



**Town of Sharpsburg**  
106 East Main Street  
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Sharpsburg, MD 21782  
Phone: 301-432-4428  
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<http://sharpsburgmd.com/>

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February 1, 2024

Greetings!

The Sharpsburg Memorial Day Committee is pleased to invite your organization to participate in the 157<sup>th</sup> Sharpsburg Memorial Day Parade. **This year's theme commemorates The Vietnam War.** The parade will be held on **Saturday, May 25, 2024 at 2:00 p.m.**

Parade participants not involved in the morning ceremony should plan to report to the Sharpsburg Elementary School parking lot and check in with the Parade Marshal by no later than 1:00 p.m. Participants will be provided with their staging number by email two weeks prior to the event, and should be prepared to present this information to the Parade Marshal upon arrival. All walking units will be staged on the grounds of Sharpsburg Elementary School, regardless of parade placement; a site map will be included to indicate the location of Parade Marshals and vehicular staging areas, as well as drop off and parking locations for walking units.

Please be advised that traffic usually travels slowly through town, so please allow your group enough time to arrive and check in. Keep in mind that Main Street will be closed through town from approximately 10:45 a.m. until 12:15 p.m. for the morning ceremony, so remain alert for alternating traffic patterns as you arrive.

If you are interested in participating, please complete the second page of form and return by email to **townofsharpsburg@comcast.net**, with "Memorial Day Parade" in the subject line, or mail to the address listed above. If you have any questions, please call Town Hall at (301) 432-4428. Submissions must be received by **April 15, 2024**.

Thank you for your support of this historical event, we look forward to seeing you there!

Regards,

Jacob Martz  
Vice Mayor & Memorial Day Committee Chairman

## 2024 Memorial Day Parade Participation RSVP Form

### Important Reminders:

- Participants should plan to arrive no later than 1:00 p.m.
- Participants will be provided with their staging number prior to parade day. Please have this information handy when checking in with the Parade Marshal.
- All walking units will be staged at Sharpsburg Elementary School.
- Political Organizations are asked to devote their display to the theme of the parade.
- Elected Officials may place a sign indicating their identity, but are also strongly encouraged to incorporate parade themes.
- Distribution of literature is prohibited.
- Participants **shall not** use emergency sirens during the parade. Please remember that local emergency units participating in the parade are **active units**; as such, the use of emergency sirens is reserved strictly for them, and shall be used only in the event of an actual emergency during the parade. **If an emergency siren is activated during the parade, participants are advised to allow for the passage of responding vehicles.**

\*Please print your name/name of organization **exactly** how you would like it to appear in the Sharpsburg Memorial Day Commemoration Program Book\*

Please provide the name of participating unit just as you would like it to be announced during the parade on the following line. This is also how it will appear in the Memorial Day Commemoration Program Book:

\_\_\_\_\_

Point of Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email (this is how you will receive your staging information): \_\_\_\_\_

My group will be (please select one):

Walking only

Combination walking and riding

Everyone is riding in a vehicle or float

Will your unit be playing music during the parade? (please select one)

Yes

No

Number and type of vehicle(s): \_\_\_\_\_

**\*\*How many spaces will your vehicle(s) and/or float(s) require for staging? (one space = 25 ft.) \_\_\_\_\_\*\***