



## 2024 KRIS KRINGLE PROCESSION EVENT INFORMATION & REGISTRATION

Celebrate Frederick invites you to participate in the 39th Annual Kris Kringle Procession! Our annual procession is set for Friday, December 13th at 6:30 PM.

### PROCESSION ROUTE

Starting at the corner of East Patrick and South Carroll Streets, the procession heads west on Patrick Street, turns right and proceeds north on Market Street, turns left, and continues west on Second Street, crosses Bentz Street and concludes at the Baker Park Band Shell with the Procession Closing Ceremonies.

### PROCESSION THEME

The procession theme is "Holiday Traditions," which complements our goal of recreating the magic of the holidays at Frederick's founding. The festive sight of holiday characters, joyous music, and local organizations marching through downtown makes for a truly enchanting evening to ring in the holiday season.

### IMPORTANT DATES

Friday, November 15	Registration Deadline at 4 PM
Friday, December 13	Annual Kris Kringle Procession at 6:30 PM

### REGISTRATION AND ENTRY FEE

Entry Fee

- \$25 per participating group (one group per registration form) in the form of cash or check (payable to Celebrate Frederick). You may also pay over the phone or in person via credit card (please note that a 3% processing fee is applicable).

Registration Deadline is November 15

- Registration may be submitted via:
  - Mail:  
Office of Special Events  
121 N. Bentz Street  
Frederick, MD 21701
  - Email: [adavey@cityoffrederickmd.gov](mailto:adavey@cityoffrederickmd.gov)

Your registration is not considered complete until we receive your entry fee. All registrations submitted are reviewed by the Holiday Committee. If approved, you will receive an email confirmation.

### CONTACT INFORMATION

Thank you for your interest in participating in the annual Kris Kringle Procession. Please contact Anna Davey at 301-600-2844 or [adavey@cityoffrederickmd.gov](mailto:adavey@cityoffrederickmd.gov) with questions.



## **KRIS KRINGLE PROCESSION – RULES & REQUIREMENTS**

- I. The theme of the procession is “Holiday Traditions.”
- II. Authority of the Committee
  - a. Celebrate Frederick’s Holiday Committee reserves the right to refuse entries that do not adhere to the requirements stated below.
  - b. No group shall be allowed to enter the procession that did not meet the registration deadline or fails to provide proof of approval by the Holiday Committee the day of the event.
- III. Registration Fee & Entry
  - a. Registration with entry fee must be postmarked by or submitted to the Office of Special Events by 4 PM on Friday, November 15, 2024.
  - b. Late registration is not accepted.
  - c. Accepted payment methods are:
    - i. Cash
    - ii. Check payable to Celebrate Frederick
    - iii. Credit Card (accepted in person or over the phone – there is a 3% processing fee.)
- IV. Policies
  - a. Participants
    - i. Participation in the procession is open to charitable organizations (non-profits) and youth-based organizations.
  - b. Banners
    - i. A banner or sign is recommended to identify your group. The support of the sign may not be made of metal or any metallic-like substance.
    - ii. Banner-carriers must be capable of maintaining the procession pace. If the pace of the banner-carriers is impeding the procession progress, the banner will be removed.
  - c. Sponsors
    - i. The only permitted sponsors are those associated with Celebrate Frederick.
    - ii. Procession participants may not recognize any individual business or businesses that are sponsoring them during the procession.
  - d. Giveaways/Handouts
    - i. Candy or other objects are **not to be thrown** from any procession participant. You may hand candy to parade-viewers.
  - e. Political Participation
    - i. Only current or incoming office holders may participate in the procession.
    - ii. Individuals or organizations attempting to use the procession to further their own or others’ campaigns will be removed.



**V. Safety Rules**

- a. All participants must maintain the forward motion/pacing of the parade. No group is to leave the procession until they reach the end of the route.
- b. Animals are prohibited from the Kris Kringle Procession, except for the approved horse-drawn carriages.
- c. No firearms or weapons may be carried except by law enforcement officers, officers and soldiers of the armed forces, park rangers, animal control officers, and uniformed members of an honor guard belonging to any recognized civic or fraternal organization.
- d. No sirens or horns are to be sounded during the procession.
- e. No motorized vehicles or floats are permitted.

**VI. Participant Costumes and Themes**

- a. All procession participants must select a theme that falls under "Holiday Traditions."

Some examples include:

- Angels
  - Carolers
  - Dreidels
  - Elves
  - Reindeer
  - Snowmen
- b. Representations of Santa (or derivatives thereof) are not permitted. One Kris Kringle is selected by the Holiday Committee.
  - c. To minimize multiple duplications of the same group costume, the Committee may request a change.



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**KRIS KRINGLE PROCESSION REGISTRATION**

DAY-OF CONTACT NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

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

CELL PHONE \_\_\_\_\_

PARTICIPANT/ORGANIZATION NAME \_\_\_\_\_

NUMBER OF PARTICIPANTS IN THE PROCESSION \_\_\_\_\_

PARTICIPANT COSTUMES/THEME (*Reference Rules and Requirements*)

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

MY ENTRY INCLUDES: LIVE MUSIC \_\_\_\_\_ PRE-RECORDED MUSIC \_\_\_\_\_ NO MUSIC \_\_\_\_\_

RULES & REGULATIONS CONFIRMATION

This signature confirms that I have read and understand the Kris Kringle Procession Rules & Requirements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please email [adavey@cityoffrederickmd.gov](mailto:adavey@cityoffrederickmd.gov) or mail your completed registration to the Office of Special Events (121 N. Bentz Street, Frederick, MD 21701) no later than **4 PM on Friday, November 15, 2024.**

<b>FOR OFFICE USE ONLY</b>		
Payment Type: Cash Check CC		
Payment Info: _____	Event: _____	Event: _____
Amount: \$ _____	Account #: _____	Account #: _____
Date: _____	Allocation: \$ _____	Allocation: \$ _____