

# **River Falls Days Parade**

## **“Adventures on the Kinni”**

### **Friday, July 8, 2016**

#### **Parade Information:**

[www.rfchamber.com](http://www.rfchamber.com)

#### **Date and Time:**

Friday, July 8

Starts at 6:30 p.m.

Lineup begins at 5 p.m.

#### **Theme:**

“Adventures on the Kinni”

#### **Registration Deadline:**

\$20 late fee applies after Friday, June 17.

#### **Award Categories:**

- Best Use of Theme
- Most Humorous Unit
- Judges’ Choice Award

#### **Lineup Information:**

Parade lineup will be available at [www.rfchamber.com](http://www.rfchamber.com) and emailed to unit contacts 1-2 days prior to the parade.

Thank you for your interest in being a part of the River Falls Days Parade. To register for the parade, simply print this complete parade packet and carefully review the Parade Policy so we can continue to maintain a high-quality parade for all to enjoy. Once you’re ready to sign up, return your Parade Registration Form with complete payment to the Chamber office no later than **Friday, June 17, 2016**.

Participation Waiver form(s) for all parade participants do not need to be completed and turned in at the time you sign up, but they must be returned to the Chamber office prior to the parade or given to a parade volunteer during the parade lineup.

**Be sure to register early as the parade will be limited to 120 units and will fill early! Unregistered units will not be allowed to participate in the parade.**

Please forward this information on to anyone else you think might be interested in participating in the parade.

If you have any questions, please feel free to contact me at (715) 425-2533 or [maranda@rfchamber.com](mailto:maranda@rfchamber.com). I look forward to seeing you at the parade

Maranda Mahr  
Event & Program Coordinator  
River Falls Chamber of  
Commerce  
215 W Maple Street  
River Falls, WI 54022  
[www.rfchamber.com](http://www.rfchamber.com)



**2016 River Falls Days Parade Registration Form**  
**River Falls Area Chamber of Commerce & Tourism Bureau**

Business/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Overall length of unit, including tow: \_\_\_\_\_. This is very important to allow enough room in the lineup.

(Must not exceed 30 feet)

Circle all that apply to your parade unit:

Live/recorded music    Marching band    Dancers/gymnastics    Walkers    Animals    Community Royalty

**Entry Fee (Include \$20 late fee after Friday, June 17)**

Non-Profit Chamber Member - \$35    Non-Profit Non-Chamber Member - \$50

Business Chamber Member - \$65    Business Non-Chamber Member - \$80

Political Campaigns - \$100    Community Royalty - \$0

Please list any special considerations (i.e. royalty members are also in school band):

\_\_\_\_\_

Please provide a brief description (less than 50 words) to be used by the parade announcer.

\_\_\_\_\_

\_\_\_\_\_

**Parade Policy Acknowledgement and Agreement**

1. I (whether individually or as a representative of a business or organization) acknowledge receipt of the River Falls Days Parade Policy and it is my intention to comply with it.
2. I further intend to cooperate fully with Parade Officials in the staging area and along the parade route.
3. I understand that non-compliance with any portion of the Parade Policy by anyone in my parade unit may result in the removal of my unit from the parade.
4. I further understand that my entry fee will not be refunded if I am denied participation.
5. I assume responsibility for providing this Policy to all members of my business or organization who may wish to participate in the Parade.

Contact Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return forms and payment to:**

River Falls Area Chamber  
215 W Maple Street  
River Falls, WI 54022

**Parade contact:** Maranda Mahr, 715-425-2533, Maranda@rfchamber.com

<b>For Internal Use Only</b>	<input type="checkbox"/> Cash	<input type="checkbox"/> Check # _____	Amount Paid \$ _____	Entered by _____
------------------------------	-------------------------------	--	----------------------	------------------

## **2016 River Falls Days Parade Policy**

### **River Falls Area Chamber of Commerce & Tourism Bureau**

Thank you for applying for participation in the River Falls Days Parade. In an effort to make this a pleasant and safe experience for everyone, all participants must read this Policy and agree to abide by it. One representative from your parade unit will be required to sign the Policy Authorization and Agreement which appears at the bottom of the parade registration form.

#### **Staging Area**

- **Arrival Time:** A final parade email will be sent to the contact listed on the parade form 1-2 days prior to the parade. You must arrive at the staging area at the time specified in that letter. Late arrivals will be denied participation and parade entry fees will not be refunded.
- **Traffic:** Please be aware that there will be motorized traffic and foot traffic within the same areas. Motorized vehicles should maintain a very low rate of speed and use extreme caution when navigating the staging area. Please take the proper safety precautions to keep this area safe for everyone.

#### **Parade Route**

- **Distance Requirements:** Unless safety is an issue, you must maintain a distance of no more than one-half block between you and the parade unit in front of you. If the parade unit in front of you is a school marching band, you may maintain a distance of up to one full block.
- **Judging Area Requirement:** If you are immediately behind a school marching band, you may not proceed into the Judging Area until the marching band has completely exited the area. The Judging Area begins approximately one block before the Review Stand at Second and Elm Streets, and extends approximately one block past it. The Judging Area will be clearly marked.
- **Marching Band Performance Stops:** Bands are the only parade units allowed to make brief performance stops throughout the parade route, not just in the Judging Area. Once each performance has ended, they briefly march at a quicker pace in order to close the gap between them and the unit in front of them. Please make every effort to keep pace with marching bands as they close the gaps after each performance stop.
- **Pace:** You must maintain slow, but steady forward motion throughout the parade route. With the exception of high school marching bands, slowing or stopping will not be allowed, except in cases where safety is an issue, and except in the area immediately in front of the Reviewing Stand. We ask that you cooperate fully with Parade Officials who may ask you to keep moving, or to move faster, at any point during the parade route. The Chamber reserves the right to remove units that are too slow or that repeatedly interrupt the flow of the parade.
- **Excessive Sound/Noise:** Excessively loud horns/music are not allowed anywhere on the parade route. Should your horn, siren, music, etc., be deemed to be too loud at any point along the parade route, you may be asked to lower the volume. If that is not possible, you may be required to discontinue making the noise altogether. Please be considerate of parade spectators in choosing a noise volume. The Chamber reserves the right to remove units that do not make adjustments to sound if requested to do so by Parade Officials.
- **Sound/Noise:** If your parade unit will include a horn, siren, music or amplified sound of any kind, you must include that information on your parade application. This is essential so that you can be placed in an area that will cause the least amount of disruption to school marching bands. **IMPORTANT:** If a school marching band is anywhere in the Judging Area, horns, sirens or loud sounds of any kind are strictly prohibited until the marching band has completely exited the Judging Area.
- **Unit Length Requirements:** The total, maximum length of your parade unit, including vehicles, walkers, floats, trailers, animals, etc., must not exceed 30 feet. All parade units will be limited to two motorized vehicles.
- **Walkers:** Since unit speed must be maintained, walkers must be able to keep up to motorized vehicles/floats. Distributing candy or other give-a-ways must be done in a manner that will not slow the pace of the parade.
- **Water Restriction:** You may use squirt guns, etc., throughout the parade and we ask that participants use their discretion when using them. Spraying water toward the reviewing stand is strictly prohibited, as it presents an electrical hazard.

## **2016 River Falls Days Parade Policy Continued**

### **River Falls Area Chamber of Commerce & Tourism Bureau**

#### **Miscellaneous:**

- **Candy or other give-a-ways must not be thrown from moving vehicles; they may only be handed out by walkers.**
- Alcoholic beverages are not permitted in the staging area or along the parade route.
- All entries with livestock must have their own waste removal equipment immediately following their unit. (Units without waste removal equipment will be moved to the end of the parade.)
- All drivers of motorized vehicles must be at least 16 years of age and have a valid driver's license. Motorized vehicles must have their own liability insurance to relieve the River Falls Area Chamber of Commerce & Tourism Bureau from any liability.
- All Parade Officials and Police Reserves will be clearly identified.
- This Policy must be made available to all participants in your parade unit.
- All entry fees are non-refundable – no exceptions.
- Unregistered units will not be allowed to participate.
- The parade route will be the same as last year. The route will go south on Main Street to Division Street, turn east onto Division traveling as far as Second Street. Merging south on Second Street, continue past the Judging stand on the west side of the road, to Spring Street. Turning east on Spring Street, parade units will be asked keep moving on Spring Street or turning no sooner than Fourth Street. Staging area remains the same by entering East on Quarry off North Main Street.
- For safety reasons, all parade units are required to complete the entire parade route.
- Categories for judging are: "Best Use of Theme", "Most Humorous Unit", and "Judges' Choice Award". Judges decisions are final.
- Parade lineup will be available at [www.rfchamber.com](http://www.rfchamber.com) and emailed to parade participants 1-2 days prior to the parade.

**We wish everyone a wonderful parade experience, but we do expect everyone to abide by the rules listed in this document. Not adhering to all the rules could prohibit you from being a part of the parade the following year.**

**2016 River Falls Days Parade Participation Waiver  
River Falls Area Chamber of Commerce & Tourism Bureau**

I, the undersigned, have agreed for my own benefit to participate in various events and activities during the year 2015 in connection with and/or under the directions of the River Falls Days celebration and the River Falls Area Chamber of Commerce & Tourism Bureau.

I understand that inherent in my participation in such events and activities, such events to be included without limitation, parades, is the risk of serious personal injury and property damage to myself and all others under my direction and control, and to my property under my direction and control. I hereby waive and release any claim I have or may have in the future against River Falls Days or the River Falls Area Chamber of Commerce & Tourism Bureau, and any of their officers, whether or not caused in whole or in part by negligence of such officer, directors, employees, agents and volunteers, which occurs during or as a result of my participation in any of the events and activities held in connections with and/or under the director of the above-referenced entities. I understand that the negligence of myself, or a participant, results in injury to others or damage to property, the River Falls Area Chamber of Commerce & Tourism Bureau shall be held harmless and will indemnify the participant. Furthermore, in the event I agree to operate a vehicle in connection with any of the events and activities held in connection with and/or under direction of River Falls Days and the River Falls Area Chamber of Commerce & Tourism Bureau, I represent that I am validly licensed to drive such vehicle in the events and /or activities and that I have purchased automobile insurance and have liability limits of at least \$100,000/\$300,000.

**All participants, including unit drivers, float personnel, members of novelty units, and riders and drivers of horse units must sign and submit this form to the River Falls Area Chamber of Commerce & Tourism Bureau prior to the event specified.**

**Organizations must make additional copies of this form for signature by each participant and return prior to the parade.**

Name of Unit Organization: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_ DOB: \_\_\_\_\_