



**SOUTHPORT FIRE DEPARTMENT'S ANNUAL  
LIGHT UP THE NIGHT CHRISTMAS PARADE  
PARADE APPLICATION FORM**

Friday Evening, December 07, 2018

Parade Line up begins at 5pm

Parade Starts at 6:30pm

To participate, please complete this parade application and return it to the Southport Fire Department.  
Mail entries to- P O Box 10608 Southport, NC 28461 or email to – [Charles\\_drew@southportnc.org](mailto:Charles_drew@southportnc.org)  
Fire Department Officer Number – 910-457-7915

**Name of Business/Organization**

\_\_\_\_\_

**Address including City, State, and Zip Code**

\_\_\_\_\_

**Name of Contact Person of Float or Entry**

\_\_\_\_\_

**Phone Number of Contact Person**

**Email Address of Contact Person**

\_\_\_\_\_

**Description of Parade Entry**

\_\_\_\_\_

**Entry Categories (Please select appropriate Category)**

Float Entry  Walking Unit  Classic Car  Golf Cart  Band  
 Other, please explain

Please decorate all entries in Christmas Lights or Christmas theme. You may pass out tracts, flyers, candy, or literature. Please do not throw anything off of the floats or apparatus.

Please indicate if you will be playing music or using amplified sound on your entry and give a brief description:

\_\_\_\_\_

**The Southport Fire Department organizers reserves the right to reject or cancel any entry at any time, should it be determined that it detracts from the basic purpose of the parade and the parade spectators.**

**This is a family event, all parade entries is subject to approval of the organizers of this event.**

**Waiver of Responsibility**

By participation in the Light up the Night Christmas Parade, I hereby release, discharge, and hold not liable the City of Southport or the Southport Fire Department, or any person affiliated with this event, from all claims of damages, demand actions, causes of actions, whatsoever, in part or in entirety, of any matter arising or growing out of, any participation in this event. I hereby agree to this release on my behalf, and on behalf of the total participants in my group, float, or organization. I have so informed them of this waiver of responsibility as though signed by each and every member of the float, group or organization. I also give full permission for use of my name, my group's name, and the photographs of each in connection with this event.

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

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Organization: \_\_\_\_\_



## **SOUTHPORT FIRE DEPARTMENT LIGHT UP THE NIGHT CHRISTMAS PARADE INFORMATION**

Friday Evening, December 07, 2018

Line up begins at 5pm

Parade at 6:30pm

Any questions can be directed to Chief Charles A. Drew by email at

[Charles\\_drew@southportnc.org](mailto:Charles_drew@southportnc.org) or by calling 910-457-7915

This is a 100 year old tradition in Southport, and we are looking for entries to make this parade a success. Calling for all civic clubs, churches, businesses, political figures, queens, dignitaries, and citizens. Decorate your golf cart, or trailer, we love the local, home style floats and entries. Please decorate all entries in Christmas lights or a Christmas Theme, you may play music or use amplified sound on your entry.

Howe Street will be shut down completely beginning at 6pm, to clear all traffic for the parade.

**Parking for the Event:** Parents can utilize parking areas around the Southport Fire Headquarters for loading and unloading children on the Fire Engines.

**LOADING OF CHILDREN ON FIRE APPARATUS:** All children will be loaded at the Fire Headquarters, we will begin loading around 5:15pm. All Fire Engines will be loaded first, then support vehicles, pickup trucks and trailers last. Once the apparatus is loaded, it will be sent to staging on Bay Street.

**Parade Line up:** All EMERGENCY VEHICLES will line up on the EAST side of Bay Street. All other entries, floats, classic cars, golf carts, bands, or walking units, will line up on the WEST Side of Bay Street, to include North Lord Street and North Caswell Avenue. There will be a PARADE MARSHAL stationed at Howe & Moore Street to direct you, if you have questions.

**Parade Route:** The Parade will begin at 6:30 pm at Moore and Howe Street, and proceed North on Howe Street to the Fire Headquarters. Emergency Apparatus will be directed to the front of Fire Headquarters to unload children, or they will be turned down West 10<sup>th</sup> Street to unload children in the back parking lot of Fire Headquarters. All other entries will be directed to turn at Howe and Fodale, or directed to proceed North on Howe Street.

**DO NOT THROW ITEMS FROM PARADE ENTRIES.** If you are passing out literature or candy, please distribute your items at curbside. This is a safety issue for parade entrants and parade viewers.

**POST PARADE:** Everyone is invited to Fire Headquarters to visit with Santa Claus, and all children will receive a treat. There will be a concession stand with food and drinks to help us off set the cost of this event.