



The City of Auburndale and The City of Winter Haven present

## The 2024 Havendale Christmas Parade

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# 2024 Havendale Christmas Parade

## Official Rules and Regulations

Questions or need information?

Auburndale Chamber of Commerce - 863-967-3400

Auburndale Parks & Recreation - 863-965-5545

*Please review the below rules and information carefully as the rules and requirements have been updated and changed for the 2024 parade. All units are accepted based on the unit's quality and contribution to the parade.*

Parade Date and Time: Friday, December 6, 2024 at 7:00 P.M.

Parade Entry Deadline: Thursday, November 7, 2024 or until parade has reached capacity.

Mandatory Parade Meeting: A **mandatory** meeting will take place on **Tuesday, November 12, 2024, at 7:00 P.M.** at the Advent Health Fieldhouse and Conference Center, located at 210 Cypress Gardens Blvd, Winter Haven, FL 33880. You will receive staging information, walking wrist bands and your parking information, whether at Spring Haven or Spring Lake Plaza. If you are put behind Spring Lake Plaza you *will not* be given a number and you will line up as you arrive. If you are given a number for Spring Haven that is *not* your unit number in the Parade that is you're parking number at the facility. We merge both places together, as the parade starts. Staff and volunteers will be checking both places before the parade to make sure you have completed all the required information to participate in the parade.

Entry Fee: A non-refundable fee of \$50.00 per unit is due with your application.

Parade Route: Floats will stage at either Spring Lake or Spring Haven Retirement Center before merging onto Havendale Boulevard and traveling west. The parade will end at Publix in Auburndale. The official start of the parade is at the intersection of 14th Street and Havendale Boulevard. Viewers of the parade should be sure to position themselves beyond this starting point. The route spans approximately 3.1 miles.

### Types of Units:

- Professional: One designed and constructed by a professional float company.
- Other Float: One that originates from sources other than a professional float company (i.e. homemade)
  - **All floats must have 3 walkers on each side. Walkers with floats must be 18 years or older.**
- Public Official Vehicle - only vehicles carrying a public official or pageant representative.
- Animals: Will be accepted on the discretion of the parade committee. Units composed of live animals must have professional/licensed clean-up crew and must provide proof of liability coverage.
- Marching Band: A performing group of moderate size.
- Walking Units with Floats: All walkers must be 18 years or older.
- Walking Units without Floats: All walkers must be 12 years or older.

***All walkers will be required to wear a wrist band, issued at the Mandatory meeting. All walkers should be dressed theme appropriate, including chaperones.***

*All walkers must wear appropriate shoes to keep up with the steady pace of the 3.1-mile parade route.*  
**Any other type of unit not detailed above, will only be allowed with the approval of the parade committee.**

**Santa:** Santa and Mrs. Claus have agreed to be part of the Havendale Christmas Parade. **DO NOT** have an imposter on your unit, as they will not be allowed.

**Decorations:** All floats and wheeled units (including towing units) are to be completely decorated with lights and weatherproof materials that can withstand transportation to and for participation in the parade.

**Float Identification:** The organizations name shall be visible on the unit. This is to provide identification, not advertisement.

**Handouts/ Candy:** No Unit or participant may throw or hand out any item (e.g., candy, trinkets, beads, or pamphlets) to the crowd. Failure to comply will result in removal from the parade. Police and parade staff will enforce this rule.

### **Awards and Judging Categories**

1. Spectacular Sparkle Award: Given to the entry that presents an outstanding display of shimmer or shine
  - I. The winner of this award should blow you away with their shinny spirit, full of bright lights, smiling faces, and shimmering displays
2. Silver Bell Award: This award will be given to the entry that thinks outside the Christmas box and displays with the most creativity and uniqueness
  - I. While staying in the Christmas Spirit sometimes it is fun to go against the grain and come up with a creative display that screams HO HO HO without Norman Rockwell's help
3. Spirit of Havendale Award: Given to the entry displaying the best overall appearance, the WOW Factor
  - I. The Hallmark Card of floats. This winner makes you want to put a float in next year. Full of Christmas Spirit and something to remember
4. Rodger McCoy Award: Given to the entry with the most enthusiastic, well mannered, and jolly participants
  - I. Rodger McCoy served as a volunteer for the Havendale Christmas Parade for 18 years and brought dedication, professionalism and care to the event that will never be forgotten. The winner of this award should showcase participants on or off the float that make you proud to be a resident of our two fine cities. Full of smiles, the best waves and an energy that promotes the Christmas Spirit.

## **Safety Rules and Information**

### **New for 2024:**

- **No Unit/Participant may throw or hand out any item (i.e. candy, trinkets, beads, or pamphlets) to the crowd. Failure to comply will result in removal from the parade. Police and parade staff will enforce this rule.**
- **Walking Units with Floats – All walkers must be 18 years or older.**
- **Walking Units without floats, all walkers must be 12 years or older**
- **At the mandatory meeting, all walking units will be given wristbands for the allotted number of walkers. Wristbands must be worn by all walkers.**
- **Any person driving a motorized vehicle must have a valid driver's license.**
- Parade units shall be no taller than 15 feet and 12 feet wide.
- The towing vehicle must have a tow bar, safety chains, and working brake lights. All headlights on towing vehicles must be turned off or covered during the parade.
- Safety bars or stable structures shall be provided for persons standing on the unit.
- All units must be equipped with a fire extinguisher on board.
- No alcohol or smoking is allowed on or in any parade unit including floats, tow vehicles or on the parade route. Consumption of or possession of alcoholic beverages, drugs, or firearms is prohibited during parade participation. Possession of such items will result in immediate removal from the parade.
- Each entry must have an adult spotter (18 years or older), other than the driver, to watch for any problems with participants, riders, or spectators.
- No strollers, wagons, or motorized units (battery-operated) are allowed.
- No open flames or spark-producing devices are allowed on a float or in a vehicle.
- Units may not stop during the parade route at any time. Units must maintain a slow, continuous speed.
- During the parade: All occupants of the towing vehicle OR vehicle must remain IN THE VEHICLE at all times WITH ALL DOORS CLOSED. Refrain from the use of cell phones, eating, etc. while in the parade route.
- Music must be Christmas-appropriate; this is a Christmas Parade with children attending.
- Costumes on the float must be appropriate for a Christmas Parade and not scary.
- Each application must contain a detailed unit description. Updates must be made by the deadline date of November 7, 2024. Changes will not be accepted after this date.
- Failure to comply with the request of a law enforcement officer or a parade official will result in immediate removal from the parade.

# 2024 Havendale Christmas Parade

Friday, December 6, 2024 at 7:00 P.M.

## APPLICATION FORM

Applications must be completely filled out and accompanied by payment with a copy of your insurance card.

Entry Fee (non-refundable): \$50.00 per movable unit to be paid by cash or check, *only*.

Checks should be made payable to: **Auburndale Chamber - Havendale Christmas Parade**

Mail or deliver payments to:

Auburndale Chamber  
2701 Lake Myrtle Park Road  
Auburndale, FL 33823

OR

Auburndale Parks and Recreation  
119 W Park Street  
Auburndale, FL 33823

Registration Deadline: Thursday, November 7, 2024 – or until the parade is at capacity.

Professional Float - rented from a professional float company

Homemade Float: made by volunteers and pulled by a vehicle

Semi: Trailer/Float is being pulled by a Semi-Truck

***All floats must have three (3) walkers on each side. This is to keep parade attendees away from truck/float tires and to advise drivers of any potential hazards. Walkers must be 18 or older.***

Public Official Vehicle: Must be carrying an elected official or pageant representative  
Make \_\_\_\_\_ Model \_\_\_\_\_  
Name of Elected official or Pageant Representative being carried \_\_\_\_\_

Band: Number of band members? \_\_\_\_\_

Walking Unit: (walking/dancing/marching) How many in unit: \_\_\_\_\_

***No more than 25 walkers, per walking unit, must be 12 or older.***

Horses: Number of horses \_\_\_\_\_

Number in Professional/Licensed Clean-Up Crew \_\_\_\_\_

Total length of parade entry: (front of the towing unit to back bumper of the trailer)? \_\_\_\_\_

Total number of movable units in your entry: (Truck pulling float is considered one unit) \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Cell Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please include a *detailed* float description (use additional page if needed):

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Music that will be played on your float (*Music must be appropriate for a Christmas Parade and children in attendance*): \_\_\_\_\_

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*Neither the City of Auburndale, City of Winter Haven, Auburndale Chamber of Commerce, its elected or appointed officials, officers or employees, nor any volunteer/employee of such will be liable for loss or damage to the property of participants or to their employees, agents, successors and assigns, due to fire, theft, accidents, or any cause whatsoever that may arise, before, during and after the event. Participant agrees to indemnify and hold harmless the City of Auburndale, City of Winter Haven, Auburndale Chamber of Commerce, its elected or appointed officials, officers or employees, and any volunteer/employees of such against any and all claims of any person whomsoever arising out of any act or the negligence of participants, its employees and/or guests. No liability for losses is assumed or implied.*

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Proof of insurance MUST accompany the parade registration form or the entry will not be accepted.

*I have read the Rules and Regulations of the Havendale Christmas Parade and do hereby agree with the rules as set forth.*

Name of Organization: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Completed application, including payment and insurance information, can be mailed or delivered in person to :

Auburndale Chamber  
2701 Lake Myrtle Park Road  
Auburndale, FL 33823

**OR**

Auburndale Parks and Recreation  
119 W Park Street  
Auburndale, FL 33823

Checks should be made payable to: **Auburndale Chamber - Havendale Christmas Parade**

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For Office Use Only:

Date Received: \_\_\_\_\_

Insurance: Yes/No

Walker Wristbands: Yes/No

Payment Method: Check/Cash

Attendance at Mandatory Meeting: Yes/No

Number Wristbands needed: \_\_\_\_\_

Wristbands received: Yes/No