

Christmas Parade Entry Form

Saturday, December 5, 2026 @ 5:00 pm

“Christmas on the River”

Name of Organization _____

Mailing Address _____

City _____ State _____ Zip _____

Contact Person _____ Daytime Phone _____

Address _____ Evening Phone _____

City _____ State _____ Zip _____

Email Address _____

*****Parade Entry Fee is \$50.00 (plus tax): DEADLINE: FRIDAY, OCTOBER 30 on or before 4:30 PM****

Applications received after the deadline will be subject to an additional late fee of \$30.00.

Applications will NOT be accepted after 12:00pm on November 24.

Entry Information: Type of Entry: Please include the following information for your parade entry. Staging area is determined by the size of your entry. Check all that apply.

EX: ☒ Vehicles 4 12' each = 48' ☒ Trailer/Float 4 2-12'; 2-40' = 104'
of vehicles Total length (ft) # of trailers/floats Total length (ft)

☐ Vehicles _____
of vehicles Total length (ft)

☐ Trailer/Float _____
of trailers/floats Total length (ft)

☐ Horse/Carraige _____
(*horses must be bagged*)

☐ Band _____
of walkers # of vehicles Total length (ft)

☐ ATV/Carts/Motorcycles _____
of vehicles Total length (ft)

☐ Walkers _____
of participants

*****PLEASE NOTIFY US OF ANY CHANGES TO YOUR LENGTH OF ENTRY BY WEDNESDAY DECEMBER 2 AT NOON*****

Will you be participating in the judging contest for best in your category: YES NO

If “yes” then please choose which category you would like to be judged in. If “no” please move to the next section.

☐ Themed Float ☐ School Float ☐ Religious Float ☐ Non-Float ☐ Drill/Dance Team ☐ Band
(Vehicle other than float)

☐ I have selected to be in the judging contest. If I should win, a check will be payable to the organization below and must be cashed .

☐ I agree that if the information below is not accurate, or if check is not cashed within 90 days, I will forfeit our prize winnings.

Check maybe payable to (Name or Organization and mailing address: _____)

Contest Participants - IMPORTANT:

Judges will begin judging once the parade begins along parade route. ALL groups are prohibited from stopping and/or performing for the judges once the parade begins. The parade procession must maintain a forward motion. Groups that stop, will be disqualified from the contest. WINNERS RECEIVE - 1ST PLACE: \$300, 2ND PLACE: \$250, 3RD PLACE: \$200.

Parade Publicity Information

The Christmas parade is broadcasted on Government 11 to Christmas themed music.

Organization's Agreement to Participate:

I, _____ agree to follow all rules and regulations set forth by the Parks and Recreation Department and the City of Paducah as specified herein.

I, _____ agree that failure to comply with all rules and regulations may result in up to and including removal from the parade and future participation.

I, _____ agree to assume all responsibility for loss, expense, damage, or injury to any person or property, related to participation in the parade.

I, _____ agree that all funds expended for the purpose of entry into the parade are at my own expense and not refundable for any reason by the City of Paducah.

I, _____ agree to indemnify, release and hold harmless the City of Paducah, Paducah Parks and Recreation, and their employees and agents from any and all responsibility for loss, expense, damage, or injury to any person or property. It is further agreed that _____ (organization), and participants, will maintain general liability and auto insurance for the parade entry.

Organization Representative's Signature

Date

Printed Name

Return entry and payment by Noon on November 24 to:

Paducah Parks and Recreation
2701 Park Ave
Paducah, KY 42001

The Paducah Parks and Recreation Office is located inside the Robert Cherry Civic Center at 2701 Park Ave. Our office hours are 8:00am-4:30pm, Monday-Friday.

Two Christmas Parade Informational Meetings will be held for all participating entries on Tuesday, December 1 at 10:00am and 5:30pm at the Robert Cherry Civic Center. Attendance at one of these meetings is MANDATORY for all participating entries.

Parade packets and line up will be available for pick up at the informational meetings.

2026 “Christmas on the River” PARADE

Rules and Regulations

1. All motorized vehicles, including cars, trucks, church/school vans, trailers, tractors, motorcycles, ATV's, go-carts, etc. MUST be decorated in a Christmas motif and must carry its own Christmas lighting and music.
2. Because Santa Claus will ride on a float at the end of the parade, no other décor representing Santa will be permitted. This includes Santa inflatables, and/or individuals dressed in any combination of costume representing Santa Claus.
3. Groups with walkers ONLY, MUST be dressed in Christmas themed attire and wear battery-operated twinkling lights, flashing lights, glowing jewelry, etc.
4. Christmas music includes caroling, live music/band, and/or recorded music on a sound system.
5. If decorations are being dropped off to the staging areas, those vehicles carrying decorating supplies must drop off before road closures begin at 3pm. After 3pm, vehicles that are not in the parade entry will not be allowed into the staging area.
6. ALL parade participants must maintain forward movement to keep from creating large gaps in the parade procession. Participants are prohibited from the following:
 - a. Stationary performing, etc
 - b. Visiting with spectators, shaking hands, taking pictures, etc
7. City officials holding the offices of Mayor or City Commissioner are provided a carriage and/or convertible to ride in the front of the parade procession with the Grand Marshal. In the event, an elected official would like to enter a separate vehicle and/or float, all fees, rules, and regulations apply. Personalized signage is not permitted.
8. All signage, and/or banners must reflect Christmas motif and messaging and coordinate with the theme of the parade.
9. Candidates running for office are permitted to enter a vehicle and/or float into the parade. All fees, rules, and regulations apply. Campaign signage is not permitted.
10. Soliciting is not permitted.
11. Contest Judging: Contest judges will judge all floats while in the parade procession. Performances are not permitted during the parade procession. Groups who stop to perform will be disqualified.

Categories are as follows:

Themed Float (1st – 3rd place)

Non-Float (1st – 3rd place)

Religious Float (1st – 3rd place)

School Float (1st – 3rd place)

Drill/Dance Teams (1st – 3rd place)

Bands (1st – 3rd place)

Each Judge will score each entry on a scale of 1 – 10, with 10 being the best. Judges will then collectively decide who the winners in each category will be.

12. Due to the safety of our participants and spectators, we ask that you refrain from tossing or throwing candy from your float. If your organization would like to hand out candy, please have volunteers walk in front or behind the float and hand candy out to spectators. Please keep candy out of the roadway.
13. Once participants complete the parade route, return to your designated meeting place to off load riders. Participants are not permitted back into the staging area until the parade procession has left the area.
14. You will be notified of any additional needs pertaining to the parade in your parade packets. Please make sure all of your drivers, volunteers, and participants comply with these rules any additional rules that are put in place for the safety of our community.

Thank you so much for your interest in Paducah's Annual Christmas Parade. We are excited to see your "Christmas on the River" creations for 2026 and wish you the very best for this holiday season.