



TOWN OF
HORIZON CITY



WE SERVE
CENTENNIAL LIONS

*The City of Horizon and Centennial Lions Club
Presents
The Tree Lighting Ceremony, Float Contest &
Christmas Parade*

An invitation is being extended to you and/or your organization to participate in the 2023 Christmas Tree Lighting, Float Contest and Christmas Parade. **The parade theme plays a significant role in not only float decor but all other entry preparation for the annual event.**

This year's Theme: "A Charlie Brown Christmas"

We are looking forward to your entry and support for these worthwhile community events.

December 1, 2023 Float Contest 6:00pm; Judging begins at Oz Glaze Senior Citizen Center, 13969 Veny Webb, Horizon City, TX.

1st "Pride of the Parade", 2nd and 3rd Place trophies will be awarded

December 1, 2023 Tree Lighting 7:00pm; Hot Chocolate and goodies will be served

December 2, 2023 Christmas Parade 10:00am.

Staging begins at 8:30am (refer to map for instructions)

→You will receive your parade entry number and Participant Packet at the mandatory parade participant meeting. There are 3 opportunities to attend for your convenience.

1st meeting: Friday, 11/17/23, 7:00pm,

2nd meeting: Saturday, 11/18/23, 10:00am.

3rd meeting: Sunday, 11/19/23, 4:00 pm.

All meetings will be at the Oz Glaze Senior Center, 13969 Veny Webb, Horizon City, TX 79928.

Performance Opportunity: We are looking for choirs, bands, dance, cheerleaders, karate or any others to perform at the Tree Lighting Ceremony. Call Judi at (915) 581-2994.

The Parade Committee is seeking Vendors for the Parade. Any vendors along the parade route are required to purchase a \$25 vendor permit, each additional \$10. Call Judi at (915) 581-2994.

Sponsorship Opportunity (tax deductible): Any monetary donation made over \$200 will have name placed on the Parade Sponsor Banner displayed during the Parade route. Other sponsorship opportunities available. Please see the attached form or Contact Judi at (915) 581-2994 for information.

Enclosed is the Participation Registration Packet. This packet has all the information, dates and paperwork that you need. Please read, sign and return before the deadline.

We hope you will join us in the 2023 Christmas Parade. Contact Information: Judi Verslype at (915) 581-2994; hccp2023@yahoo.com or Horizon City website; www.horizoncity.org.

The City of Horizon / Centennial Lions Club
Christmas Parade 2023

Official Parade Rules and Regulations

READ, SIGN & PRINT ALL PAGES AND SUBMIT

1. The Horizon City Parade will begin on Darrington Rd at the Ryderwood intersection. The parade will move southward on Darrington Rd and turn left onto Horizon Blvd. The parade will move eastward on Horizon Blvd, turn right onto Arca Ct. and turn left onto McMahon Ave. **The parade will end at the Club Amistad parking lot. All participants must travel to the end location before disbursing.** (Refer to attached map)
2. All entries to the parade must be registered. **The deadline for registration is November 19, 2023.** All entry forms and entry fees must be received by this date to avoid late registration fees. Late registration fees: Car club, motorcycle club's \$20 per vehicle, \$150 for Business and \$65 Nonprofits. Day of the Parade \$200 for every entry.
3. There will be a **MANDATORY** parade participant meeting. **YOU MUST ATTEND ONE OF THE MEETINGS.** Due to limited space at the Senior Center, only your organization's leader(s) or "person(s) of contact" should attend this meeting. At this meeting parade entries will be given their packets that include parade assignments, passes, and pertinent information. There will be time for questions and answers. Nonattendance will result in being placed at the end of the parade. See page 1 for times and locations.
4. The parade will begin promptly at 10:00 am. Due to the size of the parade and traffic flow limitations, all participants **must be** in place by 9:00 am. Staging begins at 8:30 am. **Anyone NOT actively participating in the parade is not allowed in the staging area including vehicles.**
5. Section assignments are given based on the information on the entry form; **participants may not change positions.** Once confirmation of your participation is official, you will receive a map and assigned a staging location which should eliminate any confusion the day of the Parade.
6. All entries are required to submit a small biography pertaining to their organization, to be used while their entry passes in front of the Announcer's Booth.
7. All vehicles, floats and flatbeds participating in the parade should be decorated prior to entry into staging area. The staging area is for final touches only. Confetti (or similar) destroy the surrounding area and is dangerous for wildlife. Therefore, it is not permitted. **Your organization will be responsible for the removal of trash from both the staging area, route and end of parade site.**
8. Any entry using animals/live stock are required to supply their own Pooper-Scoopers to travel right behind their entry. Don't forget to bring your own receptacles, trash bags and any other equipment needed. These individuals are also required to have a section vehicle number and wristbands to enter into the staging area.
9. **All children participating in the Parade must be under adult supervision at all times.**
10. The maximum allowable height of a float or any entry unit is 15 feet, measured from the ground up.
11. Live fires and wood burning stoves are strictly prohibited. All mobile units carrying generators will be required to have an ABC fire extinguisher and first aid kit on the vehicle.
12. As safety is our priority, **THERE WILL BE NO THROWING OF ANY ITEMS SUCH AS BUT NOT LIMITED TO CANDY, FRUITS, JUICES, AND/ OR SNACKS FROM FLOATS, VEHICLES AND/OR FLATBEDS. POLICE ENFORCED.** These items can be handed to the spectators from WALKING volunteers. **VIOLATORS WILL BE REMOVED FROM THE PARADE.**
13. Vehicles must remain at a safe distance of 25 feet in the front and rear. Maximum speed of 5 MPH.
14. All vehicles are expected to be operated in a safe manner. No vehicle will be allowed to swerve from left to right or be in motion with the hood up creating an obstruction of the driver's view. All vehicles participating in the parade will be required to abide by the laws governing the Texas Department of Public Safety.
15. No one will be allowed to step off a vehicle until the vehicle has come to a **COMPLETE** stop.
16. Replicas of Santa or Mrs. Claus or persons dressed as Santa or Mrs. Claus will not be allowed in the parade. The only entry that is allowed to have a live Santa Claus will be the "Official Santa Float/Vehicle."
17. **The Centennial Lions Club Parade Committee, its volunteers and law enforcement reserve the right to remove any entrant in violation of any of these rules and regulations.**
18. All documentation must be signed to the affirm that you have read, understood and will comply with all rules and regulations.

Our Goal is to create a safe and fun event for everyone who participates in the parade as well as to the spectators alike. Please review all the Parade Rules & Regulations prior to submitting your entry.



Won't you please Consider adding a
monetary donation

The Centennial Lions Club is a volunteer organization that unselfishly assists those in need. We are raising money for the Thanksgiving and Christmas baskets for those going through food insecurities in your community. Without donations from people such as you, they would otherwise go without a festive holiday meal.

Just bring this form with you to one of the meetings along with your donation.

Thank you for considering donating and know that you are truly appreciated.

If you are interested in becoming a Centennial Lion and helping your community, please call (915) 539-5170 and speak with Lion Ruth Rivas - Membership Director.



The City of Horizon / Centennial Lions Club
Christmas Parade 2023

Float Rules and Regulations

These rules are in addition to the Official Parade Rules and Regulations.

1. The float requirements are as follows:
 - a. A “display” that is built on or around a flatbed being towed manually or by a motor vehicle.
 - b. A “display” that is self-motorized or towed by a motor vehicle.
 - c. The “display” dimensions must not exceed fifteen (15) feet in width, by fifteen (15) feet in height by thirty (30) feet in length at its greatest point.
2. This year’s theme is **“A Charlie Brown Christmas”**. All entries must be decorated to parade standards in keeping with the Christmas spirit and the theme of the parade. This includes all participants except band entries, dignitaries and vehicle clubs.
3. Pulling units are encouraged to be decorated and should be made as much a part of the float as possible.
4. Floats must be **FAMILY ORIENTED** and constructed in a safe manner, as well as not to present a health or safety hazard to the entrant or the general public.
5. All entries will be permitted to add finishing touches to their floats while in the staging area. Each entry will be responsible for keeping their float and its surroundings clean and neat at the start of the parade as well as, at the end of the parade. **All participants are responsible for disposal of any and all float materials.**
6. Participants are **NOT** permitted to jump on or off the float during the parade. There should be at least 25 feet between each float during the parade. Maximum speed 5 MPH.
7. All floats must have hand holds for all people who are standing in the float and must have secure/safe seating for all others riding in the float.
8. No replicas of Santa or Mrs. Claus allowed.
9. Failure to comply with the parade rules will result in entry members or entire entry removed from the parade without incident.

Trophies will be awarded to 1st place “Pride of the Parade” and 2nd, 3rd places.

Entries will be judged on:

- A. The incorporation of the **“A Charlie Brown Christmas”** theme
- B. Creativity and originality
- C. Cleanliness and neatness of the entry

1. **Only entries that have completed The Centennial Lions Club Christmas Parade entry form with the word “YES” checked for the float contest will be allowed to participate in the Float Contest.** Be sure to submit your entry form to:

**Horizon City Christmas Parade Committee
13007 Emerald Springs Lane, Horizon City, TX 79928**

or

email to: hccp2023@yahoo.com

ENTRIES SHOULD BE SUBMITTED NO LATER THAN NOVEMBER 19, 2023 without a late fee.

2. All float contest entries must adhere to **Float Rules** and **Float Contest Rules**.
3. Parade Float Contest will begin promptly at 6:00 pm December 1, 2023 at Corky Corcoran Park in conjunction with the Christmas Tree Lighting Ceremony. The float must be presented for judging as it will appear in the parade. There must be someone with the float entry at all times. If no one is with the float entry at the time of judging, it will be disqualified and not judged. All participants on the float do not need to be present for judging unless they are vital to the theme.
4. Pulling units not decorated will cause points to be deducted at judging.
5. Contest participants must follow Parade Volunteers and City Law Enforcement instructions during the judging.
6. The winners of the City of Horizon/Centennial Lions Club Christmas Parade Float Contest will be awarded their “Pride of the Parade” 1st Place trophy at the conclusion of the Christmas Tree Lighting Ceremony.
7. **The decision of the judges is final.**



TOWN OF HORIZON CITY



"A Charlie Brown Christmas"



WE SERVE

Centennial Lions Club

SPONSORSHIP FORM

Event Sponsor's Name
(Business, Organization or Individual)

Name of Contact Person

Mailing Address
(Street, City, State, Zip Code)

Phone Number
(Area Code + Number)

Event Sponsor's Level of Giving:

"PRIDE OF THE PARADE" SPONSOR: \$1,000.00

- ◆ Name on Banner at the beginning of the Parade
- ◆ Social Media Acknowledgement
- ◆ Appreciation Plaque
- ◆ 1- Parade Entry

"FRIENDS OF LIONS" SPONSOR: DONATION

- ___ \$150.00
- ___ \$100.00
- ___ \$ 75.00
- ___ \$ 50.00
- ___ \$ 25.00
- ___ Other \$ _____

"LION'S MANE" SPONSOR: \$200.00

- ◆ Name on shared Banner
- ◆ Social Media Acknowledgement

Thank you for your Support!

Authorizing person's Signature

Payment Method: Please select your payment type:

Check-made payable to Centennial Lions Club

Credit Card (3.5% processing fee) Please call (915) 491-5191

Card# _____ Exp. Date: _____ (month/year)

CVV code: _____ Billing Zip Code: _____ Amount: \$ _____

Name (as it appears on card): _____

Cash- in person - please do not mail cash

Venmo: (915) 591-0202 EP Centennial Lions

Cash App: \$100eplions (915) 591-0202

PayPal: El Paso Centennial Lions Club @epclc (use for friend and family type)

Zelle to El Paso Centennial Lions Club at Wells Fargo Bank

*Any returned item will be accessed a \$35.00 fee. For assistance call (915) 491-5191.

If you are a Parade Sponsor, please email your Company logo to leonede100@gmail.com in jpeg format.
PLEASE SUBMIT ONLINE OR MAIL PAYMENT TO 9636 GAIRLOCH DR., EL PASO, TX 79925.



Registration & Acknowledgement Form

2023 City of Horizon and Centennial Lions Club Christmas Parade

Saturday, December 2, 2023 10:00 am

Float Judging Contest Friday, December 1, 2023 at Oz Glaze Senior Center 6:00 pm

Thank you for participating in the Horizon City Christmas Parade. Please complete this form and return with your fee/donation on or before the **deadline of November 19, 2023**

Sponsor Details (Please print legibly)

Name:	
Position (if applicable):	
Business/Organization:	
Address:	
Phone (daytime):	(evening):
Email:	Number of Participants:
Title of Parade Entry:	

Type of entry: Check all that apply

Float Car/Truck/Motorcycle
 Live Animals Walking

Check one	Sponsorship Type	Amount	Late Registration After 11/19/2023
<input type="radio"/>	Business (for profit)	\$100.00	\$150.00
<input type="radio"/>	Organization (non-profit)	\$40.00	\$65.00
<input type="radio"/>	Vehicles	\$10.00 per vehicle	\$20.00
<input type="radio"/>	Donation		Thank You
	Total Sponsorship/ Donation	\$	\$
<input type="radio"/>	Registration December 2, 2023		\$200.00

Payment Details: Please select your payment type:

- Check-made payable to Centennial Lions Club
- Credit Card (3.5% processing fee) Please call (915) 491-5191
 Card# _____ Exp. Date: _____ (month/year)
 CVV code: _____ Billing Zip Code: _____ Amount: \$ _____
 Name (as it appears on card): _____
- Cash- in person - please do not mail cash
- Venmo: (915) 591-0202 EP Centennial Lions Cash App: \$100eplions (915) 591-0202
- PayPal: El Paso Centennial Lions Club @epclc (use for friend and family type)
- Zelle to El Paso Centennial Lions Club at Wells Fargo Bank

*Any returned item will be accessed a \$35.00 fee. For assistance call (915) 491-5191.

Instructions: Return this completed and signed form, payment and a **small bio on your organization** to Horizon City Christmas Parade Committee, 13007 Emerald Springs Ln., Horizon City, TX 79928 or email to leonede100@gmail.com, if paid electronically otherwise to hccp2023@yahoo.com. Bio should be no more than 150 words and maybe modified by the Parade Committee.

NO REFUNDS.

All entries must check yes or no:

Will you/your organization be participating in the Float Contest? **YES** **NO**

Waiver and Release Acknowledgement:

By signing the Registration Form below, I acknowledge that I have received a copy of the Horizon City/Centennial Lions Club Christmas Parade participant's packet. I agree to comply with all policies, rules and regulations governing the participation in the parade and float contest hereto attached.

I further agree that I, my organization/individual(s) or heirs shall hold harmless and indemnify the City of Horizon and/or Centennial Lions Club and their volunteers from any liabilities, injuries, or damages of any kind including but not limited to attorney fees and other costs of responding to or defending acclaims or litigation which may occur for the participation in the annual parade.

Furthermore, by signing this Waiver and Release Acknowledgement, I am indicating that I have read understood and agree to comply with all of the guidelines stipulated and are in accordance that if any participant fails to comply with these guidelines, the team will be deemed ineligible and removed without incident,

Signature Responsible Party/ Primary Contact

Date

____ Check if authorizing/exercising your electronic signature

Printed Name

Proceeds benefit Holiday Food Baskets.

***** No Santa or Mrs. Claus as they are already participating in the parade. Thank you. *****



**TOWN OF
HORIZON CITY**