



IMPERIAL SIGNATURE EVENT SERIES

DECEMBER 8, 2023 | PARADE OF LIGHTS STARTS AT 6 PM

PARADE *of* LIGHTS

PARTICIPATION APPLICATION

DEADLINES:

- Early Bird Registration: Until October 30, 2023
- Regular Registration: Until November 22, 2023
- Late Registration: Until December 1, 2023

FEES:

- Early Bird Fee: \$10/ each entry
- Regular Registration Fee: \$25 each entry
- Late Registration Fee: \$40 each entry
- School Operated Bands: FREE

**THERE WILL BE A MANDATORY
PARTICIPANT MEETING ON
TUESDAY, DECEMBER 5, 2023 AT 6PM
FOR ALL ORGANIZERS.**

RULES AND REGULATIONS

PARTICIPANT GUIDELINES AND REGULATIONS

- ALL PARTICIPANTS MUST ABIDE BY ALL FEDERAL AND STATE LAWS, LOCAL CITY ORDINANCES, AND THE IMPERIAL PARADE OF LIGHTS RULES AND REGULATIONS.
- ALL DRIVERS MUST BE LICENSED AND INSURED.
- NO THROWING ITEMS OF ANY KIND, ITEMS MAY ONLY BE HANDED OUT.
- NO SPRAYING OR SHOOTING OF WATER, SILLY STRING, ETC.
- NO PERSONS OR ARTICLES HANGING OVER THE SIDES OF THE FLOATS OR VEHICLES.
- ENTRY SHOULD KEEP A 20 FEET SEPARATION FROM THE ENTRY IN FRONT AT ALL TIMES.
- **THERE WILL BE A MANDATORY PARTICIPANT MEETING ON TUESDAY, DECEMBER 5TH AT 6PM FOR ALL ORGANIZERS.**
- STAGING WILL TAKE PLACE AT 4:00 PM.
- AWARDS WILL BE GIVEN TO THE BEST ENTRY IN EACH AWARD CATEGORY.
- PICK-UP/DROP OFF AREA AND PARTICIPANT PARKING WILL BE RESERVED FOR PARADE OF LIGHTS ENTRIES AT THE BEN HULSE ELEMENTARY PARKING LOT LOCATED ON CORNER OF 5TH STREET AND "D" STREET. PLEASE SEE ATTACHED MAP FOR REFERENCE.
- JUDGING WILL BE BASED ON ORIGINALITY, ADHERENCE TO THE THEME OF THE IMPERIAL PARADE OF LIGHTS AND THE ENTRY'S OVERALL QUALITY.
- ALL ENTRIES ARE REQUIRED TO MAINTAIN CONTINUOUS FORWARD MOTION DURING THE PARADE. PARADE OFFICIALS MAY CHANGE PACE OR STOP FORWARD MOTION TO MAINTAIN SUITABLE SPACE BETWEEN ENTRIES.
- IF THERE IS INCLEMENT WEATHER ON THE DAY THE PARADE OF LIGHTS IS HELD, THE PARADE WILL BE CANCELLED. THERE IS NO RESCHEDULE DATE FOR THE PARADE OF LIGHTS.
- IT IS THE RESPONSIBILITY OF PARENTS AND/ OR GUARDIANS WITH CHILDREN PARTICIPATING IN THE PARADE TO MAKE NECESSARY ARRANGEMENTS TO HAVE CHILDREN MET AND PICKED-UP AT DESIGNATED POINTS.
- MUSIC MAY BE PLAYED, BUT MUST BE FAMILY APPROPRIATE.
- ALL PARADE ENTRIES MUST HAVE CHRISTMAS LIGHTS.
- NO LIVE SANTA CLAUSES ARE ALLOWED. THE "REAL" SANTA CLAUS WILL CONCLUDE THE PARADE.
- ALCOHOLIC BEVERAGES ARE NOT ALLOWED ON ANY PARADE ENTRY AT ANY TIME BEFORE OR DURING THE PARADE. ANY ENTRY FOUND WITH ANY ALCOHOLIC BEVERAGES WILL BE REMOVED FROM THE PARADE AND MAY BE SUBJECT TO FINES.
- THERE MUST BE AN ADULT ON ANY ENTRY THAT HAS CHILDREN. WE ASK ALL ADULTS AND CHILDREN BE IN COSTUME OR THEME PERTAINING TO THEIR ENTRY AND/ OR PARADE THEME.
- THE "RESPONSIBLE CONTACT PERSON," WITH EACH ENTRY, MUST HAVE A COMPLETE LIST OF NAMES OF ALL PARTICIPANTS IN THEIR UNIT WITH THEM DURING THE PARADE.
- PARADE ENTRANTS ARE RESPONSIBLE FOR ALL VEHICLES CONNECTED WITH THEIR ENTRY.
- ANY ENTRY VIOLATING THESE RULES OR BEHAVING IN AN UNSAFE MANNER WILL BE SUBJECT TO IMMEDIATE REMOVAL FROM THE PARADE OF LIGHTS BY CITY OF IMPERIAL STAFF, A MEMBER OF LOS VIGILANTES, ANY LAW ENFORCEMENT OFFICER, OR PARADE WORKER/ VOLUNTEER. FAILURE TO COMPLY WITH ANY OF THESE RULES MAY ALSO AFFECT THE ENTRANTS INVOLVEMENT IN FUTURE PARADES.

SPECIFIC ENTRY TYPE RULES

FLOAT ENTRIES:

- Floats can be no taller than (11) eleven feet above street level.
- Floats should be constructed with fire resistant materials.
- The organization's name must be clearly displayed on both sides and the rear of the float. If the judges cannot identify an entry, it will not be judged.
- No one may get on or off a float or entry once the Parade of Lights has started down the Parade route, please see attached for route.

CAR AND MOTORCYCLE ENTRIES:

- Limit of 10 vehicles per club entry.
- Cars/ Motorcycles may not weave during the Parade of Lights.
- Cars/ Motorcycles should be decorated according to the theme or Christmas-related.
- Cars/ Motorcycles must maintain a safe distance and speed at all times.

MARCHING GROUPS, BATON GROUPS, AND DRILL TEAM ENTRIES:

- Marching and/ or walking entries must be preceded by marchers carrying a banner or sign to indicate the name of their organization.
- Marching and/ or walking entries must remain in a uniform formation throughout the Parade.

EQUESTRIAN GROUP ENTRIES:

- All Equestrian entries must provide their own cleanup crew, in costume, in the parade following directly behind the unit. Entrants must be people and crowd experienced, any rider or handler showing inability to control their animal will be deemed unsafe by police or parade officials and removed from the parade. This is a safety precaution for the riders, handlers, parade participants, and spectators. Equestrian trailers can be parked in the dirt lot of 4th Street and "C" Street and await staging instructions from Los Vigilantes at staging area on 1st, 2nd & 3rd Street.

NOTE: PARADE ORGANIZERS RESERVE THE RIGHT TO REJECT ANY ENTRY AT ANY TIME AND ANY INTERPRETATION OF THE PARADE OF LIGHTS RULES ARE FINAL. PARADES ARE TO BE FUN, ENTERTAINING, AND SAFE FOR PARTICIPANTS AND SPECTATORS. ENJOY!

PARTICIPANT APPLICATION



PARTICIPANT CONTACT INFORMATION

First Name: _____ Last Name: _____

Business/Organization Name: _____

Business/Organization Address: _____ City: _____ Zip Code: _____

Cell Phone: _____ Work Phone: _____

Email Address: _____

Website/Social Media Handle: _____

1. ENTRY TYPE

PLEASE ONLY MARK ONE

- Float/ Trailer
- Equestrian Group
- Royalty/ Dignitary (Must provide own transportation)
- Car Club
- Band
- Baton/ Flag Group/ Drill/ Dancing Team (please circle type or write in) _____
- Other: _____

Please specify how many vehicles are in your entry (max is 10 per entry) _____

2. GROUP TYPE

PLEASE ONLY MARK ONE

- Commercial (Business)
- Public Service Organization
- School/ Youth Organization
- Religious Group
- Off Road Group
- Other: _____

3. EVENT FEES

- Early Bird Registration: \$10 (Until October 30, 2023 @ 5:00 PM) \$ _____
- Regular Registration: \$25 (Until November 22, 2023 @ 5:00 PM) \$ _____
- Late Registration: \$40 (Until December 1, 2023 @ 5:00 PM) \$ _____
- School Operated Bands: Free \$ _____

4. WILL YOUR ENTRY HAVE MUSIC?

- Yes
- No

If so, please provide the type of music that will be played: _____



5. WOULD YOUR ENTRY LIKE TO BE JUDGED?

Yes

No

6. WILL YOUR ENTRY BE PARTICIPATING WITH ANOTHER ENTRANT?

Yes

No

If yes, please provide the name of the other participating entrant:

7. PLEASE PRINT OR TYPE A BRIEF DESCRIPTION OF YOUR ENTRY FOR THE PARADE OF LIGHTS ANNOUNCERS

This is what will be said as your entry travels along the Light Parade route. The description must be completed and submitted along with this application to be accepted as an entry into the Parade of Lights. **200 word MAXIMUM! Any excess will be edited as needed and at the discretion of the City of Imperial:** _____

8. TO BE CONSIDERED FOR PARTICIPATION IN THE PARADE OF LIGHTS, YOU MUST ALSO PROVIDE THE FOLLOWING DOCUMENTS, IN ADDITION TO THIS APPLICATION:

Your signature (below) stating you have read and will abide by the Parade of Light Rules and Regulations, a signed "Liability Waiver" with signatures of ALL participants (if minors are participating, parents signatures are required), a "Certificate of Liability Insurance" (naming the City of Imperial and Los Vigilantes as additionally insured) and Auto Insurance.

Your signature on this Participant Application is evidence that you agree to the Parade of Lights Rules and Regulations and will abide by these guidelines. Further, your signature on this entry form also indicates that you agree to indemnify, defend, hold harmless, and to release the City of Imperial, Los Vigilantes, its officers, officials, employees, agents, and volunteers from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person(s) or damage to property arising at any time during and/or arising out of or in any way connected with participation in the 2023 Parade of Lights.

I am the individual responsible for this entry and I will be present at the Parade of Lights with a copy of the Rules and Regulations.

Printed Name: _____

Title: _____

Signature: _____

Date: _____



PARTICIPANT WAIVER

WAIVER, RELEASE, HOLD HARMLESS, AND AGREEMENT NOT TO SUE

INDEMNIFICATION

Participant shall indemnify, defend, and hold harmless the City of Imperial, Los Vigilantes, its officers, officials, employees, agents, and volunteers from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries or illnesses including communicable diseases to any person(s), or damage to property arising at any time during and/or arising out of or in any way connected with vendor's participation in 2023-2024 Imperial Parade of Lights event unless solely caused by the gross negligence or willful misconduct of the City of Imperial, its officers, officials, employees, agents, and volunteers.

INSURANCE REQUIREMENTS

Participant shall procure and maintain auto insurance and commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate for bodily injury, personal injury, and property damage. The City of Imperial, Los Vigilantes, its officers, officials, employees, agents, and volunteers shall be additional insureds under such policy. Coverage provided by vendor shall be primary and any insurance or self-insured procured or maintained by the City of Imperial shall not be required to contribute with it. (If alcohol will be sold by the participant, coverage must include full liquor liability.)

I am the individual responsible for this entry and I will be present at the Imperial Parade of Lights with a copy of the Rules and Regulations.

Printed Name: _____ **Title:** _____

Signature: _____ **Date:** _____

FOR OFFICE USE ONLY

Date Received: _____ **Received By:** _____

Business Sponsor School Non-Profit Other: _____

Fee: Early Bird Fee: \$10 Regular Registration Fee: \$25 Late Fee: \$40 Not Subject to Entry Fee

Payment: Cash Check Credit Card Other: _____ inHance Receipt # _____

Approved: _____ Division #: _____ Entry #: _____



CITY OF IMPERIAL
"Imperial Parade of Lights"

2023

PARADE OF LIGHTS ROUTE

