



**NEWS RELEASE  
FOR IMMEDIATE RELEASE**

**Contact:** Melanie Scoggins, Event Specialist  
[Mscoggins@purcellvilleva.gov](mailto:Mscoggins@purcellvilleva.gov), 540-751-2350

## **CHRISTMAS PARADE APPLICATIONS NOW AVAILABLE**

**PURCELLVILLE, Va. November 3, 2015**— Be a part of Purcellville’s tradition and one of the Northern Virginia’s largest Christmas Parades. Purcellville’s 12<sup>th</sup> Annual Christmas Parade will be held on Saturday, December 12, 2015 at Noon.

Companies, organizations, clubs, individuals, and families are all invited to be a part of the parade! Floats are ALWAYS encouraged. Bring out your Old Fashioned Christmas spirit and decorate your car, truck, float, or yourself! Be part of the joy of the season and join in the fun - enter the Christmas in Purcellville parade.

To participate in the Purcellville Christmas Parade, download the application from [www.purcellvilleva.gov](http://www.purcellvilleva.gov) or contact Melanie Scoggins, Events Specialist for the Town of Purcellville at (540) 751-2350 or [mscoggins@purcellvilleva.gov](mailto:mscoggins@purcellvilleva.gov). The application deadline is December 1, 2015.

Christmas in Purcellville’s festivities and the 12<sup>th</sup> Annual Christmas Parade take place right in the heart of historic downtown Purcellville. The day’s festivities, combined with the Christmas Parade, are one of the largest events held in Purcellville throughout the year.

### **The Town of Purcellville, Virginia**

Purcellville is an award-winning town of nearly 8,300 residents located in Loudoun County, approximately 40 miles west of Washington, DC. It has been honored for its green initiatives, most recently with the prestigious Siemens Sustainability Award for Small Communities. The Town has an elected Mayor and six Town Council members. Once a stop along the W&OD rail line, Purcellville has maintained its historic old-town feel through the restoration and maintenance of its many downtown structures, reflecting the Victorian architecture popular during the early 1900s. Today, Purcellville is the economic hub of western Loudoun County and a popular weekend destination for antiquing, entertainment, farmer’s markets, wineries, breweries, distilleries and restaurants. More info at [www.purcellvilleva.gov](http://www.purcellvilleva.gov).

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## *12<sup>th</sup> Annual Christmas in Purcellville Parade Application*

### PARADE INFORMATION AND ENTRY FORM

#### Parade Guidelines and Information:

1. **Date and Time:** Saturday, December 12, 2015 @ 12:00 p.m.
2. **Entry Fee:** There is no entry fee, however in lieu; we ask that you consider dropping off nonperishable food item(s) for the Tree of Life Food Pantry. A drop box is located in the reception area at Town Hall located at 221 S Nursery Ave.
3. **Line up and route:** Line up and exact drop off location(s) to be determined by the Town and will be emailed the week of the parade along with final parade instructions with the parade route.
4. **Motor Vehicles:** No one under the age of 18 is permitted to operate a motorized vehicle. To operate a motorized vehicle, participant must be licensed and must wear a helmet at all times.
5. **Donations:** No organizations or individuals will be permitted to ask for or accept donations of any kind along the parade route.
6. **Candy:** If you wish to distribute candy along the parade route, please be sure to toss items as close to the curb as possible so that children do not run into the street. For safety reasons, please do not throw candy into the crowd.
7. **Children:** Participants under the age of 18 must have adult supervision at all times.
8. **Submit:** Please submit a completed and signed Entry Form by **December 1, 2015**. Forms can be submitted by email to [mscoggins@purcellvilleva.gov](mailto:mscoggins@purcellvilleva.gov), faxed to (540) 338-6205, or by mail to Town of Purcellville, Attn: Christmas Parade, 221 S. Nursery Ave., Purcellville, VA 20132.



### Organization Information

Organization Name :  
 Primary Contact Name:  
 Title:  
 Mailing Address:  
 City: State: Zip Code:  
 Daytime Phone: Evening Phone:  
 Cell Phone:

Best phone number to reach you on parade day:  
 Email Address:  
 Alternate Contact: Phone Number:

### About Your Organization

Business  School  Military  Non-profit

Has your organization participated in the Purcellville Parade before? YES  NO

### Unit Entry Information

**Emergency Vehicles** (Fire Apparatus / Ambulance, GPM, ALS/BLS) (GPM) (ALS/BLS)

Number of vehicles:  
 Type and make of vehicles:  
 Unit description:

#### **Marching**

Number of participants in unit:  
 Unit description:

#### **Float**

Total size of unit:  
 Width: Length: Height:  
 Size of flatbed: Width: Length:  
 Size of tow vehicle:  
 Width: Length: Type of tow vehicle:



Number of participants on float:

Age range of participants:

Number of walkers:

Unit description:

**Specialty** (*dance troops, drill teams, etc. not on a float*)

Number of participants:

Age range of participants:

Unit description:

**Motorized**

Number of vehicles:

Type of vehicles:

Unit description:

**Animal**

Type of animal:

Number of walkers:

Unit description:



The Entrant, by his authorized signature below, hereby agrees to indemnify, hold harmless, and defend the Town of Purcellville, Virginia, its elected and appointed officials, employees, agents and successors in interest from all claims, damages, losses and expenses including attorneys' fees, arising out of or resulting, directly or indirectly, from the Entrant's participation in the Christmas in Purcellville Parade, provided that such claim, damage, loss or expense is: (1) attributable to personal injury, bodily injury, sickness, death, or injury or destruction of property, including the loss of use resulting therefrom, and (2) not caused by the grossly negligent act or omission, or willful misconduct of the Town of Purcellville, Virginia, its elected and appointed officials, or its employees acting within the scope of their employment. This Hold Harmless and Indemnification Clause shall in no way be limited by any financial responsibility or insurance requirements and shall survive the termination of this Parade Entry Form.

The Entrant understands that any misrepresentation in this application, deviation from the final approved specifications and activities described herein, or failure to abide by all Federal, State and Local laws, ordinances, policies and procedures may result in the immediate revocation of this approved Parade Permit and refusal to issue a permit in the future.

The Entrant, by his authorized signature below, hereby authorizes the Town and/or its designee(s) to take photographs, videotape, record, or produce communications for this and/or future events for publicity, promotion, and media coverage.

Name (PLEASE PRINT)

Signature/Date

Name of Entrant/Organization Name:

*For questions, please email [mscoggins@purcellvilleva.gov](mailto:mscoggins@purcellvilleva.gov)*

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Number of participants on float: [redacted]

Age range of participants: [redacted]

Number of walkers: [redacted]

Unit description: [redacted]

**Specialty** (dance troops, drill teams, etc. not on a float)

Number of participants: [redacted]

Age range of participants: [redacted]

Unit description: [redacted]

**Motorized**

Number of vehicles: [redacted]

Type of vehicles: [redacted]

Unit description: [redacted]

**Animal**

Type of animal: [redacted]

Number of walkers: [redacted]

Unit description: [redacted]



The Entrant, by his authorized signature below, hereby agrees to indemnify, hold harmless, and defend the Town of Purcellville, Virginia, its elected and appointed officials, employees, agents and successors in interest from all claims, damages, losses and expenses including attorneys' fees, arising out of or resulting, directly or indirectly, from the Entrant's participation in the Christmas in Purcellville Parade, provided that such claim, damage, loss or expense is: (1) attributable to personal injury, bodily injury, sickness, death, or to injury or destruction of property, including the loss of use resulting therefrom, and (2) not caused by the grossly negligent act or omission, or willful misconduct of the Town of Purcellville, Virginia, its elected and appointed officials, or its employees acting within the scope of their employment. This Hold Harmless and Indemnification Clause shall in no way be limited by any financial responsibility or insurance requirements and shall survive the termination of this Parade Entry Form.

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