

Festival of Lights Parade



Town of York Inc. 1652

Dear Friends,

The Town of York's Festival of Lights committee will be coordinating "The Festival of Lights" holiday parade to celebrate the season and we would very much like your organization or club to participate in this celebration.

The parade will consist of marching bands, floats, clowns, antique cars, public service organizations, business establishments and much more.

This year, due to safety regulations, we are unable to allow parade participants to distribute candy, whether you are walking or on a float. We will however have many adult elves along the route distributing candy to the spectators. Please read safety guidelines attached in order to avoid disappointment the day of the parade.

The date of this event is Saturday, December 5th, 2009 at 4:30 pm. As this parade is in the evening, we ask all participants to have their cars, floats etc., illuminated in the spirit of the holidays. Enclosed you will find a copy of the parade route, as well as an entry form, and parade safety guidelines for your review.

All entries will be judged between 3:30 and 4:00 pm. Categories for this years event will be: Best Children's Float, Best Antique Car, Most Original, Most Traditional, Best use of Lights, Most Musical and Best Business Float.

Should you wish to enter, please fill out the attached form, along with a brief description of your entry and return it to the York Parks and Recreation Department.

Many other events, sponsored by the Festival of Lights committee, such as caroling, the lighting of the village square, and a Christmas tea at Jefferds Tavern will be a part of this celebration.

We hope to make this parade and evening a special time for the entire community of York. Please join us!

We look forward to receiving your entry and we greatly appreciate your support.

Sincerely,

Sarah Francke and Robin Cogger
Festival of Lights Committee Co-Chairs

Please read Parade Safety Guidelines attached to your entry form carefully, in order to avoid disappointment the day of the parade.

Please fill out the attached entry form and return it to the address listed below by Nov. 24th in order to be included in the event program. Entries will be judged from 3:30 to 4:00pm.

Organization Name: _____

Contact Person: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Brief description of Entry:

Walking unit Band Float Equestrian other

Narration Information: This script is for the emcee who will announce your float or organization as you pass by in the Village. Please include general information about the organization as well as information regarding titles, fundraisers, fun facts etc.

This year, due to safety regulations, we are unable to allow parade participants to distribute candy, whether you are walking or on a float. We will however have many adult elves along the route distributing candy to the spectators.

Please sign and return this form by November 24, 2009 to:

York Parks and Recreation Department

186 York Street

York, ME 03909

For information call: 363-1040 or Fax: 351-2967

I have read and accepted the terms set forth in the parade safety guidelines and in signing this entry, I for myself, my heirs, executors and administrators, release the manager of the parade all sponsors and promoters, the Town of York, for any and all liability in case of death or injury received during participation in this parade.

Signature (parent signature if under 18)

Town of York, Maine

Parade Safety Guidelines

1. No objects, to include candy, flyers, or favors, **MAY BE THROWN FROM A FLOAT AT ANY TIME**. Items may only be distributed (*handed to people*) along the parade route or in the staging area up until 15 minutes prior to the start of the parade. Political literature may be **handed out** along the parade route during the parade providing the distributor approaches parade attendees along the edges of the parade route.
2. No children under the age of 12 will be allowed on a float unless an adult is present on the float. There must be one adult for each 5 (five) children on the float
3. Float organizers are not permitted to allow float riders on vehicle roofs or on roof racks. All riders must be positioned on a flat surface at all times.
4. Each float must have sturdy supports, hand holds, belt restraints, side railings or other means to prevent falls from the float. No one on the float will be allowed to stand unless there are adequate hand holds available for use. Safety for all float riders is the responsibility of each float sponsor or organizer.
5. There shall be no performances from a moving float unless the performers are seated or there are side rails on the float that will prevent someone from falling off the float.
6. No squirt guns or other spraying devices may be used by parade participants during the parade.
7. Parade participants shall not leave, and return to, a float during the parade.
8. All float drivers must be at least 21 years old and possess a valid motor vehicle operator's license.
9. Float drivers must have clear 180 degree forward vision at all times and must have an unobstructed view of the float. If an unobstructed view to the rear is not possible a spotter must walk alongside the operator to monitor activity on the float.
10. The top of all floats shall have a maximum height of 15 feet from the ground, including float riders, and must be capable of clearing all obstacles.
11. All motorized floats must have a working and fully serviced dry chemical fire extinguisher. All fire extinguishers must be readily available to the driver/operator.
12. No smoking, consumption of alcohol or use of prohibited drugs is allowed at any time during the parade.
13. If a generator is used on any float, the generator shall be securely mounted on the vehicle with not less than 12 inches of clearance separating the generator from any combustible material. If a generator is mounted in a confined space, no float rider shall be positioned inside the same space.
14. Any electric wiring used for lighting or any other purpose on the float, shall be grounded, secured and guarded to prevent shock or fire.

15. Any parade participant riding a unicycle, bicycle, motorized two or three wheel vehicle, skateboard or on in-lines skates must wear a helmet at all times.

16. Every organization sponsoring a parade shall identify a safety coordinator who shall be present at all times during the parade. Unless previously approved by the Town of York, the safety coordinator shall not also be the person responsible for overall parade organization. For each parade event the Town of York shall identify at least one individual who shall be the Town's representative to the event and who shall have final authority to disqualify any parade participant or entry and otherwise enforce these safety guidelines. The organization's safety coordinator shall be responsible to, and under the authority of, the Town's designated representative.

The ultimate responsibility for safety lies with each individual parade entry. Entries must comply with all the above rules and implement relevant government regulations, safety codes and manufacturer's recommendations and similar standards necessary to safely operate floats and equipment.

Parade organizers and their staff have the authority to remove any entry where safety measures are, in the parade coordinators or staff member's opinion, inadequate. The Town of York reserves the right to disqualify any parade entry for failure to abide by safety guidelines.