

CITY OF MANCHESTER

CHRISTMAS

Parade

SATURDAY, NOVEMBER 30, 2024

\$25.00 REGISTRATION FEE*

90's Christmas

FLOAT LINE UP - 5:00 PM

PARADE START TIME - 6:30 PM

REGISTRATION OPEN

OCTOBER 28 TO NOVEMBER 20

All registration forms and payment must be completed
at the Manchester Recreation Complex front desk

TREE LIGHTING FOLLOWING THE PARADE ON THE SQUARE



PEOPLES BANK
& TRUST COMPANY



*Fee excludes govt. services, schools, churches, 911 services, and sponsors

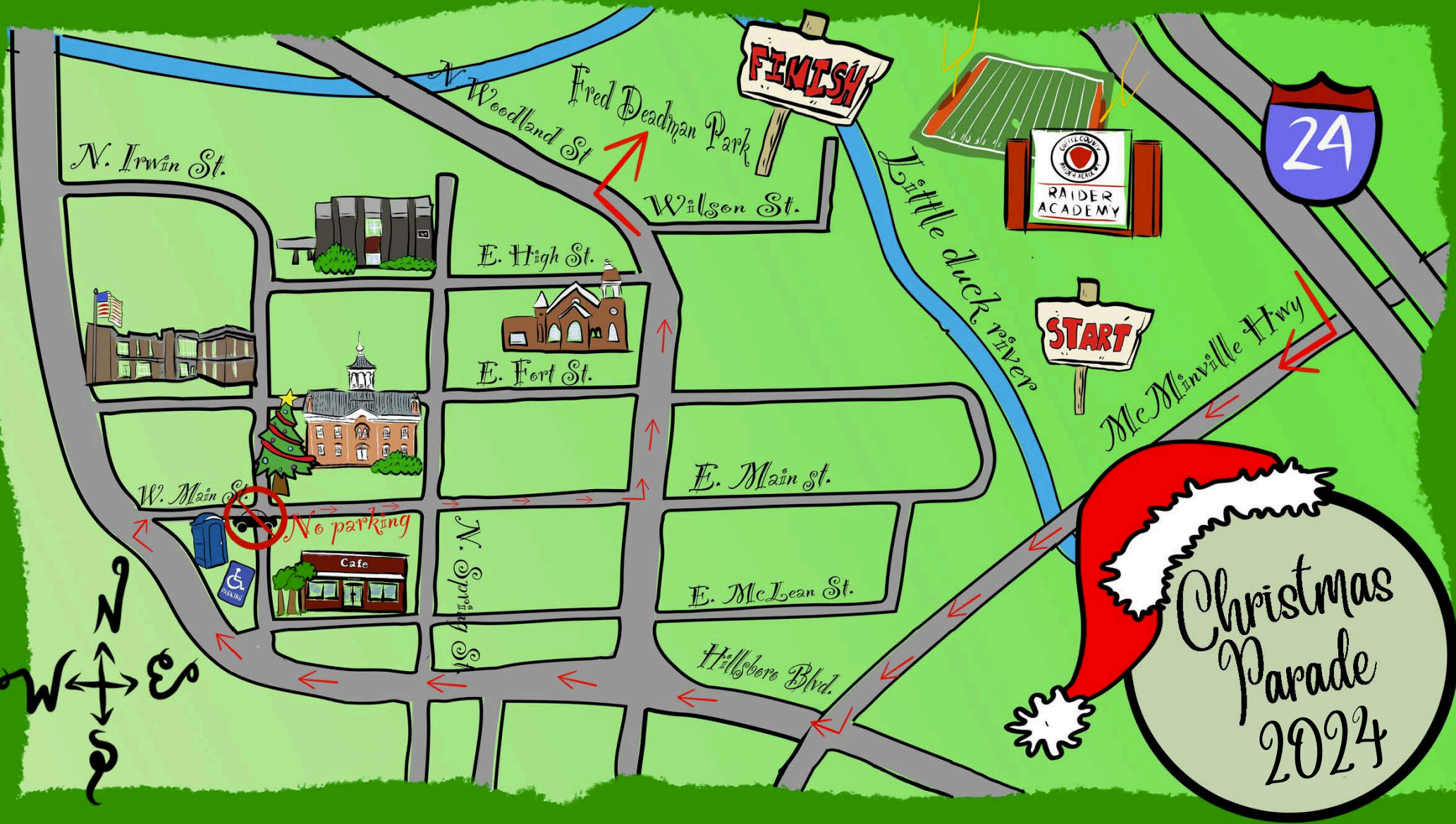
For more information contact AJ Fox or Katie West

ajfox@cityofmanchestertn.com

kwest@cityofmanchestertn.com

(931) 728 - 0273

City of Manchester



City of Manchester
2024 Christmas Parade Rules
“90’s Christmas”

- Registration forms due by Wednesday, November 20, 2024. There is a \$25.00 application fee. There is not a fee for government offices, schools, churches, 911 services, and sponsors.
- **Register at the front desk of the Manchester Recreation Complex.**
- In the event of inclement weather, the 2024 Manchester Christmas Parade will be scheduled for another day. Please follow the City of Manchester’s website, Manchester Parks and Recreation social media pages, and local media for updates.
- The lineup area for the parade will be in the same location as previous years. Lineup will be along Highway 55 starting at the intersection of Highway 55 and Highway 41 to the Raider Academy. Please, keep in mind that the Highway 55 bridge is currently under construction. Due to the construction, overhead and width clearances on the bridge could change unexpectedly before the event. Please, keep this in mind when submitting your entry for the parade.
- Registration forms are required for each motorized vehicle. **Car clubs must submit a registration form for each motorized vehicle.** One registration form for a car club will not be accepted.
- Judging based on use of theme, originality, and effort. The theme for the 2024 Christmas parade is “90’s Christmas”.
- Each entry will receive an informational parade packet. Packet pick-up will be November 26th and 27th from 5:00 am to 8:00 pm, as well as Saturday, November 30th from 7:30 am to 3:00 pm. Included in this packet is a copy of the parade rules, parade route map, and two (2) parade lineup numbers. Those who do not pick up their packet will not be eligible to enter the parade after lineup time at 5:00 pm on Saturday, November 30th. **All entries must have a completed registration form and payment paid (if applicable) to receive a parade packet.**
- Identification of floats must be on both sides, plainly visible, and easily read. For walking and marching groups, a person in the front left and right should be holding their lineup number. Lineup number must be displayed on the left and right sides of the windshield of each motor vehicle that is easy for the judges and parade participants to see.
- Parade date is Saturday, November 30, 2024. Parade lineup will start at 5:00 pm. Judging will be from 5:00 pm to 6:00 pm. Large float and regular float classification are based off the “Float Length” section on the parade registration form. Parade will start at 6:30 pm.

- **For Safety Reasons: No stopping the procession of parade to exit vehicles to mingle with the crowd. Parade entries are not allowed to stop and unload passengers at any point on the parade route. Parade participants that are needing to unload passengers should do so in Fred Deadman Park. Entries that do not comply with safety measures will not be permitted to participate in future parades.**
- Please, check that floats and tow vehicles are equipped with working brake lights, fire extinguishers, and properly inflated tires. Trailers must be attached to tow vehicles with safety chains.
- Generators are allowed only if the exhaust is vented away from participants riding on the float.
- No throwing of candy from moving vehicles, trucks, floats, and etc. You may have participants walking along side your display to pass wrapped candy to viewers.
- No horses or mules permitted.
- Constant forward motion during the parade must be maintained at an even rate of pace to prevent gaps and ensure that we have a parade that is fun to watch.
- During formation, execution, and dismissal of the parade, participants must perform courteously, in good taste, and safely. No participant should have a loaded firearm or possess or be under the influence of alcohol, drugs, or illegal substances, or smoking.
- Please, decorate floats, etc. for Christmas. Use of Christmas lights is strongly encouraged.
- Santa is prohibited on any parade entry, except for the City of Manchester's entry that will be at the end of the parade. The City of Manchester's entry is not eligible for prizes.

DISCLAIMER

Each parade entrant is responsible for the safety of his/her own entry. It is understood that The City of Manchester or Coffee County will not be held liable for damage, theft, injury, or illness. Insurance of such damages or injury shall be the sole responsibility of each entrant. Your signature on the entry form indicates an agreement to hereby and forever discharge and indemnify the above named from such matters or actions, suits, damages, claims and demands whatsoever in law or equity from loss or damage to the signer's property or personal injury from loss or damage to the signer's property or personal injury to signer or parade participants while involved in the Christmas Parade.

CASH PRIZES

Large Float (over 20 ft. long)

1st Place: \$200 2nd Place: \$100 3rd Place: \$50

Regular Float (20 ft. or shorter)

1st Place: \$150 2nd Place: \$75 3rd Place: \$50

City of Manchester
2024 Christmas Parade Registration Form

Name of Business/Organization **OR** Title of Parade Participant

Contact Person's Name

Mailing Address

City

State

Zip

Telephone Number (Home #)

Work #

Cell #

E-mail: _____

Please indicate your entry type:

Float Vehicle Marching Group Other: _____

Length of entry in feet **(MUST PROVIDE MEASUREMENTS):**

Vehicle Length + _____
Float Length = _____
Total Length of Entry

Do you want your parade float judged? Yes No

Will your entry have music? Yes No

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I have read and understand the rules of the City of Manchester's Christmas parade.

Participant's Signature (If over the age of 18)

Date

Parent's or Guardian's Signature (If under the age of 18)

Date

Please return this form and payment, if applicable, by **Wednesday, November 20, 2024**, to the front desk of the Manchester Recreation Complex at 557 N. Woodland St., Manchester, TN.

Each motorized vehicle must have their own registration form and fee (if applicable) submitted.

For more information, contact AJ Fox or Katie West
ajfox@cityofmanchestertn.com
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(931)728-0273