



## Parade Participant Application Saturday, December 14, 2024 - Nob Hill

Thank you for your interest in participating in the annual Twinkle Light Parade.

All submitted applications will be followed up on by Event Staff to confirm that they have been received. If no confirmation is sent, the application was not received.

### CATEGORY DESCRIPTIONS AND LIMITATIONS

All entries will be limited to **3 vehicles**. Each trailer counts as a vehicle. Car Club and Show Vehicle entries will be limited.

- Commercial Entry: All business entries.
- Non-commercial Entry: All groups, families, community organizations, and clubs.
- Large Walking Group: Walking groups with 20 or more participants without vehicles.
- Small Walking Group: Walking groups with 1-19 participants without vehicles.
- Community Performance Group: Walking group with dance/performance and a vehicle.
- Government Entry: All government and military entries.
- Show Vehicle: 1-2 vehicles for show purposes. No commercial entries.
- Car Club or Motorcycle Club: 3-6 vehicles (no trailers).

#### Entry Fees

- \$50 for Commercial Entries
- \$25 for nonprofits, schools, community entries, single families, car clubs and single vehicle entries (non-commercial)
- FREE for all Government Entries

Note: Entry Fees are per entry, not per vehicle, i.e. a car club entry fee is \$25.

**Do not pay the entry fee until you have received a confirmation email stating you have been accepted into the parade.**

**Space is limited. Only one entry per organization/ business/ family is allowed. Submitting an application does not guarantee participation. Incomplete applications will not be considered.**

**Please check only one category below. The City reserves the right to change category selection.**

Car Club or Motorcycle Club	Non-commercial/Community Entry
Commercial Entry	Show Vehicle
Government Entry	Small Walking Group (up to 19 participants)
Large Walking Group (20+ participants)	Community Performance Group

**Applications must be received by Monday, October 21, 2024 by 5 p.m.**

**Late entries will not be accepted.**

For more information:

**Call:** 505.768.3556

Submitting Applications:

**Email to:** EventVendors@cabq.gov

**TWINKLE LIGHT PARADE APPLICANT INFORMATION**

Business/ Family/ Organization: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Day-of Phone: \_\_\_\_\_ Email (required): \_\_\_\_\_

Entry Driver(s) Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name and Theme of Entry: Be creative! For example: Twinkle All The Way by The City of Albuquerque Community Events Team. Please have back-up name and theme for entry. Event Staff will notify you if you need to make any changes.

\_\_\_\_\_

Business/ Organization Social Media Username(s): \_\_\_\_\_

**ENTRY**

**Required** – Number of vehicles, walkers, participants, and size of vehicles (in feet). For example: one truck and trailer (50’), 50 walkers, and overall 60 participants. Make sure to be specific in the type of vehicle- pick-up truck & trailer, car, pick-up truck, motorcycle, SUV, etc.

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

Provide a **detailed description** of your entry (attach a separate sheet if needed). Please do not include parade introduction until officially accepted to participate. All entries are required to have twinkle lights. Entries must be family friendly. Take pride in your entry.

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

Will your entry have music playing? No \_\_\_ Yes \_\_\_ If yes, describe:

\_\_\_\_\_

Has this organization participated in the Twinkle Light Parade since 2017? No \_\_\_ Yes \_\_\_

Please attach photos of vehicles that will participate or entry photos from previous participation years.

**AWARDS**

The top entry overall will be crowned “Best in Show” and will be awarded a cash prize of \$1,000, 2<sup>nd</sup> Place Overall will be awarded \$500, and 3<sup>rd</sup> Place Overall will be awarded \$250. The 1<sup>st</sup> Place entry in each category will receive \$100 (excluding Government Entry). Entries winning in multiple categories will only be awarded the top prize amount. In addition to the category awards, we have three special awards: Most Improved, Best First Year Entry, and Staff Favorite! The special awards do not have cash prizes.

## 2024 Twinkle Light Parade Rules

The parade is meant to be fun for the community; however safety is the number one priority for both parade entrants and spectators.

1. **SAFETY**: Public safety is of the utmost importance. Participants must follow the direction of Event Staff at all times.
2. **GAPS AND PACE**: While in parade route, entries should be 15'-20' apart to keep pace and drive in a straight line. **Do not** cause gaps.
3. **ENTRIES**: Appropriate entries will be accepted in the parade by a confirmation email. Space is based on size and area available. Parade order requests will be considered but not guaranteed. With the exception of car clubs, entries are limited to 3 vehicles. A trailer counts as a vehicle. All entries must drive in a straight line. Cancellation the week of the event will affect future participation. Cancellation within 10 days of event will not receive refund of participation fee. Only approved vehicles will be allowed into the parade.
4. **ANIMALS**: Well behaved animals are welcome. All groups with animals are **required** to pick up their animal's waste.
5. **SANTA**: As there is only one Santa, there can only be one Santa in the parade, and he is coming by special invitation of the City of Albuquerque. Santa decorations such as inflatables are allowed.
6. **LIGHTS**: All entries, including tow-vehicles, walkers and riders, must be decorated with holiday lighting. All entries are required to have as many lights as possible. Digital screens and glow products do **not** count as lights.
7. **CAR CLUBS**: The number of Car/Motorcycle Clubs will be **limited to 10**. Additionally, the number of cars per club is limited to **six**. Different chapters of the same club will not be accepted. There is a limit of six motorcycles per Motorcycle Club. Trailers are not allowed in this category.
8. **SEMI-TRUCK ENTRIES**: Semi-trucks are not allowed.
9. **SOUND**: Holiday music is encouraged at a reasonable volume. The use of sirens and vehicle horns are **not** permitted during the event. Sound systems may not be used for broadcasting messages or agendas.
10. **RELIGION**: Religious expression is permitted, but please be respectful to all faiths.
11. **SIZE**: Entry height cannot exceed 14 ft. to fit under the street lights.
12. **MATERIALS**: All materials used must be flame retardant. A properly rated, currently tagged fire extinguisher is required for each applicable entry. All wiring must be secured to prevent personal injury and equipment damage. All connections must be made with UL-approved electrical boxes and devices. Portable generators/compressors must be securely mounted, and a minimum distance of one foot from any combustible material. Generators/Compressors must be equipped with firmly attached exhaust systems that terminate into a common exhaust serving the vehicle or in the same manner of vehicle exhaust. Insurance and liability are the sole responsibility of the entrant. The Fire Marshal's Office will have final say on all regulations.
13. **HANDOUTS**: Throwing of any items is strictly prohibited. **PLEASE DO NOT THROW CANDY**. Walking entrants may hand out appropriate holiday items.
14. **STAGING**: All entries must enter staging through the correct street and from the correct direction assigned.
15. **WINNERS**: All winners are required to submit their documents by the deadline given after the parade otherwise winners will forfeit their prize.
16. **MANDATORY MEETING**: All entries, one representative and entry driver(s), must attend **one** mandatory informational meeting: Wednesday, November 20 at 12:30 p.m. **or** at 5:30 p.m. at South Broadway Cultural Center (1025 Broadway Blvd SE, Albuquerque, NM 87102). If a representative and the driver(s) from your entry do not attend the class, it will be considered a cancellation of participation.
17. **RULES**: All Entries must follow the rules, instructions given in the mandatory meeting, the parade information packet, and Event Staff directions.

**I have read the attached Rules and agree to abide by them if accepted. I understand that instructions by Parade Staff must be followed at all times and violations will result in immediate disqualification.**

Signature \_\_\_\_\_

Date \_\_\_\_\_