**The 20th Annual Manhattan Spirit of the Holidays Lighted Parade**

**Friday, December 3rd, 2021 at 5:30 p.m.**

**OFFICIAL ENTRY APPLICATION**

* **Parade Entry Fee:** Please bring a cash or food donation for the Flint Hills Breadbasket. Your donation will be collected in the staging area.
* **Parade Route:** 3rd Street & Poyntz Avenue --- 11th Street --- Moro Street --- City Park
* **Parade Day Timeline:**
	+ **3:00 PM Staging**: We will be lining up in the parking lot west of Dillard’s again. You will be emailed before the parade with an assigned line-up time based on your position in the parade.
	+ **5:30 PM Parade Begins Downtown**
	+ **Parade Ends** in City Park. All entries must continue through Aggieville to City Park. There will be an in person tree lighting ceremony in Triangle Park following the parade.

**GENERAL GUIDELINES:**

* ALL ENTRIES MUST HAVE LIGHTS (this includes walking groups)
* Costumes are *strongly* encouraged for all participants. All participants should dress in warm clothes.
* No entry may feature Santa. Santa makes a special appearance at the end of the parade.
* Distribution of candy and trinkets is encouraged. For safety, please hand out near sidewalks, ***do not throw!***
* Once the parade gets moving do not allow for gaps.
* All entries are subject to approval by the parade committee.
* The group contact person must have signed this application and all entrants must be familiar with these guidelines.
* All awards will be determined by a panel. This year’s awards include:
	+ **Mayor’s Trophy/Best in Show:** The winner must show originality and have a significant light display.
	+ **Best Use of Lights:** For the entry that uses lights in the most creative way to enhance their entry.
	+ **Spirit of the Breadbasket:** This award is given to the entry that best represents the idea of sharing food with those in need and uses the most food as part of their entry to best advantage.
	+ **Best Youth Float:** For the best entry by a group composed mainly of children.
	+ **Best Walking Group**: For the best individual or group traveling the parade route on foot.
	+ **Best Bicycle Entry**: Best individual or group on bicycles.

**The 20th Annual Mayor’s Spirit of the Holidays Lighted Parade**

**Entry Name (Group, Club or Organization):**

**Group Contact Person Cell Phone E-mail**

**Address City State Zip**

**Signature Date**

The following information is necessary for us to allow ample room for entry lineup. Please complete the following and add any additional information you feel is vital for proper placement of your entry.

**Type of Entry - Choose one of the following categories:**

**\_\_\_ Band –** Marching group playing musical instruments How many members? \_\_\_\_\_\_\_\_

**\_\_\_ Float –** Platform on wheels bearing a decorated display, pulled by a vehicle

\_\_\_ **Automobile –** Vehicle with passengers

\_\_\_ **Bicycle –** Non-motorized bicycle

**\_\_\_ Other Vehicle –** Any decorated vehicle other than cars or floats How many? \_\_\_\_\_\_\_\_

\_\_\_ **Pedestrians –** Organized group of walkers How many? \_\_\_\_\_\_\_\_

Approximate Total Participants: \_\_\_\_\_\_\_\_

Does your entry have music? YES NO Type:*(Speakers, Choral, etc.*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approximate length of your total entry in feet: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Will you need extra time to set up your entry once you reach the staging area? If so, How much?

Other information that will help us accommodate your group:

**Please describe your group and your entry FOR OUR ANNOUNCER:**

**PLEASE RETURN THIS FORM NO LATER THAN FRIDAY, NOVEMBER 15, 2021**

Mail: Manhattan Spirit of the Holidays Lighted Parade, c/o Downtown Manhattan, Inc.

323 Poyntz Avenue, Suite 101, Manhattan, KS 66502

Email: events.historicdowntown@gmail.com