 2344
SMITHFIELD, NC 27577

**Will your parade entry include any sound? \_\_\_\_\_ (Singers, PA Music, etc.)**

**Length of Entry (Feet) \_\_\_\_\_**

**(CIRCLE: Car, Truck, Truck & Trailer, Walking Group)**

Line Up / Placement Requests: If you have any special requests for placement in the Parade, or to be lined up with another entry, please indicate below. We do not guarantee these requests, but we will do our best to honor them when possible. \_\_\_\_\_

Please include a one or two line sentence regarding your entry for the announcing stage:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Smithfield P&R reserves the right to approve all entries. By Order of the Smithfield Police Department, there will be NO distribution of materials, flyers, candy, etc. Failure to comply will result in denying entry in future parades. You should receive your entry information by Wednesday, 12/11. **Please share that information with your group.***

Signature: \_\_\_\_\_

Date: \_\_\_\_\_