



**Kiwanis Club of Abingdon
P.O. Box 445
Abingdon, VA 24212
August 20, 2018**

Dear Christmas Parade Participant,

It's that time of year to again think about and plan for the annual Kiwanis Christmas Parade. This year the parade will be held on **Saturday, December 1, 2018, at 6:00 p.m.**

The parade will begin promptly at 6:00 p.m. Parade units will begin lining up at 4:30 p.m. The staging area, the route and ending point remain the same. Please do not arrive in the staging areas prior to 4:30 p.m. This will allow adequate time to position all entrants.

The parade length will be limited so entries should be made as soon as possible. All entries are expected to reflect the true spirit of Christmas with their decorations. All entries are subject to Kiwanis final approval. Entries should be received by Kiwanis by November 16, 2018. You will be notified by phone or email if your entry is rejected for any reason. Approved entries will be notified with a confirmation email prior to November 26, 2018. Inappropriately decorated entries or entries strictly for commercial advertising may be asked to leave.

Registration forms, rules, and contact numbers are available on-line at www.abingdonkiwanis.org.

The Kiwanis Christmas Parade is a fundraiser. Proceeds above expenses, if any, will be used for area children's programs. We hope that you will carefully review the enclosed material and join us for the 2018 Kiwanis Christmas Parade.

Very truly yours,

Robert T. Copeland
Club President, 2017-2018

Ben Hamby
Club President, effective October 1, 2018

RULES GOVERNING PARTICIPATION IN THE KIWANIS CHRISTMAS PARADE

1. REGISTRATION FEES:

- First Responders: No fee is required.
- Non-commercial: Public-Service Agencies, Churches, 501c3 organizations, Clubs, Scouts, Elected Officials, Pageant Winners, and Individuals: \$10.00
- Commercial: For profit businesses, corporations, etc.: \$25.00

All applications received after November 16, 2018 will be charged a late fee of \$15.

2. Confirmed entries: Only participants with confirmed registration will be allowed to participate in the parade. Present a copy of the parade email confirmation to a Kiwanis representative when arriving in the staging area. There is a **limit of 2 vehicles per entry, multiple entries are welcome**. Vehicles without a confirmation will be turned away by the police and Kiwanians manning the entry points. Only the Kiwanis Club of Abingdon has a Town parade permit for this event and others participating without a confirmation issued by Kiwanis will be in violation of Town ordinances.

3. Vehicles dropping off participants and picking them up at the end of the parade must leave the staging area ahead of the parade once participants are dropped off. They should proceed to the pickup area on West Main Street by Southern States to await their unit. The street there will be blocked off by the police and there will be ample parking.

4. All units or groups in the parade MUST have substantial and appropriate Christmas themed decorations on their floats or displays. Merely hanging a wreath on the front of a vehicle is not sufficient. The overall appearance must appear to be Christmas related. The club also reserves the right to reject any entrant at the parade site they feel is inappropriate.

5. Entries will be staged in order of arrival in the staging area with certain exceptions, however, no entries will be allowed in the staging area prior to 4:30pm.

6. **THE DEADLINE FOR REGISTRATION IS November 16, 2018.** Registration fee and full information about your entry must be received by this date. A full refund of your entry fee will be made if your entry is not accepted or if received after the maximum of 60 entrants have been approved. All applications received after November 16, 2018 will be charged a late fee of \$15.

7. **DO NOT THROW CANDY** from any vehicle or float. Hand the candy to children who otherwise may dart out in front of vehicles to get it. Throwing candy may subject you to being removed from the parade. Please help keep our children and our parade safe. Thanks!