

2014 FANTASY OF LIGHTS PARADE ENTRY APPLICATION

All entries must be reviewed and approved by the parade committee prior to participation in the parade. If you have questions, please contact Michelle Tokan at the Howell Area Chamber of Commerce 517.546.3920 or mtokan@howell.org

Name of Organization/Business: _____

Contact Person: _____

Address: _____

City: _____ Zip code: _____

Contact person's telephone daytime: _____ Evening: _____

Fax number _____ E-mail address _____

Please check ONE category

Note: NO "WALKING" entries are allowed in the parade except marching bands and color guard

_____ Equestrian/Horse unit _____ Float _____ Marching Band

_____ Fire Unit _____ Color Guard/Veterans Unit _____ Musical Group

_____ Animal (type) _____

Will your entry have music? _____ Yes _____ No

This year's theme is Christmas – It's a Grand Event!

Please provide a description of your use of theme. How it will be constructed, decorated and what it will look like?

What types of music, sound effects, animation and how lights will be used etc? You may include a drawing of the float.

Pulling Vehicle Type & Length _____

Entry Height _____ (max height is 12.6 ft. from the ground) Width _____ (maximum width is 8.6 feet)

Entry Length _____ (max length is 55 ft..)

Approximately how many lights will be used on your entry? (Minimum recommendation - 5,000 lights) _____

Has your organization/business been in the parade before? _____ Yes _____ No

If yes, how many years? _____

I have read the accompanying safety and rules guidelines and agree to abide by them.

Responsible party signature _____ Date _____

Please mail to: Howell Area Chamber of Commerce, Fantasy of Lights, 123 E. Washington St., Howell 48843

Applications will not be accepted or considered after Monday, November 3, 2014.

RULES AND REGULATIONS

Please read the following instructions before completing and returning your parade application.

1. ALL entries must have lights on them (**including approved walking entries**).
2. There will be no more than 60 entries. Entries will be evaluated for acceptance based on theme use, entertainment value and use of lights (clear and colored).
3. A maximum of three dog entries will be accepted into the parade. If you have a vehicle accompany your dogs, it **MUST** have lights on it as well as the animals.
4. No unit will be admitted into the parade that has not been pre-approved. Entries will **NOT** be accepted or considered after November 3.
5. The Fantasy of Lights committee reserves the right to reject any entry that is not in good taste, inappropriate, or not in the best interest of the parade.
6. Entries depicting a political organization, candidate or controversial issue will not be considered.
7. Maximum height for entries is **12.6 feet** from the ground. Maximum width is **8.6 feet**. Maximum length is **55 ft.**
8. All units are required to maintain **forward motion at all times**. No maneuvers are allowed that slows the forward movement of the parade. This includes color guards, animal entries and cheer/pom teams. **NO DRILLS!**
9. All entries **should** be properly identified with signs or banners with the organization's name so the spectators know who you are – however there may **NOT** be any banners hanging in the front of the vehicle. This is not a commercial parade –please no sales messages – a holiday message is suggested.
10. Drivers of motorized vehicles must be at least 18 years of age and have a valid driver's license. The chamber must receive a copy of the driver's license one week prior to parade day. Participants are required to have auto and general liability insurance covering bodily injury and property damage.
11. Siren and Horns - **Please refrain from using them**. They frighten young children and animals and compete with musical units and are not in keeping with the parade holiday ambience.

12. Only **one** powered vehicle will be permitted for each entry.

13. **A maximum of 20 walkers is permitted to walk with your entry.** The walkers must be able to keep up with the pace and length of the parade. We do not allow “walking only” units other than marching bands (including cheer/pom), three dog entries and the color guard.

14. Equestrian and animal units must provide their own accompanying clean-up personnel and equipment. Please make sure the horses have the proper shoes. If you have a vehicle, carriage etc. it **MUST** have lights on it to go through the parade.

15. All parade participants are required to conduct themselves in such a manner as not to infringe on the rights of those people living in and along the staging areas and parade route. **NO solicitation is allowed during event.**

16. No Santa’s - we have invited the "real" Santa!

SAFETY REQUIREMENTS

1. No objects including candy, flyers, or favors, may be THROWN or DISTRIBUTED out along the entire parade route or in the staging area. Michigan State Law prohibits throwing of items in a parade.

2. There will be no fueling of generators during the parade. Fuel cans (gasoline, fuel oil, etc.) are not allowed to be stored on the entry. They can be stored in the vehicle.

3. There will be **NO** live fires or open flames on any floats. No straw or hay is to be used.

4. One current 5 lb. ABC Dry Chemical extinguisher must be carried and accessible on each float. The gauge must be in the green area.

5. There are to be no vision obstructions to tow vehicles. An observer other than the driver is required with all towed entries. The observer can walk or ride with the entry.

6. Electrical problems are a concern. Safety inspectors will look for common hazards such as exceeding the number of light strands per manufacturer’s specifications, faulty extension cords, staples in wiring, etc.

7. There will be a brief **mandatory drivers meeting at 6:30 p.m.** in the staging area on the night of the parade (watch for more details).

8. Float riders are only permitted to ride on the float during the parade. They are to load onto the float in the Citizens Insurance Parking lot and unload at the disbursement area on Grand River between Elm and National

Street.

9. Alcohol beverages are not allowed in the staging area, during the parade or dispersement.

10. No smoking near or on entries.

11. Please place your generators in a well ventilated area on your entry. We recommend use of 10 to 12 gauge wire to the generator.

12. Any violation of the rules or safety requirements could result in your not being able to participate in the parade.