

# 2019 Bryan/College Station Christmas Parade Entry Application – *A Hometown Christmas*

**\*\*Incomplete or unreadable applications will be rejected.\*\***

**Final deadline for completed entries is *Friday, November 22, 2019 at 5 p.m.***

All applicants are responsible for understanding and complying with all parade regulations and instructions. You are responsible for informing all persons involved with your entry of this information. Additional copies of the rules and application are available from SIG Insurance Services, or on our website at [www.bcsparade.com](http://www.bcsparade.com). Entries must be received at 2751 Nash Street, Suite 100, Bryan, TX 77802 by **Friday, November 22, 2019, at 5 p.m.** to be included in the parade. Entries received after the deadline will not be included. An email confirmation will be sent to you after your application is received and approved. If you do not receive an email by **November 26, 2019**, please call 979.703.4421 to confirm receipt of your application.

**Please complete both pages of the application. Please TYPE or PRINT legibly.**

## ENTRY NAME & CATEGORY

The organization name that you provide will be published in the official parade guide.

Name of club, organization or group \_\_\_\_\_

Category (check only one):

- |   |  |
|---|--|
| <input type="checkbox"/> Bands/Music (\$35)                               | <input type="checkbox"/> Schools, Elementary (\$25)                  |
| <input type="checkbox"/> Community/Service, Youth (\$35)                  | <input type="checkbox"/> Schools, High School & Middle School (\$25) |
| <input type="checkbox"/> Community/Service, Adult (\$35)                  | <input type="checkbox"/> Schools, Collegiate (\$25)                  |
| <input type="checkbox"/> Individual (\$35)                                | <input type="checkbox"/> Commercial, Large Business (\$50)           |
| <input type="checkbox"/> Individual, non-float (\$100)                    | <input type="checkbox"/> Commercial, Small Business (\$50)           |
| <input type="checkbox"/> Mounted (\$35 + \$20 refundable cleanup deposit) | <input type="checkbox"/> Commercial, Non-float (\$300)               |

The number in parentheses is the entry fee. This payment must be included with the application **along with proof of insurance.**

## ENTRY DESCRIPTION

The listed entry and description will be published in the official parade program guide. Please describe your entry in 300 words or less. We encourage you to attach additional descriptions of materials, expenses, donors, interesting facts or history about your group, names of workers and performers, etc. **\*\*If you are able to email in a Word Document with the entry description, please send to [info@bcsparade.com](mailto:info@bcsparade.com)\*\***

Your Entry Title \_\_\_\_\_

Description of entry, decorations, performers, etc. \_\_\_\_\_

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## CONTACT INFORMATION

Primary contact, overall responsible for entry

Name \_\_\_\_\_  
First Last

Mailing Address \_\_\_\_\_  
Street/P.O. Box City State Zip

Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Daytime (important) Evening/Weekend Fax (if available) (important)

### Alternate contact (required)

Name \_\_\_\_\_  
First Last

Mailing Address: \_\_\_\_\_  
Street/P.O. Box City State Zip

Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Daytime (important) Evening/Weekend Fax (if available) (important)

ENTRY INFORMATION

Yes No Does your entry need to be placed in the parade adjacent to another specific entry? If yes: Before After Entry Name:

Yes No Is there a legitimate reason for your entry to be placed in a particular location (front, middle, end) within the parade? If yes, where and why:

Yes No Will there be any loud noises associated with your entry? Describe:

Yes No Are there any persons or animals in your entry that would be disturbed by loud noises? Describe:

Yes No Should your entry be considered for the "Green Award"? If so, why?

Describe the persons and vehicles that will make up your entry. CHECK ALL THAT APPLY.

- Persons walking, marching, etc. Number of persons: In formation, length x width, in feet:
Persons riding in vehicles, trailers, pickup beds, etc. Number of persons:
Stand-alone (no trailer) cars, pickups, vans, etc. Number & description:
Trailer towed with pickup or car Total length of trailer and vehicle, in feet:
Persons on horseback Number of horses/riders:

COMMENTS

If your group has any special requirements, let us know. Also, any comments, suggestions or ideas are welcome.

Blank lines for comments.

SIGNATURE

Please read and initial each of the following, then sign at the bottom.

Initials

I have read, understand, and agree to the Rules and Regulations for the 2019 Bryan/College Station Christmas Parade. All persons associated with our group (members, parents, drivers, etc.) will be made aware of these regulations.

I understand that any and all vehicles entered in the parade MUST meet all State of Texas laws regarding registration and vehicle inspection. Proof of insurance MUST be provided for each motorized vehicle entered in the parade. Entries using non street vehicles MUST provide proof of blanket insurance coverage (as required by law). This is due when the registration form is turned in.

I understand that there will be a mandatory line-up meeting Tuesday, December 3, 2019, at 7 p.m. at the College Station Hilton Oakwood Ballroom, and that full attendance by a representative(s) from our group is mandatory; failure to do so will result in our disqualification from the parade.

I understand that a lot of information will be given to us at the mandatory line-up meeting Tuesday, December 3, 2019, at 7 p.m. at the College Station Hilton Oakwood Ballroom, including our assigned entry number and float parking locations, line-up traffic entrances/exits, drop-off parking locations, etc. I understand that it will be our responsibility to disseminate this information to all persons involved with our entry, during the short amount of time between the mandatory line-up meeting and the parade.

I make particular note of these rules: 1) throwing items from entries to the crowd is forbidden, 2) the official parade float (at the end) is the only float that may have a Santa (or similar) character, 3) motorized entries are limited to 10 vehicles, 4) any music played from an entry must be Christmas holiday music, 5) performances that stop the movement of the parade are prohibited.

Print your name

Signature

Date