



WEDNESDAY, JULY 4, 2018
10:00AM | DOWNTOWN NORTHVILLE

IT'S A GRAND OL' FLAG!

Thank you for your interest in participating in the Northville Independence Day Parade! This annual event is organized by the Northville Community Foundation. 2018 will mark the 20th and final year the the NCF will plan and execute the parade. This year we will be partnering with the Northville Chamber of Commerce to coordinate the parade with the intention that the Chamber will plan the event moving forward. We look forward to partnering with this great organization and and are confident that the 4th of July Parade will continue to provide a festive celebration of our Nation's independence for our community for many years to come!

As always, our goal is to provide a safe, fun, and celebratory event that brings the community together. In selecting parade participants, the Parade Committee is looking for high quality, entertaining entries, with a great deal of visual appeal. Ideally, these entries would also align with the Parade theme and/or celebrate our Nation's Independence.

In accordance with our goals for the Independence Day Parade, we ask that you please adhere to the following parade policies:

Application

- Please complete and return the attached form and include a thorough description of your entry.
- Application must include non-refundable application fee.
- A confirmation letter and lineup information will be mailed via USPS on June 14.

Acceptance

- Acceptance of your entry is at the sole discretion of the Northville Community Foundation/Northville Chamber of Commerce, which reserves the right to reject any entry that is not in good taste, is in violation of the rules, or is not in the best interest of the Northville Independence Day Parade.
- Exception to any rule contained herein involves approval of the Northville Community Foundation/Northville Chamber of Commerce Executive Director. Such approval must occur prior to Parade start, unless otherwise noted.

Cancellation

- Be advised that the Northville Independence Day Parade is scheduled for a specific date and time and is not postponed due to inclement weather. However, if weather creates a safety issue, the Northville Community Foundation/Northville Chamber of Commerce reserves the right to terminate the event. No refunds are made because of weather.
- No refunds will be given for those entries who cancel their participation after submitting an application. Should you decide not to participate in the Parade, we ask that you please notify the Northville Community Foundation/Northville Chamber of Commerce as soon as possible.

Political Entries

- While the Northville Community Foundation/Northville Chamber of Commerce respects and embraces America's diversity, our policy dictates that the Northville Independence Day Parade will not be used to represent any specific cause or special interest, no matter how worthy. The Northville Independence Day Parade should not be used as a political event nor as an affiliation with any special interest group. Rather, this event is for the enjoyment of our great community.
- No controversial or single-issue-oriented entries are permitted. In determining if an entry is controversial or primarily single-issue-oriented, factors to consider include, but are not limited to, whether the activities of the organization involve: (a) attempting to influence legislation; or (b) participating in or intervening in any political campaign on behalf of any candidate; or (c) advocating issues that function as political campaign intervention; or (d) carrying on propaganda.
- Currently elected public officials *serving the Northville community* are eligible to participate as "public servants", by invitation only. Such elected officials include the Mayor, Township Supervisor, City Council, Township Trustees, County Commissioner, State House of Representatives, State Senate, U.S. House of Representatives, U.S. Senate, Governor, U.S. Vice President, and U.S. President. The invited public servant must appear in the Parade, no representatives.
- In addition to public servants, one entry per political party is allowed, however it must not promote a single issue or candidate.

- No candidates are permitted to participate.
- No campaign promotion is permitted by or for any candidate and/or ballot issue. This includes, but is not limited to, campaign banners, signs, t-shirts, literature, or other similar materials.
- All political entry participants must either be riding on a float, or in a motorized or horse-drawn vehicle: no walking units. All political entries must showcase elements of the parade theme or Independence Day as part of their entry.
- The maximum number of participants for a political entry is 15 and number of vehicles is one.
- All banners and/or signage must be pre-approved by the Parade Committee.
- Political entries must submit a \$150 entry fee with their application.

General Guidelines

- All entries should incorporate the Parade theme and/or patriotic elements. Exceptions for unique entries with strong visual appeal are made by the Parade Committee.
- Local businesses are encouraged to participate in the Parade by providing a float, character, musical, or similar entry. No commercial vehicles are permitted, except by those businesses who are Parade sponsors. For those businesses who wish to include a commercial vehicle, sponsorship information is available by emailing jodyhumphries@northville.org.
- All banners, signs, etc., on the floats or vehicles must be in good taste and positive in nature.
- Music is encouraged to accompany the entry.
- To ensure the flow of the Parade and the safety of participants, distance between units must be maintained at 20 to 30 feet.
- Walking Units: The Parade Committee encourages groups to be creative with their entries and reserves the right to limit the number of groups who simply walk in the Parade. All walking units must be preceded by a banner identifying the group, with a salute to the 4th of July.
- Animal Entries: All animals must be on a leash and should have prior parade experience. Both water and clean-up crew should be provided for animal entries. All persons riding on an animal or on a cart/wagon pulled by an animal must wear a helmet.
- Floats: Floats should be no longer than 40' and no wider than 10'. Please allow for people sitting on curbs. Turns will be manageable at this size. City Code dictates that no superstructure may exceed 14' from street level and must be wired or otherwise secured. Entries must be able to go under utility wires along the parade route and around the clock. The clock may present a problem if you have a very large float. Again, allow additional space for spectators sitting on curbs.
- Vintage, Classic, and Specialty Cars: The Vintage Cars Parade will be limited to 8 cars; the Classic Cars Parade will be limited to 8 cars; and the Specialty/Hollywood Cars Parade will be limited to 5 cars. Cars will be accepted on a first come, first serve basis, with priority given to Northville residents.

Safety

- In order to promote the safety and well-being of parade attendees/participants, firearms in the parade will be for ceremonial purposes only, and *will not be loaded*. Rifles must be carried in an "over the shoulder" position only. Only active police personnel may be in possession of live firearms. Entries that include firearms (replicas or non-live) should be noted as such on the application.
- For the safety of children and spectators, no candy may be thrown from parade entries. However, we encourage candy and ask that you hand it out along the curb of the parade route.
- No paper materials may be distributed.
- Water guns can be refreshing on a hot July day, however we ask that you refrain from pointing the water guns at spectators or animals and instead shoot the water in the air, above the crowd.
- It is recommended that fire-retardant materials be used on each entry. A fire extinguisher is always recommended.

Lineup

- Lineup information will be mailed via USPS on June 14.
- The Northville Community Foundation/Northville Chamber of Commerce cannot give out position numbers prior to the parade. We wish that we could put everyone in the front of the parade, but we cannot. Please understand that extensive time and consideration is given to put together a parade that flows easily and is aesthetically pleasing and entertaining to our spectators. If for any reason you need special consideration for a particular placement in the Parade order, please note that need on the appropriate place on your application and we will make every effort to accommodate. However, no guarantees will be made and absolutely no changes to the parade order will be made on parade day.

Please note that non-compliance with these policies may result in removal from the Parade and exclusion in future years. We thank you for your cooperation and participation!



WEDNESDAY, JULY 4, 2018
10:00AM | DOWNTOWN NORTHVILLE

PARADE APPLICATION

2018 PARADE THEME: ***IT'S A GRAND OL' FLAG!***

CONTACT PERSON: _____

BUSINESS/ORGANIZATION: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

EMAIL: _____ **PHONE (DAYTIME OR CELL):** _____

PLEASE PROVIDE A DETAILED DESCRIPTION OF YOUR ENTRY INCLUDING VEHICLE YEAR, MAKE/MODEL, AND COLOR. PHOTOS OR SKETCHES OF YOUR ENTRY ARE ALSO ENCOURAGED: _____

NUMBER OF PARKING PASSES REQUESTED (limited to 3/entry, carpooling/drop-off is encouraged): _____

A PARADE IS MORE FUN IF IT CONTAINS MUSIC. WILL YOUR ENTRY INCLUDE MUSIC? YES NO
IF SO, IS THE MUSIC: STEREO CHORAL INSTRUMENTATION LIVE

PARADE ENTRY FEES

All Parade fees help defray the cost of coordinating this celebratory event for our community.

INDIVIDUAL/GROUP: \$45 PER ENTRY | EARLY-BIRD (BEFORE 4/30) - \$35 | LATE FEE (AFTER 6/8) - \$60

NONPROFIT (Non-Political): \$35 | EARLY-BIRD (BEFORE 4/30) - \$25 | LATE FEE (AFTER 6/8) - \$50

BUSINESS: \$250 | EARLY-BIRD (BEFORE 4/30) - \$200 | LATE FEE (AFTER 6/8) - \$300

POLITICAL: \$150 | EARLY-BIRD (BEFORE 4/30) - \$125 | LATE FEE (AFTER 6/8) - \$175

*Please make checks payable to: **Northville Community Foundation***

CHECK ENCLOSED **VISA/MC #:** _____ **EXP. DATE:** _____ **CVV:** _____

SCRIPT INFORMATION

Please provide information about your entry, in **100 words or less**, that will be used by our parade emcees who are stationed in front of the Northville City Fire Department on Main St. Please be sure it is detailed and legible. If no information is provided, only your name will be announced.

WAIVER ENCLOSED. *Application will be void if not accompanied by the waiver.*

Please help us make this the best 4th of July Parade in Southeast Michigan! We want the crowd to have a fun and interactive experience so we encourage you to be creative with your entries! If you have any questions about float or entry ideas, please do not hesitate to contact us.

Parade entries are judged on creativity, entertainment value, and patriotism by community leaders and friends of the Northville Community Foundation and Northville Chamber of Commerce. Judges will be stationed in front of the City of Northville Fire Department and winners will be announced on Facebook on or before July 5th.

DELIVER APPLICATION TO:

Northville 4th of July Parade
195 S. Main St.
Northville, MI 48167

PARADE CONTACT INFO:

Phone: (248) 374-0200 Fax: (248) 349-8730
Email: info@northvillecommunityfoundation.org
#northvilleparade

The Northville Independence Day Parade is presented by the Northville Community Foundation and the Northville Chamber of Commerce and sponsored by St. Mary Mercy Hospital.





PARADE ENTRY WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT

On behalf of myself and/or the organization appearing below, I/we hereby waive, release and discharge any and all claims for damages for personal injury, death, or property damage which I/we may have, or which may hereafter accrue to me, as a result of participation in the Northville Independence Day Parade ("the Parade"). I/we agree to indemnify and to hold harmless the Northville Community Foundation and Northville Chamber of Commerce, its volunteers, officers, employees, sponsors, supporters and agents from any loss, liability, damage, cost or expense arising out of or connected in any way with my/our participation in the Parade.

It is understood that this activity involves an element of risk and danger of accident and knowing those risks I/we hereby assume those risks. It is further agreed that this waiver, release and assumption of risk is to be binding on my/our heirs and assigns.

If I/we intend to operate a motor vehicle, I/we assert that it is registered and is in safe operating condition, that I am a licensed driver/we are licensed drivers and that I/we assume full responsibility for the use of my/our vehicle in the Parade. I/we agree to indemnify and hold the Northville Community Foundation and Northville Chamber of Commerce, its volunteers, officers, employees, and agents free and harmless from any loss, liability, damage, cost or expense which may arise as the result of the operation of my/our motor vehicle in the Parade.

Name of Parade Entry (organization or individual)

Address

Vehicle License Plate (if applicable)

Parade Entry Responsible Party Signature

Date

If under 18 years of age, the parent or guardian must sign below:

Print Name

Signature

Date