



Registration Bartlesville Christmas Parade Saturday December 3, 2022

Theme: TOYLAND

Judging Begins at 4:30 p.m.

Parade Begins Promptly at 6:30 p.m.

Early Entry Fee: \$25 Business \$10 Non-Profit
After November 15th: \$30 Business \$15 Non-Profit

Must be paid at the time of registration

Make Checks Payable to: Kiwanis Club of Bartlesville Foundation, Inc.

Mail entry form & fee to: Bartlesville Kiwanis Club

414 SE Washington Blvd., PMB 199

Bartlesville, OK 74006

Or: Register and Pay online at <https://www.bartlesvillekiwanis.org>

Parade Hotline 918.977.3400

Bartlesville Christmas Parade Entry Form

Organization: _____

Contact Name: _____

Contact Address: _____

e-mail: _____ Cell Phone: _____

(All correspondence will be via email)

Entry _____ Number of Vehicles ___ Number of Participants _____

(i.e. Float, Car etc. - Max 12' wide 32' long and 13' high)

Length of Entry in feet _____ Music on Float? Yes No

Persons of Interest/Dignitaries on float _____

- Terms:
1. Candy is allowed **only if handed out individually by walkers** to ensure the safety of children.
 2. The Bartlesville Kiwanis Club reserves the right to refuse entry to any applicant.
 3. The number of parade entries is limited.
 4. **Do Not include Santa Claus look-a-likes** in your entry as he appears at the end of the parade.
 5. **Drivers of any motorized bike/vehicle must be 18 Yrs. of age or Older.**

Signature (Required): _____

This application serves as a Waiver of Release for your organization. By signing the application, you agree to the terms, rules and instructions stated.



Christmas Parade Rules & Information

Saturday December 3, 2022

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Please Copy and Distribute to ALL your Parade Participants

1. Create a holiday theme. (Remember we **do not allow Santa Claus look-a-likes** because there is **only one official Santa at the end of the parade.**)
2. Decorate with holiday lights. (Remember to turn vehicle headlights off, parking and running lights are ok.)
3. Size of entries. (Maximums are 12' wide, 32' long and 13' high)
4. Display name clearly on both sides of the entry.
5. Fire extinguisher and tools. (Make them easy to access on your float. Generators, converters and batteries may be used to power lights/sound systems.)
6. Gas-powered generators. (Make sure they are safely ventilated away from riders and are partially enclosed to muffle noise that competes with holiday music. Fill up before because no refueling is allowed during the parade.)
7. **No air horns are allowed** because they interfere with music on other floats and the bands.
8. Safety first. (Drivers must be able to see clearly in front and out the sides of their entry. **Candy and any other items must be handed out by walkers, not thrown from floats**, for the safety of parade spectators, especially small children who tend to run toward candy.)
9. Leave it clean. (Pick up litter around your float and along the parade route. If you hand out candy, one person must walk back over the parade route with a trash bag to help pick up litter).
10. Horses must be bagged.
11. **All entries and participants in the parade must complete the entire parade route. For the safety of everyone, NO ONE will be allowed to leave the parade route early.**

Parade Hotline 918.977.3400



Christmas Parade Day

Saturday December 3, 2022

Theme: Toyland

We are excited to have your entry in this year's Christmas parade!
Here are a few things you need to know to make for a Safe & Fun event:

1. All floats/entries enter the Phillips 66 parking lot from the south entrance, which is located just west of Armstrong Ave right past the railroad tracks off Adams Blvd.
2. **Float/Entry line-up begins at 2:00 p.m. (allow time for traffic back-up); your entry must be completed and ready for judging by 4:30 p.m.; All entries MUST be in their parade slot by 5:30 pm.**
The Parade Begins Promptly at 6:30 p.m.
3. **ALL Horses MUST Be Bagged!**
4. **You can drive your personal vehicle into the parking lot to drop off float riders.** We encourage you to carpool as much as possible.
5. If you prefer, you may park at the Community Center, the Library, First United Methodist or First Presbyterian Churches, or other parking lots just off Adams Blvd. and walk the 2-4 blocks into the parking lot. **Or** you may have someone drop you off at the designated drive through drop-off located at the north side of the Phillips 66 parking lot (Short Street).
6. **Do Not drop off children without an adult! An adult MUST accompany children 12 years and younger to their parade groups. Kiwanis Club members & Parade Volunteers are Not Responsible for your child.**
7. Once you are inside the parade staging area (Phillips 66 parking lot), join your group quickly.
8. **NOTE: Bands will meet in the northeast corner of the parking lot. Do not park in this area.** They will move to their designated areas and march into the line-up at their appropriate time.
9. **ALL VEHICLES, not actually in the parade MUST be removed from the parade line-up area by 4:30.** You may leave the parking lot by the north entrance, or you may park in the far northeast section of the parking lot.
10. **Follow the instructions of the Orange and Yellow Vested workers and Police Officers along the parade route, who may signal you to stop, proceed or give further instructions for the safety of all participants.**
11. Once the parade starts, keep the distance constant (approx. 30') in front of each entry.
Do not allow gaps to form! Do not dismount riders during the parade.

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