

14th Annual Lighting of Greens & Christmas Parade

Date: Friday, Dec 6th **Time: 4:00 – 9:00pm**

A magical night **is** planned for the Annual Lighting of the Greens and Christmas Parade sponsored by Downtown Oxford Economic Development Corporation (DOEDC), the City of Oxford and partner Granville Health System. The parade will take place rain, snow or shine. Plan accordingly.

Event Schedule:

4:00 – 6:30 Vendor Market opens 6:30- 6:45 Welcome and opening comments 6:45-6:50 Lighting of the Greens 7:00 Parade starts

LINE UP INFORMATION:

Parade line up will begin at 5:30pm on Belle Street and will continue down to Spring Street. Any parade participant not in assigned numbered space by 6:30 will be placed at the end of the parade. To ensure safety of all participants, please keep your group along the right side of Belle and Spring Street. The parade will start from Belle and travel down Williamsboro – Hillsboro and end by taking a right on McClanahan Street to the Public Works Parking lot on the right. There will be no parking in the Public Works parking lot (127 Penn Avenue) the evening of the event. Parents will need to walk to Public Works Parking lot to pick up marching and parade participant(s).

Space is limited to 85 parade entries on a first come – first served registration.

FLOATS:

All floats/decorations should be securely decorated. Floats may be rented through Triangle Float Company, 919-410-5543 (click here for more info). The float company will provide a pre-decorated float and pull the float through the parade. If you choose to come up with your own holiday themed float, proof of the driver's liability insurance will be required with registration.

ONE SANTA RULE:

The parade organizers will provide Santa as the last entry in the parade. To keep the "Christmas Magic" alive for spectators both young and old, we request that there be NO OTHER DRESSED SANTA'S be on floats, in cars or marching.

MARCHING GROUPS:

Marching groups are composed of those moving to a cadence or music, i.e.: bands, military units, flag corps, dance teams, dance troops, karate groups, drill teams, etc. Marching groups are encouraged to limit performances to maximum of 30 seconds and then move quickly to ensure no gaps in the parade route.

CANDY & HANDOUTS:

Participants are to provide their own candy. Any parade participant throwing or handing out candy/materials must enlist additional walking spotters to ensure candy/materials are thrown or handed to spectators past the parades marked tape line. The safety of spectators is the utmost concern. Spotters are asked to keep up with the assigned float or marching group.

PARADE DROP OFF:

Parade participants may be dropped off on Spring Street and walk to the numbered parade assignment area. NO PARKING WILL BE ALLOWED AT CITY HALL OR ON RIGHT SIDE OF SPRNG STREET. Plan accordingly.

UNLOADING:

The estimated conclusion time of the parade is 8:45 pm all floats, cars and marching groups will end in the Public Works parking lot (127 Penn Av.). Please plan to walk and pick up children/participants at this designated location.

Please mail in your entry form and payment by Friday, November 15, 2019 to City Hall, Attn. Christmas Parade, 300 Williamsboro Street, Oxford, NC 27587

For more information, call Christine Luscavich 561-312-9276 or Mary Yount at 919-603-1164 Thank you for your continued support.

City of Oxford Christmas 2019 Parade Registration Form

The Christmas parade is meant to entertain, ALL entries MUST be decorated and/or in costume or have some entertainment value with a **Christmas/Holiday theme.**

Name of Organization:					
Name of Primary Contact: Contact Number					
Complete Mailing Address:					
Email for Primary Contact:					
Parade Entry Type: (Check all that apply)	Fee per entry:				
Float or Personal vehicle (circle one) car truck/train Extra cars/trucks (No commercial sharing)	ler \$ 45.00 \$ 20.00 # of Cars/Trucks				
Antique/Classic Car	\$ 30.00 per car				
Decorated Golf Cart	\$ 30.00 per golf cart				
Car or Motorcycle Club (limit 3 vehicles) Extra cars or motorcycles	\$45.00 \$10.00 # of motorcycles/cars _				
Marching/Walking Business Group (dance, karate, etc.)	\$ 30.00 # of Marchers				
Non-Profit, Community, Civic & Government organizations	\$ 25.00 Tax ID #				
High School Marching Band/ Drill Team	\$ Free # of Marchers				
Scout/Troop Type: cub boy girl	\$ Free Troop/pack #				
Horses	\$ Free # of horses/riders				
Total length of all vehiclesfeet (Ex: 1 car is 8ft an	nd 1 truck w/trailer is 25ft, total of 33ft for both)				
Vehicle Tag Info:	Driver is over 21: yes no (circle one)				
Vehicle Insurance Company:					
Please make sure to relay position number and line up location to al ready and inline at 6:30pm. All parade entries understand they provand candy/handout materials for spectators.					
Hold Harmless/Indemnification Agreement I, the participant/parent/guardian assume all risks and hazards incurred v further hereby release, absolve, indemnify and hold harmless the City of Development Corporation, its officials and employees and volunteers ac damages and injuries, including death that may occur to me, minor child photography/videos taken of the Oxford Parade and lighting of the green Oxford for future publication. By signing, I hereby give consent and unc understand this is a rain /snow/cold event and there will be no refund aft	Oxford and Downtown Oxford Economic ting on behalf of either organization from all ward or property. I understand that as may be used by the DOEDC and City of lerstanding of participation requirements and				
Signature:	Date: Date: Date:				
(Mail Completed form and Check to: DOEDC – Parade, 300	Williamsboro St. Oxford NC 27565)				

Lighting of Greens - Friday, December 6th 4:00- 6:30pm

Lighting of the Greens is a family-oriented evening meant to ignite the holiday spirit and produce lasting memories. Space will be limited to 16 participants on a first come-first served basis.

Town of Oxford provides:

- Closed street space on Oxford's Main Street
- Outdoor marked space (10 x 10) with the potential to reach over 1000+ patrons

Vendors are to provide day of event:

- 10 x 10 Tent in case of rain/snow
- Battery or solar powered lighting within tent once becomes dusk
- Display tables and/or chairs
- Wagons to transport supplies (Main street will be closed at 2:00 for stage set up)

Merry Market Vendor Application

- Vendor application and \$25.00 fee
- Pictures of items/products to be sold for profit
- If selling food must provide a copy of temporary food permit the day of the event.
- No moving/ push carts will be allowed during this event- selling product must be a vendor.

Contact Name:	me: Cell/home#					
Address:						
Product Description:						
<u>No</u>	on-Profit Vendor Application					
• Non Profit Vendor application and \$25.0	00 fee selling food and/or raffle tickets					
No fee for Non-profits handing out info	rmation about its cause or giving out items supporting the holiday them					
Contact Name:	Cell/contact #					
Name of Non-Profit:						
Tax ID number for organization:	Are you selling food? Circle one: Yes No_					
Merry Market V	endor / Non-Profit Set-Up on 12/6/2019:					
 Load onto street at 3:00pm from Little 	lejohn Parking (vendors must be set up on Main by 3:30)					
 Vendor market opens to public at 4:0 	Opm and will close at 7:00pm					
o Vendors MUST STAY from 3:30pm	- 7:00 pm					
o This is a rain/snow event and no refu	nds will be given after Nov. 15, 2019.					
Signature:	Date					
(Mail form and chack to: DOED)	C–Parade, 300 Williamsboro St. Oxford NC 27565)					