



April 2016

Dear Parade Applicant:

The Village of Elmwood Park 4th of July Parade steps off at 10:00 a.m. on Monday, July 4th.

Once again, the staging area for the Parade is the Village Circle (Conti Parkway). All participants are asked to enter the circle off of Grand Avenue starting at 8:30 AM. No vehicles will be allowed into the staging area unless they are part of your entry and will be in the parade. **ALL ENTRIES MUST BE IN POSITION AND READY TO BY 9:45AM.** **THIS MEANS DRIVERS ARE IN THEIR VEHICLES AND MARCHERS ARE LINED UP AT THIS TIME.** If you are not ready to go, your entry will be skipped and you will be moved to the end of the parade.

To ensure the safety and well-being of all participants and spectators, the Parade Committee has a set of Parade Rules and Regulations. A copy of these rules are enclosed and should be reviewed prior to submission of the Parade registration form. Your submission of the Parade Registration Form indicates that all those associated with your parade entry have agreed to adhere to these Parade Safety Policies. As a courtesy to other participants, entries with animals (horses, dogs, etc.) must provide for clean up after animals at the staging area and along the Parade route. Entries without a designated clean-up person will not be allowed to enter the line-up.

To participate in the Parade, please complete the enclosed registration form and return it with the appropriate entry fee. Entry fees are used to offset the cost of the Parade. No entrants will be accepted after Friday, June 24, 2016. Registrations will be accepted on a first-come, first-served basis. No refunds of entry fees are granted to inclement weather on the day of the Parade.

The Parade Committee reserves the right to approve all entries. Failure to comply with the rules and regulations is cause for removal from the parade and/or future banning from participation.

We look forward to celebrating with you on the 4th!

Sincerely,

Jim Parenti
Village of Elmwood Park

Float / Driver Information

The following rules and regulations for the parade have been established to make the parade safe and enjoyable for the participants and the spectators. Each member is a representative of your organization and must follow all of the rules.

Rules and Regulations

1. Entries determined to be of commercial nature (business vehicles, vans, product displays, etc.) will be charged \$100.
2. Commercial entries must be patriotic.
3. Entries are to be at their designated line-up position by 9:45 AM and remain in their assigned position during the parade, unless instructed otherwise by a parade marshal or police officer.
4. **Liability insurance and safety dictate that no objects may be thrown from any parade entry. Encouraging spectators to enter the street could create a dangerous situation.** Candy cannot be thrown from entries. You can walk along the parade route with your entry and distribute candy.
5. Any parade entry participating in activities, which in the opinion of the Parade Marshal could endanger public safety, will be ejected from the parade. Such activities include, but are not limited to unsafe vehicle speed or operation, and allowing spectators to climb on or off the entry during the parade.
6. The parade is a family event, no offensive language, song lyrics, clothing or gestures will be allowed. Volume of amplified music must be at a reasonable level as determined by the Parade Marshals or police officers.
7. **Alcoholic beverages of any type cannot be consumed by parade participants** during the parade or in the line-up area. Any participant who has been drinking alcohol will not be allowed to remain in the parade.

8. Parade entry registration shall only be accepted in writing, with a completed Official Parade Entry Registration Form. Entry deadline is June 24th.
9. A Parade Marshal will be on duty in each staging area as well as at various locations along the parade route to insure the smooth and orderly progression of the set up and of the parade itself. Marshals will have the authority to remove any unit (entry) causing a delay, violating official parade rules, or failing to cooperate.
10. Parade line-up and staging will begin at 8:45 am, July 4th.

ALL ENTRIES MUST BE IN POSITION AND READY BY 9:45 AM.

11. All units (entries) must check-in upon arrival with a Parade Marshal and be directed to their assigned staging area. All units (entries) must keep a representative with the entry at all times within the assigned staging area.
12. Parade will promptly begin at 10:00 am
13. Under no circumstances shall any participant, unit or entry move to a different position within the parade line-up, before or during the parade, except under the direction of a Parade Marshal. Riding participants will not be permitted to jump off and back on units/entries while the parade is in progress.
14. Proper unit spacing and parade pace is critical. Parade speed will maintain approximately four (4) feet per second. Voluntary stopping for drill formation, reverse marching by bands or drill teams cannot exceed 45 seconds.
15. Participants riding in vehicles or trailers must provide their own vehicles and drivers. Insurance and liability are the sole responsibility of participants.
16. Support vehicles for marching units will not be allowed in the parade.

17. Candy may be SAFELY given or tossed (NEVER THROWN OVER-HANDED) to the parade spectators. Any participants caught throwing candy or objects in the intent to harm any person or group, will be asked to exit the parade and may disqualify their entry from the parade float contest, if applicable.
18. Participants must provide their own signage. Signs must be in good taste, or they will be disallowed.
19. These rules are subject to change on short notice. Participants will be informed if a change is made.
20. Failure to comply with the parade rules will result in removal of the unit member or entire unit (entry) from the parade (even if in progress) and/or future participation banning.
21. Review the route necessary to move float from building location to parade line-up area, Conti Parkway and the route back for tree height. It is very important the float can pass through Elmwood Park Streets.
22. All floats drawn by a motorized vehicle must use a proper hitching device. For example: pin hitch must have a safety pin hitch and safety chains are required on all trailers.
23. If your float is self-propelled or has a gasoline-powered generator, you must have a minimum ABC rated fire extinguisher.
24. Only cars that are registered will be allowed into the line-up area. If physical limitations prevent you from walking from to the line-up point, you will have to make arrangements to meet your unit **BEFORE** it enters the line-up area.
25. Floats/Entries should maintain a distance no greater than 100 feet behind the unit ahead. If the parade stops, fill the gap to 50 feet. Return to 100-foot spacing again when the parade starts moving.