



Welcome to the 2023 Bend, OR Christmas Parade "The Lights of Christmas"

Dear Friends and Christmas Parade Participants:

The annual Bend Christmas Parade will take place on Saturday, December 2, 2023 at noon in downtown Bend. The Parade Theme this year is **"The Lights of Christmas."** We'll see lots of fun floats with interpretations of this theme!

As has been the case for over 30 years, the Christmas Parade is organized by an all-volunteer, non-profit committee made up of a cross-section of Bend citizens. We welcome individuals, marching units, floats, drill teams, choral groups, churches, businesses, non-profits and animal groups to enter the parade. Certificates of participation are given to all entries and award ribbons are given to the top three judged entries in eight different categories. A modest fee for most entrants helps to defray parade expenses.

All people of all belief systems are cordially invited and welcome to participate in the Bend Christmas Parade, so long as entries participate in the positive spirit of the Christmas season, are non-divisive and contribute to goodwill and building up our community. To maintain the quality of the parade, all entries must be highly decorated in the spirit of the Christmas season and should adhere to the Parade Theme. Read the rules governing the parade carefully and fill out the entry form completely before submission.

The 2.5-mile parade route starts on the intersection of NW Newport Blvd. and NW Harmon Blvd. It runs East on Newport, turns south on Wall Street, and then meanders along Riverside Blvd. before it crosses the Galveston St. bridge and ends at Harmon. Many thousands of happy people will line the route.

HOW TO ENTER: Use the Parade Entry Packet. Deadline for entry is NOVEMBER 21, 2023, however the event will most likely fill sooner. It is your responsibility to mail (or email - preferred) your entry form on time and to confirm that it has been received by the deadline date. If you do not receive a confirming email, please call (or email) to confirm that your entry has been received.

The Bend Police Department, insurance carriers and the volunteer parade organizers have placed a limit on the number of entries for safety purposes. You must turn in your entry form by deadline for committee review. If your entry is NOT acceptable for any reason, you will be notified immediately upon receipt of your entry form. If your entry is accepted, you will be notified approximately ten days before the parade date regarding your line-up position and time for your arrival.

Sincerely,

Michael Sipe

Bend Christmas Parade Chairman

BendParade@gmail.com

541.390.8610



**Welcome to the 2023 Bend, OR
Christmas Parade
"The Lights of Christmas"**

Entry Form

Entry Deadline: November 21, 2023

Parade Date: December 2, 2023

Name of Organization/Entrant: _____

Main Activity of Entrant: _____

General Theme of Entry: _____

Contact Person: _____ Cell Phone: _____

Email: _____ Website: _____

Address: _____

Entry Categories and Fees

Please Check One

Non-Profit Youth			Commercial		
	Scouting	Free		Small Business	\$75
	Equestrian	Free		<25 Employees	
	4-H	Free			
	Sports/Rec. Clubs	Free		Large Business	
	Bands/Choral Groups	Free		>25 Employees	\$125
	Marching/Drill Groups	Free			
			Misc.		
Color Guards				Churches	\$50
	Marching Units	Free		Non-Profit Organizations	\$50
	Equestrian Units	Free		All Other Organizations	\$50
Individuals				Political Candidates	\$100
	Fee Per Marcher	\$25			
	Fee Per Equestrian	\$25		City/County Government	Free
	Fee Per Automobile	\$25			

Return entry form with your check to the address below. Make check payable to Frontline Foundation, a 501c3 Non-Profit Organization.

Or, (preferred and expedited method) return this form by email to BendParade@gmail.com and pay Entry Fee separately online: <https://BendChristmasParade23.Eventbrite.com>

2022 Bend Christmas Parade Application (Continued)

Organization/Entrant Name: _____

Please complete all entry form pages. Return to Bend Parade Committee by either U.S. mail or E-Mail.

1. Do you wish your entry to be judged? Yes No

If "Yes," please select a category from table below: _____

IMPORTANT: Judging of the floats will take place at their line-up area, at 10:00 a.m. Details regarding parade line-up time and place in the parade will be sent to each judged entrant prior to the parade date.

2. Will you have music? Yes No Amplified Yes No

3. Will your entry have animals? Yes No

4. Check is included if required. Yes, Check Included No, Paying Online N/A No Entry Fee

5. Insurance confirmation included (See below) Yes N/A

6. I agree to decorate my entry in a Christmas theme (no divisive social messaging) Yes

7. I agree NOT to hand out or throw anything from our entry Yes

Judging Criteria: The Christmas Parade is a judged event for all entries who indicate on the entry form that they would like to be judged. Judges for the Christmas Parade look for general appearance, color, design, composition, workmanship, creativity, and integration of the Parade Theme. It is encouraged that advertising on vehicles be covered with Christmas decorations. A banner will precede each First Place Award winner in each of the 8 categories. First, Second and Third Place ribbons will be awarded to those being judged first, second, or third in each category. The eight categories are listed below. The First Place winner's name will also be announced from the review stand. All parade entries will receive a participation certificate.

Award	Description	Sponsor
Sweepstakes	Most Outstanding Non-Commercial Entry	TBD
Governor's Award	Best Small Business Entry	TBD
Grand Marshal's Award	Best Large Business Entry	TBD
Jingle Bell Music Award	Best Entry With Music	TBD
Mayor's Award	Best Youth Entry	TBD
Silver Snowflake Award	Best Entry Featuring Walking/Marching/Drill/Dance	TBD
Rudolph the Reindeer Award	Best Animal Entry – Large or Small	TBD

Description of Entry:

1. Please provide a complete description of your entry. If music will be used, please explain. If you will be using animals in your entry, please tell us what kind, how many, and how they will be used. You may attach extra pages as needed.

2. Please provide a short narrative about your entry that the Master of Ceremonies can use to announce your group as you pass the review stand. You may want to provide a special holiday message from your group to the community. Please write text neatly on the lines provided. Be brief, please.

Insurance: If your float will be powered by a privately owned motor vehicle, please send a copy of your current insurance ID card or other proof of vehicle insurance for each vehicle to be used. If your float is going to use a commercial motor vehicle, please provide a Certificate of Insurance showing the Bend Christmas Parade Committee and the Downtown Bend Business Association (1001 SW Disk Drive #101, Bend, OR 97702) as Certificate Holder. Your Parade entry reservation can be made, but it cannot be finalized without proof of current vehicle insurance delivered within two weeks of registration. Simplest for everyone is to deliver your application and insurance proof all together.

Acknowledgment and Release: I have read and agree to follow all *Rules Governing the Parade*. I understand that attending and participating in the Parade can expose those involved to hazards and other inherent risks, including obvious and unanticipated risks. I assume full liability for my participation and that of my organization and I hereby release the Bend Christmas Parade Committee and the Downtown Bend Business Assoc., their officers, staff, and volunteers from all liability. I waive for myself, and on behalf of my organization, any claim of damage arising from whatever cause by in connection with my personal or organizational attendance at and participation in the Bend Christmas Parade.

Name _____ Signature _____ Date _____

Return entry form with your Entry Fee Check to: Frontline Foundation, a 501c3 Non-Profit Organization.

Mailing Address: Bend Christmas Parade c/o Frontline Foundation, 1001 SW Disk Drive Suite 101
Bend, OR 97702

Or, Preferred Method: Return this form by email to: BendParade@gmail.com

And pay Entry Fee separately online: <https://BendChristmasParade23.Eventbrite.com>