



# Santa Claus Parade

Great Events in Peoria are Brought to You by **PACE!**

**Peoria Area Community Events (PACE)**

P.O. Box 10228 - Peoria, IL 61612-0228

[www.peoriaevents.com](http://www.peoriaevents.com)

Dear Santa Parade Participant,

**Candy canes, bright Christmas lights, snow covered trees, the smell of pine and cups of cheer.** That magical time of year when spirits are renewed and families come together is almost here. It's a time for giving, sharing and creating. **Yes creating!** It's that time again to start planning your entry for the **longest running Santa Claus Parade** in the country. The **136<sup>th</sup> Annual Santa Claus Parade** will step off on Friday, **November 24<sup>th</sup>, 2023** (the day after Thanksgiving) at **9:15 A.M** on Monroe Street in front of Peoria Central Firehouse.

The **theme of the parade** is **"Musical Notes and Holiday Floats"** Let your visions become reality when you design your float or prepare your walking unit for the parade. If you need help with a float design, give us a call and maybe we can help!

**Entries will be judged in the following categories:**

- Best Novelty (Walking) Unit..... (*Elf Award*)
- Best Overall Unit..... (*Santa Award*)
- Best New Entry..... (Entry new to parade this year)
- Best Commercial Float Entry.....1st & 2nd place
- Best Non-Profit Float Entry.....1st & 2nd place

All floats and entries must adhere to the theme. **No Santa's on floats or walking** (There is only one Santa and he rides in the last float). **ALL PARTICIPANTS**, whether walking or riding on floats, **Must Be Costumed**. Coats must be worn **under** costumes. Please refer to the attached regulations which must be met prior to the start of the parade or your unit will not be allowed to participate. The parade is to entertain the children and adults along the route and at home.

**Insurance:** A Certificate of Insurance per liabilities must be provided by **November 3<sup>th</sup>**. If you or your insurance agents have any questions, please contact

Todd Davis at 637-8735. Please mail the certificate of insurance to PACE at the address above or e-mail the certificate to

Todd Davis- Davis Agency at [tdavis@davisagency.com](mailto:tdavis@davisagency.com)

The parade will be telecast **LIVE** on **WMBD-TV** and has been sponsored by **Busey Bank** for the past **64 Years**.

Enclosed is a detailed list of **parade rules, Insurance requirements** and an **application form**. Please review the rules carefully. **Deadline for entry is Friday, October 27<sup>th</sup>, 2023.** **No application will be accepted without the fee.**

We hope you can join us for a **fun-filled parade!!**

If you should have any questions, please call Susie Stockman

(h) 691-3553 (c) 696-6777 - e-mail [susie1026@comcast.net](mailto:susie1026@comcast.net)

---

Shirlee Zook - Susie Stockman – Dallas Mitchell- Co-Chairs

# Santa Claus Parade

To: Santa Parade Participants

From: Shirley Zook, Susie Stockman, Dallas Mitchel, Robin Barnes --Santa Parade Co-Chairs

Re: Insurance Requirements

Insurance requirements for the Santa Claus Parade are as follows:

**Each participant shall provide a Certificate of Insurance showing the following coverage limits:**

**Comprehensive General Liability (Including Products/Completed Operations Liability),**

Limits of no less than **\$1,000,000** per occurrence and **\$2,000,000** General Aggregate for Bodily Injury and Property Damage Liability.

**Automobile Liability**

**Limits of Liability:** Limits of no less than **\$1,000,000 Combined Single Limit (CSL)** for Bodily Injury/Property Damage Liability including Uninsured/Underinsured Motorists coverage.

**(Alternative acceptable limits:** Primary Automobile Liability limits of **\$250,000** per Person/**\$500,000** per occurrence for Bodily Injury, **\$100,000** for Property Damage, **\$250,000** Per Person/**\$500,000** per occurrence for Uninsured/Underinsured Motorists Bodily Injury combined with an

**Umbrella policy providing \$1,000,000 of Excess** coverage above Primary Auto Liability).

**Auto Insurance must include "Hired and Non-Owned Auto Coverage"**

**Worker's Compensation Coverage**

Limits of no less than the Illinois Statutory Limits for Worker's Compensation and Employer's - Liability (Part II) Limits of no less than **\$100,000** for Bodily Injury by Accident for each Accident, **\$500,000** for Bodily Injury by Disease police limit, and **\$100,000** Bodily Injury Disease Each employee.

**Certificate of insurance must list the date of the event and must list Peoria Area Community Events as Certificate Holder and "Additional Insured"**



PEORIA AREA COMMUNITY EVENTS

P.O. Box 10228

Peoria, IL 61612-0228

Certificates must be received no later than **November 4<sup>th</sup>, 2023.**

**If you or your insurance agent have any questions, please contact Todd Davis at 637-8735.**

Please mail the certificate of insurance to PACE at the above address or

**E-Mail: Todd Davis- Davis Agency [tdavis@davisagency.com](mailto:tdavis@davisagency.com)**



## 2023 SANTA CLAUS PARADE -- RULES AND REGULATIONS

### **2023 theme: “Musical Notes and Holiday Floats”**

1. Entrants must submit with the application a sketch and/or narrative description of the float/entry.
2. The parade line-up will be limited to 100 units. The units will be chosen based on the following criteria:
  - a. **Compliance with theme**
  - b. **Intricacies of entry: i.e. animation, music, etc.**
  - c. **Costuming of individuals involved**

**PLEASE REMEMBER:** This is a **CHILDREN’S PARADE.** Our intent is to entertain the children and adults along the parade route and at home. **This is not a place to make a POLITICAL STATEMENT or TO ADVERTISE.** Advertising can be tastefully done by displaying your company name or logo on the side or rear of the float as well as on the banner preceding your unit and it will also be mentioned in the WMBD commentary. **THESE REGULATIONS WILL BE STRICTLY ADHERED TO PRIOR TO THE START OF THE PARADE.** PACE reserves the right in its sole discretion to remove your entry from the parade if the applicants fail to meet these standards.

3. A float should be a type of trailer or flatbed that can be pulled behind a moving vehicle.  
**A DECORATED CAR/TRUCK IS NOT A FLOAT.**
4. **HORSE and DOG** units must be decorated or dressed according to the theme of parade. **Each owner is responsible for clean-up of their horse’s / dog’s area at the staging area and *following your unit along the streets.***
5. **NO SANTAS ON FLOATS OR WITH MARCHING UNITS.** *There is only one Santa, and he is the last float in the parade.* We don’t want to confuse the children.
6. **ALL ENTRIES MUST INCLUDE A BANNER** with clearly visible letters that precedes the unit by 6’ (TV cameras will spot this first for viewers). A distance of 15’- 20’ should be spaced between units for TV cameras to pick up the units as they pass.
7. **MOBILE UNITS (CARS/VANS) MUST HAVE VEHICLES DECORATED** or presented in a manner to portray the theme of the parade. (*Consider more than a wreath or ribbon to decorate your vehicle.*)
8. **“PERSONALITIES”** must be on **decorated** floats/cars or in units representing the parade theme.
9. **WALKING UNITS** must be **costumed** according to the **theme of the parade.** A banner must precede the walking unit. Wear the proper undergarments so that costumes are not covered by coats which distract from the costume.

# **2022 SANTA CLAUS PARADE -- RULES AND REGULATIONS**

10. PLEASE **HAND CANDY** TO THE CHILDREN ALONG THE ROUTE. **DO NOT THROW THE CANDY**. When candy is thrown, children run into the street and may not be seen by the drivers of the floats or may get hit in the eye, etc. **Block Captains** (in Santa Hats) will be stationed in your block and will restrict you from throwing candy. Please cooperate for the **safety of the children** along the route.
11. PLEASE **DO NOT PASS OUT FLIERS** THROUGH OUT THE PARADE ROUTE. People throw them to the ground and therefore they become litter that we would have to pick up after the parade.
12. Entries will be judged according to the following criteria and scoring system:

	<b><u>POINTS</u></b>
<b><u>Use of Parade Theme</u></b>	<b>15</b>
<b><u>Uniformity of Design and Participants' Dress</u></b>	<b>10</b>
<b><u>Overall Quality of Construction</u></b>	<b>10</b>
<b><u>Creativity/Originality</u></b>	<b>10</b>
<b><u>Bonus Points for Outstanding Features</u></b>	<b>5</b>
<b>MAXIMUM TOTAL POINTS</b>	<b>50</b>

Any entrant showing up on Parade Day with an **UNDECORATED ENTRY** will be refused entry into the parade. NO REFUNDS will be given.

**PACE reserves the right to remove your entry from the parade if we do not have your insurance certificate or the above rules are not followed.**

***Applications must be submitted by Friday, October 27<sup>th</sup>, 2023***

.....HAVE A GREAT TIME.....



PEORIA AREA COMMUNITY EVENTS

P.O. Box 10228, Peoria, IL 61612-0228 /309- 691-3553 / [susie1026@comcast.net](mailto:susie1026@comcast.net)

# 2023 SANTA CLAUS PARADE ENTRY FORM

## Musical Notes and Holiday Floats

**DEADLINE FOR ENTRY:** Friday, October 27<sup>th</sup>, 2023

Company/Entry Name \_\_\_\_\_

Entry's Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_ Work Phone \_\_\_\_\_

City/Zip \_\_\_\_\_ Home Phone \_\_\_\_\_

e-mail address \_\_\_\_\_ Cell Phone \_\_\_\_\_

Entry Fee Enclosed: \_\_\_\_\_ \$100 Commercial \_\_\_\_\_ \$50 Non-Profit

**TYPE OF ENTRY:** Is this your first time in the parade? \_\_\_\_\_ YES \_\_\_\_\_ NO

### FLOAT -

Float Name \_\_\_\_\_

Description of Float \_\_\_\_\_

Float Length: \_\_\_\_\_ Ft. Use reverse side if needed What is pulling float? \_\_\_\_\_

Will entry have music? \_\_\_Yes \_\_\_No - Will float have a religious theme? \_\_\_Yes \_\_\_No

### NOVELTY UNIT (Group Walking Unit)

Unit Name \_\_\_\_\_

Description \_\_\_\_\_

Use reverse side if needed  
Number of people in group \_\_\_\_\_ Will entry have music? \_\_\_Yes \_\_\_No

### WALKING CHARACTER (No entry fee - costume subject to approval)

Description \_\_\_\_\_

### HORSE UNIT (No entry fee) Entries will be placed at the back of the parade unless someone follows to scoop up.

Description \_\_\_\_\_

Scoop Up? \_\_\_Yes \_\_\_No Music? \_\_\_Yes \_\_\_No Diapered? \_\_\_Yes \_\_\_No

**Please return completed form with entry fee to:**

**Santa Parade**, Peoria Area Community Events  
P.O. Box 10228 -Peoria, IL 61612-0228

Susie Stockman  
Phone: 691-3553/// Cell 696-6777  
email [susie1026@comcast.net](mailto:susie1026@comcast.net)



# Santa Claus Parade

Great Events in Peoria are Brought to You by **PACE!**

**Peoria Area Community Events (PACE)**

P.O. Box 10228 - Peoria, IL 61612-0228

[www.peoriaevents.com](http://www.peoriaevents.com)

Dear Band Director:

It's once again time to book your appearance at the longest running *Santa Claus Parade* in the country! **The Peoria Santa Claus Parade** has enjoyed the talents of thousands of school musicians throughout the years and we are looking forward to your participation this year.

*After all, what would a parade be without bands??!*

The *136<sup>th</sup> Annual Santa Claus Parade* will take place at **9:15** on **Friday, November 24, 2023**, (the day after Thanksgiving) will be telecast *LIVE* on **WMBD-TV**. The sponsor for the parade telecast, as it has been for the past 64 years, is **Busey Bank**.

The theme of this year's parade is "**Musical Notes and Holiday Floats**" designed with **school bands in mind**.

While other units pay an entry fee, there is **no entry fee** for your band.

Bands will not compete again this year but each participating schools will receive a participation plaque. In addition, we know all music departments are on limited budgets, PACE will contribute by donating a ***\$50.00 Gift Certificate to Kidder Music*** for each school participating.

Enclosed is an entry form. **Deadline for entries is October 31<sup>st</sup>, 2023**

Should you have any questions, please contact me at

(309) 691-3553 home

(309) 696-6777 cell

**susie1026@comcast.net**

Please join us and help carry on this great **136 year old tradition** for the children in the Peoria area.

Very truly yours,

Susie Stockman  
Co-Chair

**2023 SANTA CLAUS PARADE**  
**“Musical Notes and Holiday Floats”**  
**BAND ENTRY FORM**

*Please print or type the following information:*

**BAND NAME** \_\_\_\_\_

**SCHOOL NAME** \_\_\_\_\_

**DIRECTOR** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_

**CITY/STATE/ZIP** \_\_\_\_\_ **SCHOOL PHONE** \_\_\_\_\_

**Total Number of MARCHING PERSONNEL** \_\_\_\_\_

**Arrangements to be performed - Please include at least one holiday selection:**

\_\_\_\_\_  
\_\_\_\_\_

**Please provide some information for television broadcasters. (Recent awards, honors, years participated in Santa Parade, award winning students, drum majors, school mascot, colors, etc.)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ENTRY DEADLINE: October 31<sup>st</sup>, 2023**

**Please return this form to: PEORIA AREA COMMUNITY EVENTS (PACE)**  
**P. O. Box 10228**  
**Peoria, IL 61612-0228**

**For any questions, contact Susie Stockman, Co-Chair**  
**Phone: 309-691-3553 – Cell: 696-6777 -E-mail: [susie1026@comcast.net](mailto:susie1026@comcast.net)**