



2022 ALABASTER CHRISTMAS PARADE Registration Information

Organized and Directed by Alabaster City Personnel

Date: Saturday, December 3

Time: 10:00 AM

Location: Hwy. 31 South

Parade Theme: "Rockin' Around the Christmas Tree"

Toy Donations:

New toys will be accepted during the Parade to help children who might otherwise receive no gifts this Christmas. We have partnered with Shelby Emergency Assistance (SEA – 205-665-1942) to distribute the donated toys throughout Alabaster with any extras going to neighboring cities. See Page 3 for details.

The City of Alabaster invites you to be a Participant in our annual Christmas Parade.

Registration Dates: October 10 thru November 12

- **ON-LINE** at www.cityofalabaster.com – Oct. 10 at 8 AM thru Nov. 12 at 11 PM
- **Email:** sallen@cityofalabaster.com – Oct. 10 thru Nov. 12
- **Alabaster Parks & Recreation Office** – Oct. 10 thru Nov. 10 from 8 AM until 5 PM
 - Weekdays only
 - Located at 200 Depot Street, Alabaster
 - NOTE: Office will be closed on Nov. 11 in observance of Veterans Day.

Registration Deadline:

- We will not be able to accept any Applications received after Nov. 12.

Fees: There is no cost to participate in the Parade.

Approval:

- An application does not guarantee you a spot in the Parade.
- All applications will be reviewed, and a decision made on each one by the City of Alabaster.
- All applicants will be notified of your approval or denial to participate in our Parade.

Questions: Please contact Morgan Lawley with any questions....

- **Phone:** 205-664-6840
- **Email:** mnlawley@cityofalabaster.com

DETAILS FOR PARADE PARTICIPANTS

Arrival Time: The City will have staff on site in the lots by 7:30 AM on Dec. 3. The earlier you arrive for line-up, the better. The latest time to show up is 8:30 AM.

Candy: All entries should have plenty of candy to throw as you travel the Parade route.

Category Winners: There will be one trophy awarded in each of the following categories....

- Best Holiday Spirit
- Best Use of Theme
- Best Walking Entry
- Most Creative
- Most Entertaining
- *NOTE:* Winners will be notified within one week after the Parade.

Decorations:

- All entries must have Christmas decorations, preferably in relation to our theme.
- Please don't enter your company vehicle in the Parade without decorating it as this is no fun for the spectators.
- The maximum float height from the ground is 13 feet 6 inches in order to clear traffic signals.
- Most spectators will be viewing the right side of your vehicle or float.

Gaps in Parade:

- To maintain a constantly flowing Parade, we ask that you make every effort to minimize the gaps between entries.
- The only time you should stop is in front of the judges stand while your group performs or for a train.

Identification Name and Numbers:

- All entries should have a visible sign with the name of your organization on your float or vehicle or carried by individuals in front of your entry.
- There will be a Parade attendant in each lot who will give you an identification number and further instructions.
- Please place your number **PROMINENTLY** on the **RIGHT** side of your **FIRST** vehicle as this is how the emcee will know who to announce as you approach the judge's stand.

Lane Closing: Southbound lanes of Highway 31 will be rerouted to a northbound lane at 9:15 AM. Highway 31 North will become 2 lanes for north and southbound traffic.

Lots: There will be signs ("A", "B", etc.) in each lot so you will know which one to enter based on the number you were assigned.

Lot Assignments: All approved applicants will receive an email from Morgan Lawley by mid November informing you of your lot assignment.

Marchers: Large groups of marchers will be lined up at Keystone Plaza – no exceptions!

Parade Route: Begins at Long Lewis Ford and ends at the stop sign in front of Southbrook Village on 1st Street Southwest.

Parking/Pick Up:

- Because of limited space, no one will be allowed to park their vehicle at the line-up sites unless your vehicle is part of the parade!
- ALL walkers may be picked up at the Walgreens/Restore parking lot (old Winn Dixie lot).
- All floats will need to turn right at the stop sign in front of Southbrook Village (Cultivate Church, Crunch Fitness) and go straight, cross the RR tracks, and take an immediate left or take the second left into Buck Creek parking lot.

Performances: The time limit for any performance in front of the judge's stand is one minute. You risk being disqualified from winning a trophy if you go over the limit. The only exception is for anyone who gets stopped due to a train.

Restrictions:

1. No dirt bikes allowed!
2. There will be **no live Santa's allowed** in the Parade except the one provided by the City who will be riding on an Alabaster Fire Truck. Any extra Santa's will confuse children. Anyone breaking this rule will be asked to leave the Parade line-up!

Sound System: You must be completely self-sufficient including providing your own sound system. The city will not have any means to provide you with sound at the judging station.

TOY DONATIONS: For those who would like to donate new toys to help children who might otherwise receive no gifts this Christmas, there will be drop-off boxes at the following locations:

- **Saturday, Dec. 3:** Restore parking lot, 128 Market Center Drive, during and immediately following the Parade.
- **Monday, Dec. 5:** Lobby of Alabaster City Hall, 1953 Municipal Way, between the hours of 8:00 AM and 4:30 PM.
- **Monday, Dec. 5:** Lobby of Alabaster Parks and Recreation Office, 200 Depot Street, between 8:00 AM and 5:00 PM.

Supervision: Any entry with children will need to provide proper adult supervision pertaining to the size of your group.

Weather: We will monitor weather conditions.

- The Parade will occur whether it's rain or shine unless we have a significant weather event (i.e., strong winds, lightning, thunder, flash floods, etc.). In that case, a decision will be made based on safety.
- If the Parade is cancelled, it will not be made up.
- Rain-Out Line: 205-378-4055