



ENTRY FORM 59th Annual Christmas Parade

Return one form PER ENTRY by **Friday, November 25, 2022**
Falmouth Chamber of Commerce, 20 Academy Lane, Falmouth, MA 02540
Entries received after November 25 will be placed at the end of the parade.

Organization: _____

Contact Person: _____

Mailing Address: _____

E-mail Address: _____

Day Phone: _____ **Evening:** _____

Weekend Phone (In case of parade postponement): _____

Select your type of organization (circle only one):

Business Not-for-Profit

Select Your Type of Parade Entry (circle all applicable):

Adult Walking Unit (non-float) Children's Walking Unit (non-float)

Truck with Flatbed FLOAT Pick-up Truck FLOAT Car FLOAT

We need to know the length of your moving vehicle, from the hood of the pulling vehicle to the tail-end of the vehicle or float. This will assist our committee in creating the line-up: _____ Total Feet.

Will your walking unit or float feature live/recorded music Yes No

When returning this Entry Form please include a copy(s) of the motor vehicle operator(s) license participating in the parade and a signed safety checklist.

Send in mail, drop by the office or scan and email to Susan,
falmouth@falmouthchamber.com.

Please complete reverse side of form for media coverage purposes



To help our Television Announcers make the most of the Falmouth Community Television (FCTV) coverage during the parade, please complete this page.

THE ORGANIZATION:

Name of organization: _____

Purpose of organization: _____

Size of organization (participants/employees): _____

Do you have a motto? _____

THE FLOAT

Theme or Title of the float: _____

Why that theme/title was chosen: _____

What would you like the TV announcers to say about your organization?



Holidays by the Sea 2022

Thank you for participating in our 59th Annual Falmouth Christmas Parade on Sunday, December 4th, 2022. The parade is a featured highlight of Falmouth's "Holidays by the Sea" celebration. It is because of you, our walking units, floats and music ensembles, that it has retained its unique Cape Cod charm over these many years.



Staging on Dillingham Avenue has forced us to restrict participation to 100 units in the parade. Get your application in now!

Enter Dillingham Avenue on Gifford Street. **Only vehicles that are actually participating in the parade will be allowed to enter Dillingham Ave.** If you are dropping people off, please do so at the Gus Canty Recreation Center, 790 Main Street.

HERE ARE THE DETAILS:

Theme: **"Holiday Traditions"**

When: Sunday, December 4, 2022 (rain date is Sunday, December 11th)

Parade Staging: Dillingham Avenue (closed to through traffic)
Use Gifford Street entrance. No entrance from Main St.

Parade Start: **12:00pm. Arrive for staging between 8:30 and 10:30 am.**

Awards: Winners will be contacted by phone.

If you have questions, please contact the Falmouth Chamber of Commerce at 508-548-8500. We look forward to seeing you in the Parade!



ENTRY FORM

Complete and submit an entry form for each float and/or walking unit by **Friday, November 25, 2022. We need to know the length of your float. Please include it on the application.**

ARRIVAL AND SET-UP

All participants - arrive at Dillingham Avenue for staging, between 8:30am and 10:30am. ***All parade vehicles must enter Dillingham Avenue from Gifford Street.* The Main Street (Davis Straits) entrance will be closed to all vehicles.**

CHILDREN'S GROUPS

All children's group members can be **dropped off** at Gus Cauty Recreation Center, 790 Main St. Children will be allowed to wait in the Recreation Center while the parade is staged on Dillingham Avenue, accompanied by an adult from the group.

VEHICLE DECORATION

All rolling entries (cars, trucks, floats, etc.) should be at least **75% decorated** following this year's parade theme "**Holiday Traditions.**" Costumes resembling Santa Claus are not permitted as there is only one Santa Claus in the parade.

AWARD JUDGING

All entries will be judged. If you enter a walking unit and a rolling unit and want them to travel the parade route together, you will be judged in only one category (walking unit or float).

SAFETY IS OUR TOP PRIORITY!

Submit a signed safety checklist with your application. Submit a photocopy of the driver's license for all drivers operating a moving vehicle in the parade.

By State law, nothing can be thrown or given out from the parade route.

The Parade Committee reserves the right to refuse any entry before or during the parade that does not follow these guidelines.

We appreciate your help to ensure that we offer the Falmouth community a safe and enjoyable celebration of the season.



Falmouth Holidays by the Sea Christmas Parade Safety Checklist

To ensure the safety of all parade participants and spectators, the Falmouth Chamber of Commerce, in consultation with the Falmouth Police Department, requires that the following safety checklist be reviewed and adhered to through the duration of the parade. The checklist will be reviewed for compliance prior to the entrant being allowed on the parade route. Failure to comply with the Safety Checklist may result in the parade entry being prohibited from participating in the event.

THE FOLLOWING ACTIONS ARE STRICTLY PROHIBITED:

- Getting on or off a parade entry once it has started rolling
- Distribution or tossing of promotional flyers, beads, candy, or other give-a-ways
- Consumption of alcoholic beverages at any time during staging and/or the parade
- No Smoking
- Political messages and/or advertisements
- Motorized entry that creates excessive exhaust fumes or smoke
- No littering
- Do Not return to Dillingham Avenue to remove decorations
- No open flame or heating elements that may pose a risk of fire
- Use of bull horns

PARADE ENTRY FABRICATION AND OPERATION:

- All parade entrants will take reasonable and appropriate safety precautions to protect parade participants and spectators.
- All entries should have and use a trip/fall/sharps safety checklist.
- Pick-up Truck floats must have at least one adult (age 18+) Float Monitor assigned to the oversight and safety of the participants and vehicle/float operation throughout the event.
- Tractor Trailer Floats must have at least two (2) adult (age 18+) Float Monitors assigned to the oversight and safety of the participants and vehicle/float operation throughout the event.
- All operators of motor vehicle entries are required to submit a copy of their driver's license to the Falmouth Chamber of Commerce, (20 Academy Lane, Falmouth MA 02540 or by fax to (508) 548-8521) by Friday, November 25, 2022.
- Motor vehicle entries should have working tail lights.
- Rolling entries shall maintain a 15-foot following distance at all times.
- Fire extinguishers are required for each float.
- Maximum float height should **not exceed 13' 6"** from the pavement.
- Entries with live animals must have a person assigned to "Pooper Scooper" duties.

Organization Name

Authorized Signature

Please return with your parade application.



Dear Parade Participant,

We are required to have, on file, a Certificate of Liability Insurance for each participating organization, showing the Falmouth Chamber of Commerce as the Certificate Holder as follows:

Falmouth Chamber of Commerce
20 Academy Lane
Falmouth, MA 02540
Attn: Michael Kasparian, President

Additionally, we request that the Falmouth Chamber of Commerce be listed on your policy as an **Additional Insured**.

Please have your Insurance Agent forward this Certificate to my attention at your earliest convenience by fax to (508) 548-8521 or by mail to the address shown above.

Should you have any questions, I may be reached at (508) 548-8500. Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink that reads "Michael Kasparian".

Michael Kasparian, President
Falmouth Chamber of Commerce