IMPERIAL MARKET DAYS

DECEMBER 14, 2019 | PARADE OF LIGHTS STARTS AT 6 PM

A December to Remember

PARADE *of* LIGHTS

PARTICIPATION APPLICATION

DEADLINES:

- Early Bird Registration: Until November 15, 2019
- Regular Registration: Until November 29, 2019
- Late Registration: Until December 6, 2019

FEES:

- Early Bird Fee: $20/ each entry
- Regular Registration Fee: $35/ each entry
- Late Fee: $50/ each entry

APPLICATIONS WILL NOT BE ACCEPTED AFTER DECEMBER 6, 2019

RULES AND REGULATIONS

PARTICIPANT GUIDELINES AND REGULATIONS

- ALL PARTICIPANTS MUST ABIDE BY ALL FEDERAL AND STATE LAWS, LOCAL CITY ORDINANCES, AND THE PARADE OF LIGHTS RULES AND REGULATIONS.
- ALL DRIVERS MUST BE MUST BE LICENSED
- NO THROWING ITEMS OF ANY KIND INCLUDING CANDY AND HANDOUTS, ITEMS MAY ONLY BE HANDED OUT
- NO SPRAYING OR SHOOTING OF WATER, SILLY STRING, ETC.
- NO BLOWING OF SIRENS OR VEHICLE HORNS IN THE PARADE
- 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
- NO ADVOCATING, OPPOSING, OR DEPICTING OF ANY POLITICAL, SOCIAL, ETC. VIEWS
- STAGING WILL TAKE PLACE AT 4:00 PM, JUDGING WILL TAKE PLACE AT 5:00 PM IN THE STAGING AREA, WITH OR WITHOUT YOUR ENTRY IN POSITION.
- AWARDS WILL BE GIVEN TO THE BEST ENTRY IN EACH "ENTRY TYPE," IDENTIFIED ON PARTICIPATION APPLICATION.
- PICK-UP/DROP OFF AREA AND PARTICIPANT PARKING WILL BE RESERVED FOR PARADE OF LIGHTS ENTRIES AT THE BEN HULSE ELEMENTARY SCHOOL 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 PARADE OF LIGHTS: "A DECEMBER TO REMEMBER" 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 rain 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 appear in full uniform or costume or must be decorated to reflect the theme of the Parade, "A December to Remember."
- 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

PERTAINING TO 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.

PERTAINING TO CAR AND MOTORCYCLE ENTRIES:

- 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.

PERTAINING TO 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.

PERTAINING TO 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 and 2nd 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!

PARTICIPATION APPLICATION

PARTICIPANT CONTACT INFORMATION

Organization Name (If Applicable): _____

Contact Person: _____

(Organization Contact Person must be present on the day of the event to explain all rules and regulations to participants.)

Organization Address: _____ City: _____ Zip Code: _____

Cell Phone: _____ Work Phone: _____

Email Address: _____

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
- ◯ Other: _____

2. GROUP TYPE

PLEASE ONLY MARK ONE

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

3. EVENT FEES

- ◯ Early Bird Registration: **$20** (Until November 15, 2019 @ 5:00 PM) $ _____
- ◯ Regular Registration: **$35** (Until November 29, 2019 @ 5:00 PM) $ _____
- ◯ Late Registration: **$50** (Until December 6, 2019 @ 5:00 PM) $ _____

4. WILL YOUR ENTRY HAVE MUSIC?

◯ Yes ◯ No

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

_____

_____

5. WILL YOUR ENTRY BE PARTICIPATING WITH ANOTHER ENTRANT?

◯ Yes ◯ No

If so, please provide the name of the other participating entrant: _____

_____

_____

6. 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! Anything excess will be edited as needed and at the discretion of the City of Imperial:** _____

_____

_____

_____

_____

7. 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), and a "Certificate of Liability Insurance" (naming the City of Imperial and Los Vigilantes as additionally insured)

Your signature on this Participant Application is evidence that your 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, 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 2019 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: _____ Date: _____

Signature: _____ Date: _____

Title: _____ Date: _____

PARTICIPANT WAIVER

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

INDEMNIFICATION

Vendor 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 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 2019 Parade of Lights events unless solely caused by the gross negligence or willful misconduct of the City of Imperial, its officers, officials, employees, agents, and volunteers.

INSURANCE REQUIREMENTS

If a Certificate of Liability Insurance is to be provided, participant shall procure and maintain 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 participant 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 vendor, coverage must include full liquor liabilty.

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: _____ Date: _____

Signature: _____ Date: _____

Title: _____ Date: _____

FOR OFFICE USE ONLY

Date Received:_____ Received By:_____

◯ Business ◯ Sponsor ◯ School ◯ Non-Profit ◯ Other:_____

Fee: ◯ Early Bird Fee: $20 ◯ Regular Registration Fee: $35 ◯ Late Fee: $50 ◯ Not Subject to Entry Fee

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

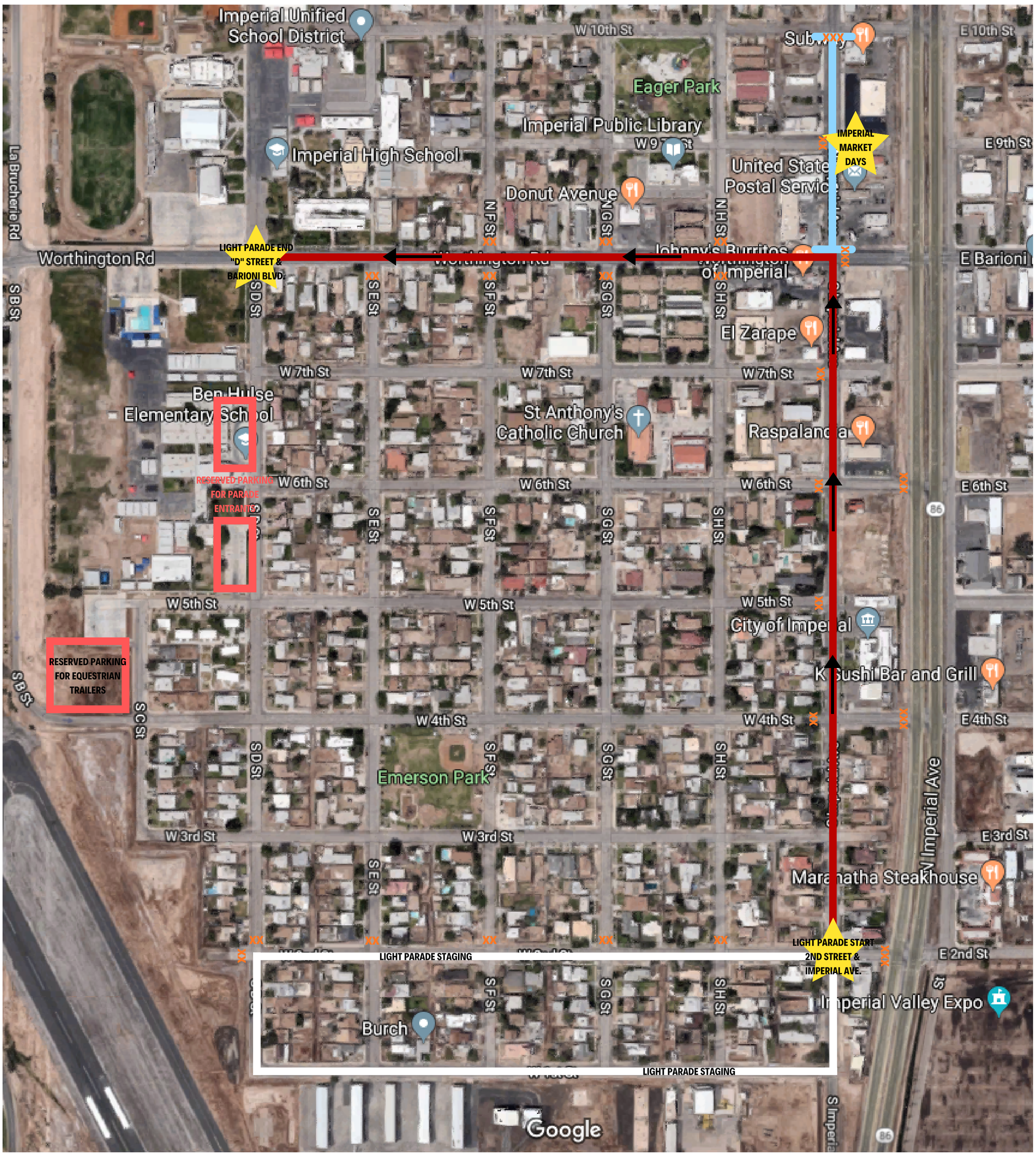
Approved:_____ Division #:_____ Entry #:_____

PARTICIPANT WAIVER

NAME OF ENTRY:

DATE:	PRINTED NAME:	SIGNATURE: By my signature, I acknowledge that I have read and understand the Participant Waiver. (Signature of Parent, if minor is participating)	NAME OF MINOR: (If applicable)

CITY OF IMPERIAL AND LOS VIGILANTES
IMPERIAL MARKET DAYS:
"A December to Remember"

2019

PARADE OF LIGHTS ROUTE