



**Parade Date:** Friday, November 17, 2023

**Parade Line-up:** 6pm

**Parade Step Off Time:** 7:00 PM

**Parade Route:** Main Avenue and Park Avenue

Thank you for your interest in participating in the 2023 Downtown Ashtabula Christmas Parade. This is a great opportunity for your group or organization to share your talents and pride with our community. The theme of the parade is **“DISNEY”**, and where possible, units are asked to use much **“Mickey Mouse and Friends”** AND Christmas lights (parade will be held after dark), colorful displays, costumes, music and float(s).

Please complete the information on the second page, about your unit. Read the guidelines for participation and return your application to the address below. You will receive a confirmation and detailed information, including your line up number, prior to the parade. Units must meet participating guidelines (detailed on page 3).

The parade will follow the police and fire heading north on Park Avenue (corner of 44th Steet and Park Avenue), turn right (east) on 42<sup>nd</sup> Steet, then South on Main Avenue; turn right onto 48th Street (by the tracks) then head north on Park Avenue; end at the old Carlisle parking lot for a complete loop.

**Please complete the application neatly.**

Preferably by email: [addachristmasparade@yahoo.com](mailto:addachristmasparade@yahoo.com)

Mail: HAIRAPIST

ATTN: Suzy Kist, Christmas Parade Chair

4610 Main Avenue

Ashtabula, Ohio 44004

*Deadline for all submissions is November 1, 2023*

*NO SANTA's please. One will be provided.*

*ANY CANDY DONATIONS GLADLY ACCEPTED!*

If you feel so inclined, we are asking for any **donations of candy** to be dropped off at HAIRAPIST (Suzy's salon/ barbershop) 4610 Main Avenue. Wednesday & Thursday 9-8pm, Friday 9-2pm Sat. 8-2:30pm Thank you in advance!



*Please print neatly or type. Scanned applications can be emailed to: [addachristmasparade@yahoo.com](mailto:addachristmasparade@yahoo.com)*

Name of unit: \_\_\_\_\_

Group represented: \_\_\_\_\_

Unit Contact Person: \_\_\_\_\_

Mobile phone #: \_\_\_\_\_ May I text you? \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Email Address (this is mandatory for communication): \_\_\_\_\_

Mailing Address for Unit/Group/Organization: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Description of Unit: \_\_\_\_\_

Length of Unit: \_\_\_\_\_ # of people in Unit: \_\_\_\_\_

# of Vehicles in Unit: \_\_\_\_\_ Float Motorized? If so, describe \_\_\_\_\_

Will the unit be playing music? \_\_\_\_\_

Write the announcement about your unit, to be read by the M.C.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I have read, understand, and accept the 2021 Downtown Ashtabula Christmas Parade Information & Participant Guidelines: (required)*

Name of unit representative: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of unit representative: \_\_\_\_\_

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## **2023 Parade Participant Information & Guidelines**

**Deadline for application submission: Deadline for all submissions is November 1, 2023. Late entries cannot be guaranteed placement in the parade.**

**Communication:** All parade information is sent via email to each unit contact person at the email address provided. It is the responsibility of the contact to respond to all emails to confirm receipt. It is also the responsibility of the unit contact to inform members of the unit as to the details of line-up times, locations and other related information. Approximately one week prior to the parade, detailed information will be sent to the unit contact. Please print the materials and distribute accordingly. Materials will include unit placement, guidelines, map of the route and related information. Information will also be made available at [www.downtownashtabula.com](http://www.downtownashtabula.com)

**Weather:** In case of inclement weather, please visit [www.downtownashtabula.com](http://www.downtownashtabula.com) for updates. Plan for cold temperatures and supply your unit properly with warm gear.

**Unit Placement:** The placement of all parade units is made at the discretion of the parade organizer. This decision is based on a number of criteria including but not limited to size and type. All units are considered important in making a well-balanced parade which is entertaining and safe.

**Vehicles:** Un-bannered vehicles will not be permitted in the parade or staging area. A unit must primarily consist of a float or group of people walking. Where permissible, a car may lead a unit, but it must have signage describing the group, organization, business or individual.

**Elected Officials:** Officials past and present of any office are welcome to participate in the parade as honored representatives of our community.

**Parade Floats:** All floats must have a fire extinguisher on board. People situated on any float or vehicle must be secured if standing or in a sitting position while moving.

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**Announcements:** All units are announced at various places along the route over a public addressing system.



**Waiver:** All groups, units, organizations, businesses, individuals, and others associated with such; participate in this Downtown Ashtabula Christmas Parade at their own risk. Those described above assume all responsibility and liability for any and all injury and/or damages associated with participating in the Downtown Ashtabula Christmas parade. The Ashtabula Downtown Development Association will be held harmless of any circumstance and released from any liability whatsoever in connection with anyone participating in the event described as the Downtown Ashtabula Christmas Parade.

**Candy:** For the safety of all patrons, candy is to be handed out or tossed toward the curb. NOT TO BE THROWN overhand at the parade watchers.

**Donation:** To help with the costs associated with the parade a \$10.00 donation is greatly appreciated but not required for participation.

**Parade Chair:** Suzy Kist is the 2023 Downtown Ashtabula Christmas Parade Chairperson. I am a volunteer to the ADDA, as are all who help organize all ADDA events.

It is preferred that you contact me via email at

addachristmasparade@yahoo.com

If you have any questions or concerns. *Please add PARADE in subject of email.*

**Parade guidelines are subject to change.**

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