



Bowling Green Community Holiday Parade

Saturday November 17, 2018; Stepping off at 9:50a.m.

Downtown Bowling Green, OH

2018 UNIT Registration Form & Rules, Regulations & Guidelines

Parade Theme: "Our Best Hometown Holiday "

Again this year: Unit Judging & Registration Fee

Unit Registration ends Monday, November 5 or when capacity is reached
whichever comes first.

Rules, Regulations & Guidelines

- There is a Registration Fee: \$25 for Chamber Investors, \$50 for Non-Investors, \$15 for All Non-Profits. The registration fee will be used to offset safety, promotional, trophy, signage costs, and provide additional stipend funds to the marching bands.
- Judging of 5 Categories: Best of Show (Wins Traveling Trophy), Best Live Performance, Best Youth Organization Entry, Best Float Decoration/Construction & Most Unique.
We encourage you to decorate your unit!
Winners will be spotlighted on the Chamber Monday Reminders including photos and on the Chamber's Social Media pages. The winner will also receive an interview on The Morning Show, 88.1 WBGU-FM Radio!
- All vehicles **SHOULD** be decorated *for the theme* "Our Best Hometown Holiday "
- Please **DO NOT** include a Santa or any likeness of Santa, in your unit. This takes away the joy for the children who are waiting to see the 'real' Santa.
- For Semi-Tractors or Semi-Tractors/Trailers ~ Please call 419-353-7945 for further instructions.
- The sponsoring organization/business name must be clearly displayed for the judges and TV purposes. Please advertise your organization/business only.
- Equestrian and animal units **must be bagged** & provide their own accompanying clean-up personnel and equipment.
- Due to safety concerns, **no firing of guns or cannons will be allowed.**
- Submit **UP TO** four sentences for broadcasting purposes. *Include information about your float and your organization. Anything longer than four sentences will not be used.*



- Any entry not conforming to the approved application will be disqualified. The Chamber of Commerce reserves the right to accept or reject any application without explanation.
- If you are a Performance unit, and are asked to perform at the intersection of Main & Wooster. Please be mindful, performances will be limited to 2 & 1/2 minutes.
- Candy **may not be thrown from floats, cars or other entry vehicles.** Candy **must** be handed out by individuals who are **walking** the parade route. Thrown candy causes dangerous situations as children run to collect candy off the street. Drivers of large trucks and vehicles have difficulty seeing the children dash around the vehicles. Please be smart and safe, by respecting this regulation!
- Upon acceptance of your Registration Form, confirmation of your entry will be sent via email.
- Notification of your line-up (Bay/Unit #) will be emailed on Friday, November 9. Additional safety measures and reminders will be included.
- **The Annual Community Holiday Parade will be broadcast live this year on WTOL Channel 11.** Preshow is from 9 a.m. until 10 a.m. and will promote all the Holiday Events in the area. From 10 a.m. until noon is the Commercial Free Broadcast of the parade with live interviews of the Presenting Sponsors by Jerry Anderson

Event Cancellation Policy

In the event that the Holiday Parade must be cancelled due to safety of participants, spectators, volunteers or Chamber of Commerce staff; every effort will be made to make sponsors, participants and all involved, satisfied with the outcome. Cancellation decisions will be made in cooperation with Bowling Green City Safety Director, Bowling Green Police and Fire Departments, where applicable.

Upon written or verbal notification to the Chamber of Commerce, registration and sponsorship monies remaining after costs of permits and pre-promotional advertising; including radio, print, television, social media and other related expenses, have been deducted can be refunded to sponsor. Chamber also reserves the right to cancel an event due to low enrollment or other circumstances which would make the event non-viable. Full refunds will be made in this instance.

*Please maintain the quality of the BG Community Holiday Parade,
by following the rules, regulations & guidelines noted above. Thank you!*

2018 Annual Community Holiday Parade ~ Registration Form - Due Nov. 5



- Confirmation of receiving Registration Form, will be emailed **to the person listed on this form.**
- If you do not receive your instructions (different than Confirmation of receiving your Registration Form) by **November 12th**, please call (419) 353-7945 **IMMEDIATELY.** Instructions will include line-up time, unit number, bay assignment, overall safety measures and parade guidelines.

NOTE: UNITS ARE NOT PLACED IN ORDER OF REGISTRATION RECEIVED.
Placement requests cannot be guaranteed, but will be honored to the best of our ability.

Parade Unit Info:

Theme/Title of parade unit _____

Name of Group/Organization/Company _____

Contact Person _____

Mailing address _____

City _____ State _____ Zip _____

HM Phone _____ Email _____

Cell Phone _____ WK Phone _____

Registration Fee: Chamber Investor (\$25)___ Non-Investor (\$50)___ Non-Profit (\$15)___

Cash___ Check___ Credit Card___ (Please go online to bgchamber.net to pay with a Credit Card)

(Checks made payable to BG Chamber of Commerce—Foundation; Memo line: 'Holiday Parade')

Type of unit (check all that apply): Float ___ Vehicle (s)___ Walkers___

Using Animals? Y or N _____ Animals: Type and quantity _____

Approximate number of members walking _____

Which side of S. Main St. would you like to exit? East___ West___ No Preference___

Do you consider your unit to be a 'Performance Unit'? Yes ___ No ___

Will your unit you have music or loud noises? Yes ___ No ___

If you are a band, approximately how many members do you have? _____

What is the approximate total length of your parade unit (in feet)? _____

Detailed description of unit. Be specific. NOTE: APPLICATION WILL NOT BE ACCEPTED WITHOUT A DETAILED DESCRIPTION. _____

Is there another entrant you would like to be placed next to in the lineup?

Other entrant's name: _____



Commentary BY BULLET POINTS - MAXIMUM 5 BULLET POINTS:

- 1. _____

- 2. _____

- 3. _____

- 4. _____

- 5. _____

No commentary changes will be permitted after November 6. The Chamber reserves the right to select which units/information will be included in any broadcast. If commentary is not provided, the parade MC's will simply not have your information to broadcast on-air.

Consent to Rules and Liability Waiver:

I hereby agree to hold the City of Bowling Green, its employees, officials, agents and the Bowling Green Chamber of Commerce harmless and to indemnify and defend the City, its employees, officials, officers, and agents of the Bowling Green Chamber of Commerce against all claims, demands, liabilities, losses, damages, and expenses of any kind or nature, including reasonable attorney's fees and other costs and expenses of litigation on account of any injury, damage or death to any person or property, directly or indirectly arising from, in connection with, caused by or resulting from my participation and the participation of those directly involved with me in the Bowling Green Annual Community Holiday Parade.

I hereby release, waive and discharge the City of Bowling Green, its employees, officials, agents and the Bowling Green Chamber of Commerce from all liability should injury, damage, or death occur as a result of my actions or inactions, and the actions or inactions of others participating in the event with me.

The mission of the Bowling Green Annual Community Holiday Parade is to present a parade that is an enjoyable holiday event for the community, providing for quality family time. Candy may not be thrown into the crowd. The Bowling Green Chamber of Commerce encourages participants to focus their efforts and funds on creating unique and enjoyable entries.

I agree to inform all participants of our parade entry of these risks above listed statements, and that we are bound by these above statements and we personally assume any and all risks of liabilities for any injury, damage, or death, whether directly or indirectly occurring as a result of our participation in the Bowling Green Community Holiday Parade.

I do hereby agree to abide by all the rules set forth by the Bowling Green Annual Community Holiday Parade. I understand that any violation of these rules will result in my removal of the parade and that I will not be permitted to participate in the future.

Print Name: _____

Sign Name: _____

Date: _____

Thank You from the BG Chamber!

Please return this completed form, by November 5 to:

BG Chamber of Commerce, PO Box 31, Bowling Green, OH 43402 or return it in person to 130 South Main Street, or fax 419-353-3693 or email in a PDF to events@bgchamber.net