



25th Annual Christmas Parade

Saturday, December 4, 2021 @ 10 AM

ENTRY DEADLINE: Friday, November 19, 2021 by 5pm

- All applicants must complete the Entry Form, Float Script and Hold Harmless Agreement
- **Parade Theme: Silver Bells - It's Christmas Time in the City** (25th Anniversary Celebration)
- All fees must be paid in full by Wednesday, November 24, 2021
- Unpaid applicants will not be allowed to participate
- Applicants are required to provide their own vehicle
- **Vehicles/Floats line-up: 7:30 - 8:30am**
(a committee member will direct each participant to their designated spot)
- **ALL non-vehicle participants must be in line up NO LATER THAN 8:45 am**
- You **may not** disembark from your float until after the end of the parade route on Cedar Street
- In case of inclement weather, refer to the **Rain Policy** (included within this packet).

Please mail entry form & fee to:

City of Richmond Hill
ATTN: RH Christmas Parade
PO Box 250
Richmond Hill, GA 31324

OR drop off entry form & fee at City Hall

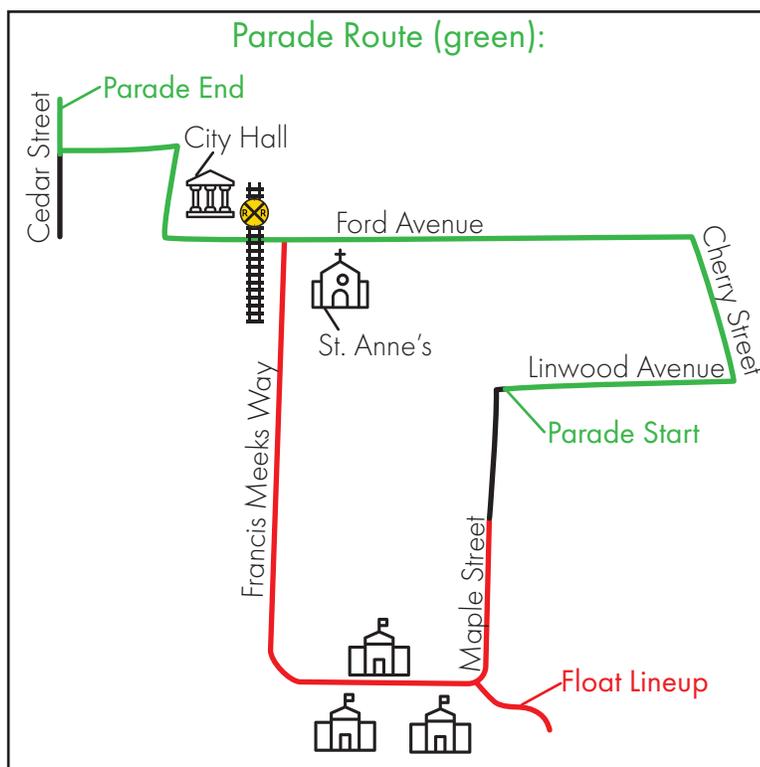
40 Richard Davis Drive
Richmond Hill, Georgia
Monday through Friday; 8 am to 5 pm

Make checks payable to:

City of Richmond Hill

Parade contact:

marketing@richmondhill-ga.gov
Phone: 912.756.3345 Fax: 912.-756.3368



Official Rules and Entry Form

ORGANIZATION/BUSINESS INFORMATION

ORGANIZATION _____

CONTACT NAME/PHONE # _____

EMAIL ADDRESS (required) _____

EQUIPMENT/VEHICLE DESCRIPTION _____

POINT OF CONTACT (POC) (required) _____

POC CELL PHONE (required) _____

POC DURING EVENT (required) _____

POC CELL PHONE (required) _____

ADDRESS _____

CITY/STATE/ZIP _____

DEADLINE FOR ENTRIES IS FRIDAY, NOVEMBER 19, 2021

Entry Fee

- NON-PROFIT (FEE WAIVED)
- COMMERCIAL (early bird) \$50
If received by Nov 19
- COMMERCIAL \$60
Received after Nov 19

Entry Type

- WALKING
- RIDING HORSES
- OTHER: _____

- # OF PARTICIPANTS (required) _____

Float Type

- PICK-UP TRUCK
- FLATBED 12' & UNDER
- FLATBED 12' & OVER
- TOWED 10' & UNDER
- TOWED 11' – 19'
- TOWED 20' – 30'

ATTENTION: NO SANTA CLAUS ON FLOATS

Please send your script for the media and reviewing stand along with your application to marketing@richmondhill-ga.gov. **Applications will not be accepted without a script.**

Hold Harmless Clause and Insurance:

The undersigned person/persons/organization hereafter known as "unit/organization" participating in the Richmond Hill Christmas Parade in Richmond Hill, GA agrees to hold harmless the City of Richmond Hill, and all members of the Richmond Hill Parade Committee from all liability claims direct or indirect, on premises or away from premises, contractual or implied, or product and completed operations related, resulting from any and all acts of participation by the "unit/organization" or any agent of unit/organization.

It is furthered agreed to and understood that "unit/organization" and any agent of "unit/organization" waives all rights to subrogation against the City of Richmond Hill, the Richmond Hill Parade Committee arising from any and all acts of liability claims against "unit/organization".

Name/Organization: _____

Signature: _____ Printed Name: _____

Email (required): _____ Phone: _____

RH Christmas Committee Member: _____ Date: _____

Note: The Richmond Hill Christmas Celebrations Committee reserves the right to limit entries for any reason.

No applications will be considered after Wednesday, November 24, 2021. No Exceptions.



**CITY OF RICHMOND HILL
PARADE RAIN POLICY**

1. SAFETY IS OUR #1 PRIORITY!
2. We will not cancel the night before the event date.
3. All City of Richmond Hill parade participants must setup and be ready to go even though there might be some drizzle – or even some claps of thunder – by parade start time.
4. In the event of inclement weather, Richmond Hill Police Department will determine if a delay is required or decide if the Parade should be cancelled.
5. Richmond Hill Police Department will make the decision at 9AM if it looks like an electrical storm, and if we can or cannot proceed safely.
6. No rain date for the City of Richmond Hill parade will be scheduled.
7. No refunds are given for the City of Richmond Hill commercial entries due to cancellation.
8. Participation in the City of Richmond Hill parade requires acceptance of the CITY OF RICHMOND HILL PARADE RAIN POLICY.
9. Parade participants are responsible for making all members of their group aware of this Rain Policy prior to the event.
10. In the event of cancellation, notification will announced on the City of Richmond Hill's Facebook page (@WeAreRichmondHill) the day of the event.