

# 2023 Havendale Christmas Parade -

Friday, December 8, 2023 – 7:00 P.M.

## APPLICATION FORM

Applications must be completely filled out and accompanied by payment with a copy of your insurance card.

**\*Entry Fee (non-refundable): \$50.00 PER MOVABLE UNIT**

**(Checks or Cash ONLY) Checks Payable to: Havendale Christmas Parade**

Please make payments out to Havendale Christmas Parade

Mail or deliver payments to:

Auburndale Chamber  
2701 Lake Myrtle Park Road  
Auburndale, FL 33823

OR

Auburndale Parks and Recreation  
119 W Park Street  
Auburndale, FL 33823

**Parade Deadline: Thursday, November 9, 2023 – or until parade is at capacity.**

- [ ] Professional Float - rented from a professional float company  
[ ] Homemade Float: made by volunteers and pulled by a vehicle  
[ ] Semi: Trailer/Float is being pulled by a Semi-Truck  
[ ] Car: Make \_\_\_\_\_ Model \_\_\_\_\_ (must carry an elected official or pageant rep)  
[ ] Band: Number of band members \_\_\_\_\_  
[ ] Walking Unit: (walking/dancing/marching) How many in unit: \_\_\_\_\_  
[ ] Horses: Number of horses \_\_\_\_\_ Number in Professional/Licensed Clean-Up Crew \_\_\_\_\_

- Total length of your parade entry: (from the front of the towing unit to the back bumper of the trailer)? \_\_\_\_\_
- Total number of movable units in your entry: (Truck pulling float is considered one unit) \_\_\_\_\_
- Total Number of Walkers with Float \_\_\_\_\_ (You can have up to 6 walkers per unit – 3 on each side of unit)
- Total Number of Walkers without Float \_\_\_\_\_ (You can have up to **25 total walkers** per group)

Company/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Cell Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

*DETAILED FLOAT DESCRIPTION* (use back of paper if needed): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Music that will be played on your float: \_\_\_\_\_

Neither the City of Auburndale, City of Winter Haven, Auburndale Chamber of Commerce, its elected or appointed officials, officers or employees, nor any volunteer/employee of such will be liable for loss or damage to the property of participants or to their employees, agents, successors and assigns, due to fire, theft, accidents, or any cause whatsoever that may arise, before, during and after the event. Participant agrees to indemnify and hold harmless the City of Auburndale, City of Winter Haven, Auburndale Chamber of Commerce, its elected or appointed officials, officers or employees, and any volunteer/employees of such against any and all claims of any person whomsoever arising out of any act or the negligence of participants, its employees and/or guests. No liability for losses is assumed or implied.

**Proof of insurance MUST accompany the parade registration form or the entry will not be accepted.**

Name of Organization: \_\_\_\_\_

I have read the Rules and Regulations of the Havendale Christmas Parade and do hereby agree with the rules as set forth.

Complete application, include payment and insurance information and mail to:

Auburndale Chamber/Havendale Christmas Parade  
2701 Lake Myrtle Park Road  
Auburndale, FL 33823

You may deliver applications in person to:

Auburndale Chamber of Commerce –2701 Lake Myrtle Park Road, Auburndale.  
Auburndale Parks & Rec Office – 119 W. Park Street – Auburndale.

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

For Office Use Only:

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

Payment Method: Check/Cash

Insurance: \_\_\_\_\_

Mandatory Meeting: \_\_\_\_\_

## 2023 Havendale Christmas Parade Official Rules and Regulations

### QUESTIONS OR INFORMATION:

Auburndale Chamber of Commerce - 863-967-3400  
Auburndale Parks & Recreation - 863-965-5545

Please review the below rules and information carefully as all units are accepted based on the unit's quality and contribution to the parade.

**PARADE DATE AND TIME:** FRIDAY, DECEMBER 8, 2023 at 7:00 P.M.

**PARADE ENTRY DEADLINE:** Thursday, November 9, 2023 OR UNTIL THE PARADE HAS REACHED CAPACITY.

**MANDATORY MEETING:** A mandatory meeting will take place on TUESDAY, November 14, 2023, at 7:00 P.M. at the **Advent Health Fieldhouse and Conference Center – 210 Cypress Gardens Blvd, Winter Haven, FL 33880**. You will receive staging information as well as your parking information whether it is at Spring Haven or at the Spring Lake Plaza. If you are put behind Spring Lake Plaza you **WILL NOT** be given a number it is line up as you arrive. If you are given a number for Spring Haven that is **NOT** your unit number in the Parade that is you're parking number at the facility as we merge both places together when the parade starts. We will be checking both places before the parade to make sure you have completed all the required information to participate in the parade.

**ENTRY FEE:** A non-refundable fee of \$50.00 – PER MOVEABLE UNIT - is due with your application.

**PARADE ROUTE:** Begins at Spring Haven Retirement Center (Winter Haven), travels WEST on Havendale Boulevard, ending at Publix (Auburndale). The route is approximately 3.1 miles.

### **TYPES OF UNITS:**

*Professional:* One designed and constructed by a professional float company.

*Other Float:* One that originates from sources other than a professional float company (i.e. homemade)

*Marching Band:* A performing group of moderate size.

*Car:* A vehicle carrying a public official or pageant representative.

*Animals:* Will be accepted on the discretion of the parade committee. Units composed of live animals must have professional/licensed clean-up crew and must provide proof of liability coverage.

*Walking Units:* All walkers must be 12 years or older.

(Walkers should be dressed theme appropriate, including chaperones.)

Monster Trucks: Must be accompanied by three (3) walkers on each side. This is to keep parade attendees away from truck tires and to assist the drivers of any hazards.

All walkers must wear appropriate shoes to keep up with the steady pace of the 3.1 mile parade route.

**\*\* ANY OTHER TYPE UNIT NOT MENTIONED WILL ONLY BE ALLOWED WITH APPROVAL OF THE PARADE COMMITTEE.**

**No strollers/wagons/motorized units (battery operated) are allowed.**

**SANTA:** Santa and Mrs. Claus have agreed to be part of the Havendale Christmas Parade. Please **DO NOT** have an imposter on your unit, as they will not be allowed.

**DECORATIONS:** All floats and wheeled units (including towing units) are to be COMPLETELY decorated with lights and weatherproof materials that can withstand transportation to and for participation in the parade.

The organizations name shall be visible on the unit. This is to provide identification, not advertisement.

### **JUDGING CATEGORIES:**

1. **Spectacular Sparkle Award** – Given to the entry that presents an outstanding display of shimmer or shine
  - I. The winner of this award should blow you away with their shinny spirit, full of bright lights, smiling faces, and shimmering displays
2. **Silver Bell Award** – This award will be given to the entry that thinks outside the Christmas box and displays with the most creativity and uniqueness
  - I. While staying in the Christmas Spirit sometimes it is fun to go against the grain and come up with a creative display that screams HO HO HO without Norman Rockwell's help
3. **Spirit of Havendale Award** – Given to the entry displaying the best overall appearance, the WOW Factor
  - I. The Hallmark Card of floats. This winner makes you want to put a float in next year. Full of Christmas Spirit and something to remember
4. **Rodger McCoy Award** – Given to the entry with the most enthusiastic, well mannered, and jolly participants
  - I. Rodger McCoy served as a volunteer for the Havendale Christmas Parade for 18 years and brought dedication, professionalism and care to the event that will never be forgotten. The winner of this award should showcase participants on or off the float that make you proud to be a resident of our two fine cities. Full of smiles, the best waves and an energy that promotes the Christmas Spirit.

### **SAFETY:**

- Parade units shall be no taller than 15 feet and 12 feet wide.
- The towing vehicle must be equipped with a tow bar, safety chains, and working brake lights. All headlights on towing vehicles must be turned off or covered during the parade.
- Safety bars or stable structure shall be provided for persons standing on the unit.
- All units must be equipped with a fire extinguisher on board.
- Consumption of or possession of alcoholic beverages, drugs, or firearms is prohibited during parade participation. Possession of such items will result in immediate removal from the parade.
- Each entry must have an adult spotter (18 years or older), other than the driver to watch for any problems with participants, riders or spectators.
- No open flames or spark producing devices are allowed on a float or in a vehicle.
- No smoking is permitted on the float or in vehicles towing floats.
- Units may not stop during the parade route at any time. Units must maintain a slow continuous speed. Parade participants may pass out candy, fliers, beads, etc. **NO throwing of any object is allowed.** No throwing of anything from units, only walkers can hand out candy, fliers, beads, etc. during the parade to spectators.
- During the parade:** ALL occupants of the towing vehicle OR vehicle must remain **IN THE VEHICLE** at all times **WITH ALL DOORS CLOSED.** Refrain from the use of cell phones, eating, etc. while in the parade route. Music must be appropriate; this is a Christmas Parade and small children attending. Costumes on the float must be appropriate for the theme of the Parade and not scary.
- Each application must contain a detailed unit description. Each participant has an obligation to update his or her application. Updates MUST be made by the deadline date of NOVEMBER 9, 2023. Changes will not be accepted after this date.
- Failure to comply with the request of a law enforcement officer or a parade official will result in the immediate removal from the parade.