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Haleiwa, Hawaii 96712
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Website: www.GoNorthShore.org

October 23, 2017

Aloha Prospective Parade Entrant!

The North Shore Chamber of Commerce will be presenting the 17th Annual Haleiwa Town Christmas Parade this year! The Parade will take place on Friday, December 8th, 2017 from 6:00 to 7:00 pm and will start at Weed Circle and end at Haleiwa Beach Park, as in years past. We need marching bands, scouts, drill teams, paniolo groups, floats, decorated cars, clowns, etc. to exhibit and celebrate what makes the North Shore special.

The Chamber would like to invite you to participate by becoming an entrant in the parade. Please complete and return the enclosed forms to our office in person, by regular mail or fax (637-4558) **no later than Monday, November 27th** if you decide to enter. The fees are: \$30 for commercial entrants, \$15 for civic groups or non-profits, and it's free for schools and youth groups. This fee is to help defray the insurance and other costs of the parade.

As the parade grows bigger and better each year, we thank you for your continued support and look forward to having your participation again in an event that builds community spirit and pride as we celebrate the Christmas holiday.

If you have any questions or concerns regarding the parade or are interested in volunteering to help, please feel to contact me at 342-8557.

Mahalo,

Antya L. Miller
Parade Committee Chair

**North Shore Chamber of Commerce's
17th Annual Haleiwa Town Christmas Parade
Rules, Regulations and Registration Procedures**
Parade Date: Friday, December 8th, 2017 Staging: 5:00 pm at Weed Circle

1. Please complete the Application Form and give specific details about your entry. On the back, the release of liability must be signed.
2. Please send entry form, release of liability and payment to our office no later than **5pm Monday, November 27th**. We cannot process your entry until we receive everything. Office hours are Monday through Friday 10 to 5 pm at the Chamber building across from the post office. There is a mail slot you can use on the front door if office is not open.
3. Each entry **must** be decorated in a Christmas theme and identified by a banner or sign. For marching units such as scouts, AYSO, etc., marchers should be in full uniform.
4. **Only one Santa Claus** is allowed and he will be at the end of the parade.
5. A representative **MUST** attend a **MANDATORY SAFETY MEETING on Tuesday, November 28th 6:30 pm First Baptist Church & Preschool Chapel**. The representative of your organization will receive lineup information and formation details via email by Thursday. **Staging map and drop off/safety instructions MUST be relayed to parade participants by Friday, December 1st**.
6. Cancellation notices must be received by our office no later than **December 1st at 5pm**.
7. Please do your best to showcase what is special about the North Shore with your choice of décor, music, or decorated floats. Everyone should look their best and **lots of lights and music** should be used.
8. While we would like to accommodate as many participants as possible, our permit requires us to conform to City and County rules for parades and control the duration and length of the parade. **Safety is foremost.**
9. Children 12 years old and under should ride in a decorated vehicle or float unless they are in a marching unit. No one may get on or off an entry once parade has started.
10. No handouts, flyers, brochures, or advertisements, toys, prizes, etc. are allowed for distribution along or during the parade route. **This is for the safety of the spectators. Candy will be handed out ONLY by the Santa float elves and other pre-approved exceptions.** Failure to comply with this rule, will result in the business or organization being prohibited from future participation in parades and/or will result in being billed for clean-up.
11. Elected officials are invited to participate in the parade. Otherwise, no political messages, activities, or anything of a political nature is allowed. Examples: Upside down flags, protestors of any kind, pushing children in front of vehicles, etc. Anyone breaking this rule will be removed from the parade. It's sad that we must have this rule.
12. Car/motorbike clubs are limited to 10 vehicles and must provide license numbers for each vehicle. These vehicles must be street legal.
13. Each horse unit is required to clean up its own animals' waste.



NORTH SHORE CHAMBER OF COMMERCE'S
17TH ANNUAL CHRISTMAS Parade
Friday, December 8th, 6:00pm-7:00pm
Application Form
(Entry Deadline: Monday, November 27th)

All types of entries relating to the spirit of Christmas are encouraged to participate. The parade runs from Weed Circle to Haleiwa Beach Park. Please:

1. Complete the Application and sign the Indemnification Form
2. Pay the entry fee to help cover insurance and other costs
3. Come to the mandatory safety/orientation meeting on Tuesday, November 28th, 6:30 pm
Place: First Baptist Church Chapel on Haleiwa Road across from Chun's Store

Name of Entry: _____

Organization/Business Name: _____

Name of Sponsor (if any): _____

Contact Person: _____ E-mail: _____

Phone: Daytime: _____ Evening or Cell: _____

Address: _____ Fax: _____
Mailing Address City Zip

Type of Entry:

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Band | _____ Commercial: \$30 |
| <input type="checkbox"/> Decorated Vehicle(s): Attach list of license #'s | _____ Civic group or non-profit: \$15 |
| <input type="checkbox"/> Float (children under 12 y.o. must be on a float or horse) | _____ School or youth group: Free |
| <input type="checkbox"/> Marching Unit: Number of Marchers _____ | _____ Donation \$ _____ |
| <input type="checkbox"/> Specialty Unit (please describe) _____ | |

(NOTE: Make check or money order payable to North Shore Chamber of Commerce)

Playing Music? Yes _____ No _____ Number of Participants: _____

Please Describe Entry: _____

Note: Every entrant is required to have at least one sign and lots of lights!
Car Unit License #'s (no more than 10)

(OVER)

MORE!

Please Return to:
North Shore Chamber of Commerce
66-434B Kamehameha Hwy. Haleiwa, HI 96712
Phone/Fax: 637-4558 Website: www.GoNorthShore.org



Indemnify and Hold Harmless Agreement

I agree that all participants in my entry will abide by all Haleiwa Town Christmas Parade rules and regulations. I also hereby agree to release, indemnify and hold harmless the North Shore Chamber of Commerce, the City and County of Honolulu, and any sponsors, against any and all claims, liability, damages and expense which might incur in connection with or arising out of my/our participation in the parade, including, without limitation, any injury sustained by me/us or by anyone involved with or watching the Parade, caused by me/us. Said expenses referred to above include, but are not limited to all costs and reasonable attorneys' fees that might be incurred in connection with my/our participation. I also understand that the parade will go on, regardless of weather conditions.

The management, its members and agents are also hereby authorized to publicize and use, as they may deem appropriate, all photographs, descriptions and information submitted by participants, their managers or agents; and to use and publicize with photographs or other means the entrant's performance and participation in this event.

In consideration of allowing my/our participation, I /we hereby agree that/we will indemnify and hold you harmless against any and all such claims, liability, damages and expenses.

Signature of _____ Date _____
Entrant Unit Coordinator (must be 18 years old)

Name (print) _____

Name of Organization or Business _____