



**City of Beckley
Christmas Parade Details**

TO: Parade Participants
FROM: City of Beckley / Beckley Events
RE: CHRISTMAS PARADE
DATE: October 2016

The City of Beckley will host the annual Christmas Parade on Saturday, December 3, 2016 beginning at 11 a.m. Line-up will begin at 9 a.m. at Park Middle School (floats, vehicles) and at 10 a.m. at the Beckley Intermodal Gateway Plaza (bands & walking units). The course of the parade will follow the same route as in past years.

This year's parade theme will be "Christmas Past, Present &/or Future". Floats should have signs on all four sides identifying the group on the float. Floats will compete in four categories: Religious, commercial, schools, and organizations. Trophies will be awarded for the best overall, four float categories (1st, 2nd, & 3rd), along with the judges' choice walking unit, animal unit, classic car, and decorated emergency vehicle, plus bands. Cash prizes may be awarded for the best overall (\$100) and 1st place in the four float categories (\$50).

An Awards Ceremony will occur after the parade in the Word Park/Stage area on Neville Street. Each party who participates with a float should send a representative to the Ceremony to claim the appropriate trophy. Band trophies may be delivered separately. If you do not claim your trophy after the parade, please pick up at City Hall, Monday – Friday, between 8:30 a.m. and 4:30 p.m.

Please see the attached sheets for parade information and entry form. Please fill out and mail the entry form, at no charge, to Jill Moorefield, City of Beckley, 409 South Kanawha Street, Beckley, West Virginia 25801 or fax to 304-256-1816 by December 1, 2016. Your line-up position will be forwarded to you upon your arrival on the day of the parade.

If you have any questions, please feel free to contact Jill Moorefield at 304-256-1776. Thank you for your interest in this community event.

PARADE INFORMATION

PARADE THEME: “Christmas Past &/or Christmas Present &/or Christmas Future”

PARADE DATE: Saturday, December 3, 2016, at 11:00 a.m.

Note: If heavy rain or extremely low temperatures (under 20 degrees) are forecasted for Saturday, a possible inclement weather make-up date may be Sunday, Dec. 4 at 4 pm (if weather improves by then). However, we normally do not cancel or postpone events.

LINE UP: Floats line up at Park Middle School between 9:00 a.m. and 10 a.m.

Children can arrive between 10 noon and 10:30 a.m.

All vehicles must enter from Woodlawn Avenue turning onto Park Avenue. Bands and walking units will line up at Beckley Intermodal Gateway Project between 10 a.m. and 10:30 a.m.

DEADLINE FOR ENTRY: December 1, 2016

PARADE ROUTE: Down Park Avenue, right onto Third Avenue, right onto Neville Street, (walkers & bands at B.I.G.), left onto Heber Street, right onto Main Street, left onto Kanawha Street, left onto Prince Street, down to Police Department.

FLOAT COMPETITION: Floats will be judged during the Parade for use of the theme, use of color, and originality. Judges’ stand is near Word Park on Neville Street.

PLEASE HAVE THE NAME OF YOUR GROUP ON YOUR FLOAT CLEARLY VISIBLE FOR JUDGING ON ALL SIDES.

Float awards will be presented near Word Park on Neville Street following the parade.

FLOAT REQUIREMENTS: Float length not to exceed 55 ft.; Float height not to exceed 13 ft.; Float width not to exceed 8 ft.

- All materials must be able to stand up to rain or snow.
- Music on floats is welcome.

SANTA CLAUS: Santa will ride at the end of the Parade. No other Santas allowed in the Parade.

EMERGENCY VEHICLES: Please complete an entry form. **NO LOUD SIRENS PERMITTED.** Spectators are unable to hear music from bands and floats. Sirens are amplified when set off between the buildings and hurt children’s ears. Decorated vehicles welcome!

ANIMALS WELCOME: **HORSES MUST BE BAGGED or have clean-up crew.**

SPACING: Please keep about 20 feet between you and the group in front of you. Please move your group along so that there is a good flow and no gaps in the parade. Do not stop to perform and create a gap. **DO NOT THROW OBJECTS OR CANDY FROM YOUR FLOAT OR VEHICLE.** Someone may walk alongside your entry if you wish to distribute candy.

ENTRY FORM

NAME OF GROUP _____

CONTACT PERSON _____

ADDRESS OF REPRESENTATIVE (please provide) _____

CITY, STATE, ZIP _____

PHONE NUMBER _____

FAX NUMBER _____

E-MAIL ADDRESS _____

TYPE OF UNIT: ___ Walking
 ___ Mascot
 ___ Band
 ___ Float
 ___ Animal (Specify) -
 ___ Vehicle
 ___ Classic Car: Make _____ Model _____ Color _____
 ___ Emergency Vehicle
 ___ Other (Specify)

CATEGORY: ___ Religious ___ Commercial ___ Organization ___ School

WILL YOU HAVE MUSIC ON FLOAT? ___ Yes ___ No

RETURN ENTRY FORM TO:

Jill Moorefield
CITY OF BECKLEY
409 South Kanawha Street or P O Box 2514
Beckley, WV 25801

OR Fax to 304-256-1816 or Email jmoorefield@beckley.org