



CITY OF PINE BLUFF

Office of the Mayor
Shirley M. Washington

September 18, 2018

As Christmas quickly approaches, the City of Pine Bluff is planning to kick off the holiday season with a joyous spirit. It marks a season where family and friends gather to celebrate the birth of Jesus Christ. We ask you to mark your calendars for the Pine Bluff Christmas Festival *Mistletoe Magic: Believe in Miracles* from December 6th -9th. The Christmas Parade will kick off our holiday festivities on December 6th, beginning at 5:30 p.m.

The celebration will continue through December 9th as we gather at Saracen Landing for the Christmas Festival that will feature local entertainment, ice skating, photo booths, a Christmas market, and an outdoor kitchen. A special treat will include ornament making to decorate the Lake Saracen Christmas tree. There will also be a thirty-foot snowman to enjoy as a bounce house along with many other Christmas features to ensure a safe family fun event.

We would like to extend an invitation to all schools, church groups, businesses, community organizations and citizens at large to participate in *Mistletoe Magic: Believe in Miracles*. With your help, this holiday season can be one of the best yet.

The Christmas Parade and Mistletoe Magic Vendor Applications are enclosed. For additional information, please contact:

Mary Liddell (870)-643-2383
Mary Pringos (870)-489-5867

Sincerely,

Shirley Washington
Mayor



*City of Pine Bluff
Parade Application*

Date: December 6, 2018

Time: 5:30 pm

Application Deadline: November 16, 2018



Contact Name: _____ Phone Number: _____

Organization Name and
Youth Partner
if applicable _____

Mailing
Address: _____

City: _____ State: _____ Zip: _____

Number of people
expected to participate
with your organization: _____

Email Address: _____

Please describe your float or parade entry:

This year's parade will be held on Thursday, December 6, 2018 at 5:30 pm. Please read the attached rules for this year's parade. By signing below, I state that I understand the above information and that I have read the attached rules:

Signature _____ Date _____

Please email the completed application to Mary Liddell at maryliddell@yahoo.com or deliver to the front desk of the Mayor's office. If you have any questions, you can contact Mary Liddell at 870-643-2383. Go Forward Pine Bluff can be reached at 870-939-6900 or emailed at info@goforwardpb.org.



Pine Bluff Christmas Parade Application

Date: December 6, 2018 - Time: 5:30 pm

Application Deadline: November 16, 2018

RULES AND REGULATIONS

1. Entrants must observe all applicable rules and regulations and follow instructions from police and parade officials or be barred from the parade. The Christmas Parade Committee reserves the right to remove any entrant from the parade either prior to assembly, while assembling or any time during the parade.
2. Vehicles will not be allowed in the parade unless pulling a float. Exceptions will be considered for antique vehicles and other organized specialty car groups with prior approval.
3. **NO MATERIALS MAY BE THROWN ALONG THE PARADE ROUTE. WALKERS WILL NOT BE ALLOWED TO HAND MATERIALS TO SPECTATORS.**
4. Forward movement maneuvers only by marching units are permitted. No units may stop forward motion for performances except in the areas designated by the Christmas Parade Committee. This stop may not exceed 90 seconds.
5. A space of 50 feet between each unit will be enforced. All units are required to close gaps between units when instructed by parade officials. Failure to do so may warrant removal from the parade.
6. Alcoholic beverages are forbidden on any float, in any vehicle, or on the person of any participant. Participants consuming alcohol prior to or during the parade will be removed from the lineup. All city, county and AR State statutes concerning the consumption of alcoholic beverages will be strictly enforced by the police before, during and after the parade.
7. Drivers of any and all vehicles in the parade areas must possess a valid driver's license, be at least 18 years old, and possess all liability vehicle insurance.
8. **Livestock, reptiles, wild and domestic animals shall not be in the parade unless special written approval by the Christmas Parade Committee is obtained.** If approval is granted, all horses must have someone to clean up, if necessary, along the parade route.
9. Use of high intensity sound making devices is strongly discouraged. Sound of any type must be approved by the Christmas Parade Committee and must be at a compatible sound level. Only Christmas themed music will be allowed. Parade officials have the complete authority in this matter and reserve the right to withdraw any unit that does not comply with their instructions to turn down or turn off sound when instructed to do so. Failure to comply with the officials' instructions will result in immediate removal from the parade and jeopardize future participation.
10. The Christmas Parade Committee reserves the right to withdraw any unit of which costume or performance does not meet the Christmas Parade Rules and Regulations or conform to the standards of reasonable public taste and fit the parade theme.
11. Entrants that do not appear on parade day without prior notification to parade officials or entries that do not comply with the rules and regulations jeopardize future participation in the Christmas Parade.
12. Political campaigning is not permitted.

13. The Christmas Parade Committee's decision regarding all entries is final.
14. The Christmas Parade Committee does not accept the responsibility for travel, food, or lodging expense of any unit.
15. The Christmas Parade Committee reserves the right to accept or decline any entry.

FLOATS

1. Only vehicles pulling floats will be allowed in the parade. Exceptions will be considered for antique vehicles and other organized specialty car groups with prior approval. Vehicles that are pulling floats should be incorporated as much as possible into the float and decorated accordingly.
2. All entries must be decorated according to a Christmas theme. All banners must be neatly lettered and legible.
3. No decorations and float construction material may protrude from the side of the float. All electrical devices must be properly grounded.
4. All floats must have handholds or standup holds for each rider on the float. Any self-propelled float must have a spotter beside the float, who is in two-way communication (e.g. two-way radio) with the float driver.
5. Participants must be costumed according to the parade theme, with **no participant dressed as Santa Claus.**
6. No participants may jump on a float to ride and not interfere with any other unit in any way. Float capacity will not be exceeded. No participants will dismount from a float during the parade route. Participants will not have body parts, particularly legs and feet, extending past the sides, front or rear of the float. This is an extreme safety hazard.
7. The Christmas Parade Committee will secure Santa Claus for the parade. **No other Santa's are allowed to participate.**

BANDS – MARCHING/WALKING UNITS

1. All marching units must maintain forward motion. Routines that cause gaps will not be permitted. Stopping or reversing motion will result in removal from the parade and will jeopardize future participation. Only Christmas theme music will be allowed.
2. No unit may stop forward motion to perform except in areas designated by the Christmas Parade Committee. Performance stops may not last more than 90 seconds.
3. If for any reason a gap of greater than 50 feet is created, marching units must increase their pace to close the gap.
4. Participants must be suitably costumed with no participant dressed as Santa. Walking groups must be dressed in uniform that easily identifies walkers as a part of the same group.
5. No vehicle may accompany marching units without written approval.

LINEUP

All entries will be assigned a line-up number and receive further instructions about the parade upon receipt and approval of all applications.

KINGS/QUEENS

Kings/Queens from any Elementary, Jr. High, High School, College or recognized pageant will be considered for the parade at the discretion of the Christmas Parade Committee. Eligible entries for consideration will include private/public, elementary/secondary, college institutions and recognized pageant winners. Kings/Queens must be at least 5 years old. Kings/Queens from the same school must ride on the same float. The driver must be at least 18 years old and have a valid driver's license and liability insurance. A maximum of 2 persons per vehicle (driver excluded). The King and/or Queen must have been selected as a part of an official school pageant. The King/Queen must attend the school they represent. **All King/Queen entries must participate by float. Convertibles will not be allowed.**

FOR MORE INFORMATION

For more information, contact Mary Liddell 870-643-2383 or email by maryldell@yahoo.com or Go Forward Pine Bluff at 870-939-6900 or info@goforwardpb.org