



Metropolitan Savannah Hispanic Chamber of Commerce  
Hispanic Heritage Parade Committee  
Post Office Box 8968, Savannah, GA 31412

**2018 PARADE COMMITMENT FORM**

To: **Hispanic Heritage Parade Committee**

Please accept this commitment of our intention to apply for entry in the 2018 Parade. Listed below is our current contact information.

We will submit our Parade Application; Press Release, Program Ad, Vehicle Application, Entry Contract, a status summary, Web Address & Graphic, and payment in a timely manner.

Respectfully, submitted, this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

Signed: \_\_\_\_\_.

Your name & title/phone: \_\_\_\_\_.

E-Mail Address \_\_\_\_\_ (Please print or type)

APPLICANT: \_\_\_\_\_  
Company or Organization

\_\_\_\_\_  
Complete contact Mailing Address

List Contact Persons & phone numbers below if different than above.

AD: \_\_\_\_\_ Float: \_\_\_\_\_.

Billing: \_\_\_\_\_ Alternate: \_\_\_\_\_.



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**Parade Participant Application Form 2018**

<b>Parade Participant Information</b>
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First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
 Company Name \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_  
 Key Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**CATEGORY FEE QUOTE**

QTY	DESCRIPTION	FEE
	Any Parade Participation (Admin Fee) <u>Includes all walking participants</u>	\$75
	Car, van	\$35
	Float with truck	\$100
	Car Club	\$100
	Truck/Bus	\$ 50
	Motorcycles	\$100

**Program Book Advertising**

A Collector's Edition of the 2<sup>nd</sup> Savannah Hispanic Heritage Parade participants, the story of the Hispanic Chamber, significant events and coverage of the parade and its festivities will be produced.

	Ad Book 1 page	\$200
	Ad Book 1/2 page	\$100
	Ad Book 1/4 page	\$ 50
	Ad Book Center pages	\$350

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form, along with check, no later than Monday, September 17, 2018:

**METROPOLITAN HISPANIC CHAMBER OF COMMERCE**  
 PO BOX 8968  
 SAVANNAH, GEORGIA 31412

Any inquiries or questions, please call Glorianne Casanova at (787) 525-6200  
 or by email at: [parade2018@msavhcc.org](mailto:parade2018@msavhcc.org)

## 2018 Hispanic Heritage Parade Registration Fees

### STEP ONE:

Everyone must register as an Official Sponsor/Media Partner, non-profit or for profit entry. Each organization must register and submit the information using the attached forms (Parade Entry Application, Vehicle registration, Press release, Commitment Form, and Rules and Regulation). This fee includes all walking participants in your entry.

#### Fees

#### Official Sponsor/Media Partner

Per Sponsorship/Media Partner Commitment Form -

**Participant Entry Fee** - One fee per organization. Includes all walking participants. \$75.00

### Additional Required Fees

### STEP TWO:

There will be an additional fee if your parade entry includes one or more of the following vehicles:

**Motorcycles - \$ 100.00** Fee includes up to 10 motorcycles. If there are 10 + motorcycles, the fee will double. Add: \$100.00

**Truck/Bus- \$ 50.00 each.** This fee includes vehicles used to transport and pick up parade participants

**Car/van \$35 each** (vehicle fee is \$35). If you have two vehicles the fee is \$70. Add: \$35.00 for each vehicle

**Each Float - \$100** - Each float fee is \$100. If you have two floats the fee is \$200. This fee includes any vehicle used to pull the float. Add: \$100.00. For each Float (**this includes the vehicle used to pull the float**).

**Registration will not be completed without including them in your paid-in-full registration fees.**

**There will be a \$25.00 administrative fee required for any changes to your registration after the deadline.**

**There will be NO REFUNDS – This is a rain or shine Event**

**Deadline Monday, September, 17, 2018**



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**PARADE ENTRY APPLICATION**

**OVERVIEW:**

The Savannah Hispanic Heritage Parade Committee (Parade Committee) was established in 2017 by the Metropolitan Savannah Hispanic Chamber of Commerce to create regional awareness and appreciation of the Hispanic heritage, culture and its contribution to the culture and society of the Southeast Georgia Region. It does so by encouraging, promoting, coordinating, and participating in cultural events such as concerts, plays, art exhibits and parades throughout the Georgia and South Carolina Coastal regions.

All entries must provide family-oriented entertainment that celebrates the Hispanic culture, logo or slogan of the sponsors that made possible their participation, and the sponsor statements that allow our Sponsors, members and community at-large to show their appreciation of the contributions to their establishments, corporations, and to their communities.

The Parade Committee will not allow any entry to use the Parade to further any political, social or other agenda, except as expressly approved by the Parade Committee. The Parade Committee will not allow any entry or conduct which is inappropriate or undesirable. The determination of whether an entry or conduct is inappropriate or undesirable rests solely within the discretion of the Parade Committee. The Parade Committee may reject any application that is incomplete. The Parade Committee may exclude an entry on the morning of the Parade based upon any discrepancy between the information provided in this Application and the actual entry.

**This year's parade falls on Saturday, October 13<sup>th</sup>.**

**Application deadline is September 17<sup>st</sup>.**

**Please apply early.**

- 1. Applicant:** Applicant must be an individual, individuals or a legally recognized entity responsible for compliance with all Parade Committee rules, regulations and directives and with all applicable laws and ordinances. Please provide the following information:

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Full legal name of applicant organization (individual names if individuals)

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Complete mailing address (mailing of materials)

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City	State	zip code
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telephone number	cell phone (on day of parade)	email
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contact person	officers	Sponsor
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2. **Purpose:** Please provide a brief description of the Applicant, including its purpose and specifically including any political, social or commercial agenda.

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3. **Description:** Please provide a detailed description of your proposed entry, including the names of any and all public figures, celebrities and fictional characters, local and otherwise, who will participate or be represented in any way. Specifically list any advertising, messages, words and symbols which will appear in any way. Please provide any brochures, photographs or videos that portray the proposed entry. Also, please check the box or boxes below indicating the type of entry that you propose.

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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Float	Marching Band	Marching Unit	Animal Entry	Non- Motorized Vehicle	Motorized Vehicle
#riding:____ # marching____	# of participants	# of participants	describe above	describe above	Submit Vehicle Application

4. **Attire:** Please provide a detailed description of the attire of the participants, specifically including any advertising, messages, words and symbols. Please provide any brochures, photographs or videos that portray the attire.

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5. **Amplification:** Please describe any music or amplified sounds proposed and indicate how it will be amplified:

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6. **Other Parades:** Please list other parades or similar activities in which your proposed entry has participated. Please provide any brochures, photographs or tapes that portray the proposed entry.

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7. **Awards:** Please list any awards that your proposed entry has won in previous parades, including the Savannah Hispanic Heritage Parade, providing the name of the award and the year given:

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8. **Agreement:** In consideration of the Parade Committee's approval of Applicant's participation in the Parade, in the event this approval is given, Applicant hereby agrees to the following: Applicant agrees that Applicant and all participants in this entry will obey all Parade Committee rules, regulations and directives, whether written or oral, and all applicable laws and ordinances. Applicant acknowledges and accepts the attached rules and regulations. Applicant and all participants in this entry grant the Parade Committee and its licensees the exclusive, worldwide, royalty-free right in perpetuity to use, reproduce, publicly display, publicly perform, broadcast, promote, create derivative works from, modify, alter, edit, repurpose, and/or otherwise use the entry's parade appearance, performance, images and likenesses in any manner and in all media now known or hereinafter created. Applicant hereby agrees to indemnify and hold harmless the Parade Committee, its officers, agents and members from and against any and all claims, causes of action, costs, expenses and liabilities, including legal expenses, of any kind whatsoever, including bodily injury, death, property damage and any other loss, arising out of or related to the Applicant's and/or Applicant's participant's participation in the Parade, whether or not caused by the Applicant's negligence.

\_\_\_\_\_   
Date

\_\_\_\_\_   
Applicant's Authorized Signature

Thank you for applying to participate in this year's Savannah Hispanic Heritage Parade. The Parade Committee will contact you regarding your eligibility.



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## PRESS RELEASE

**This Press Release is the only information provided to the media.  
You might not be mentioned if you do not complete it.**

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

[ ]  
Float

[ ]  
Marching Band  
# of  
Participants

[ ]  
Marching Unit  
# of  
Participants

[ ]  
Other (please describe):

Hometown: \_\_\_\_\_  
City State

1. **Highlighted Individuals:** Please list any participants whom you wish highlight to the media, such as officers, leaders or star performers:

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2. **Other Parades:** Please list other parades or similar activities in which you have participated:

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3. **Previous Participation:** Please list the year(s) in which you have previously participated in the any Parade:

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**4. Awards:** Please list awards that you have won in previous parades providing the name of the award and the year given:

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**Good Story:** Got a good story? Tell it for all of us to enjoy:

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**PARADE MAGAZINE AD STATUS SHEET**

**ADVERTISER NAME:** \_\_\_\_\_

**2018 AD SIZE:** \_\_\_\_\_

Two Color \_\_\_\_\_ Full Color \_\_\_\_\_

INSTRUCTIONS FOR 2018 MAGAZINE:

Use art supplied: \_\_\_\_\_  
\_\_\_\_\_

Art supplied, e-mailed to: \_\_\_\_\_ *Please send in JPG format.*

Please initial as approved:

Proofed, \_\_\_\_\_ in house \_\_\_\_\_.

Proofed, \_\_\_\_\_ advertiser \_\_\_\_\_.

Savannah Hispanic Heritage Parade E-Mail: [parade2018@msavhcc.org](mailto:parade2018@msavhcc.org)

Phone: (912) 421-8491

<b>VEHICLE APPLICATION</b>			Parade Committee Check-In Only:
Parade Entry Applicant:	Vehicle Owner:	Authorized Driver:	
Name as on Application	Name as on Title	Name as on License	
Vehicle Information	Street Address	Street Address	
Year:            Make:	City, State and Zip	City, State and Zip	
Model:			
Color	Telephone Number	Telephone Number	

The Applicant, Owner and Driver request the Parade Committee to permit the Vehicle, described above, to be used as part of the Entry as fully described in the Parade Entry Application.

The Applicant will take all reasonable measures to ensure that all participants in this Entry, including the Owner and the Driver, will observe all laws, ordinances, rules of the road and rules of the Parade Committee. The Applicant will not allow any other vehicle or driver other than the Vehicle and Driver approved in the Parade Entry Application to be a part of this Parade Entry or to operate this Vehicle.

The Owner warrants that he is the owner of the Vehicle, described above, and that the Vehicle is in sound mechanical condition with no known defects or safety concerns. The Owner will not allow the Vehicle to be used in the Parade with any known mechanical problems, defects, or unsafe condition. Owner warrants that the vehicle is in compliance with all laws and rules of the road and that he maintains liability insurance covering operation of the Vehicle with limits of at least \$100,000 per person and \$300,000 per occurrence, as evidenced by the attached copy of the declarations page of the policy. The Owner will immediately notify the Parade Committee of any adverse change in the condition of the Vehicle and of any change or cancellation in the insurance coverage prior to the Parade.

The Driver warrants that he holds a valid Driver's License, a copy of which is attached hereto, and that he is not suffering from any condition that would make driving the Vehicle in the Parade unsafe. The Driver shall observe all laws, ordinances, rules of the road and Parade Committee rules while driving the Vehicle in the Parade. The Driver shall operate the Vehicle in at safe manner at all times during the Parade. The Driver shall not operate the Vehicle while intoxicated and shall not use drugs or alcohol during or immediately prior to the Parade. The Driver shall not operate the Vehicle in the Parade with any known mechanical problem, defect or unsafe condition. The Driver shall immediately notify the Parade Committee of any suspension, loss or adverse change in his driving privileges, any condition raising concerns about his ability to drive safely, and any adverse change in the condition of the Vehicle prior to or during the Parade.

In consideration of the Parade Committee's approval of the use of this Vehicle in the Parade, in the event this approval is given, Applicant, Owner and Driver hereby indemnify and hold harmless the Parade Committee, its officers, agents and members from and against any all claims, causes of action, costs, expenses and liabilities, including legal expenses, of any kind whatsoever, including bodily injury, death, property damage and any other loss, arising out of or related to the use of this Vehicle in the Parade, whether or not caused by their negligence.

Date: \_\_\_\_\_

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Driver

**Please attach: [ ] Proof of Insurance [ ] Copy of Driver's License**



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**Savannah Hispanic Heritage Parade Rules and Regulations**

1. All entries must provide family-oriented entertainment consistent with this celebration in honor of the contribution that Hispanics have made to make this nation great. Entries can be of a business, family, nationality, culture and those issues related to the individual countries that make up the Hispanic Heritage Culture, their employees and/or employers.
2. Each entry shall be responsible for the conduct of all of its participants.
3. Attire appropriate to the occasion is required of all participants.
4. NO ALCOHOL is allowed in the parade. No cups or glassware are allowed in the parade. Bottled water or canned soft drinks are allowed.
5. No objects may be handed out, distributed, or thrown by any entry or participant, including marchers, floats, and vehicles associated with the entry.
6. No participant may undertake any dangerous or noxious activities in the Parade. No cooking is permitted in the Parade.
7. The Parade Committee has the right to inspect all units prior to and during the Parade.
8. The driver of each vehicle must be a qualified, licensed driver 21 years of age or older. During the Parade, each vehicle must maintain a safe distance from the preceding unit.
9. All vehicle entries must be covered by liability insurance to the satisfaction of the Parade Committee. Proof of insurance must be provided with the application.
10. The size of a float shall be limited to 30 feet in length (for the trailer portion), 10 feet in width and 12 feet in height.
11. The Parade Committee shall have the power to regulate the amount and scope of advertisement. Advertisement is limited to the Applicant, and only to the extent stated in the application and approved by the Parade Committee. Applicants who hold political office may be accepted to represent the office they now hold, not as the candidate for any office. No campaign buttons, signs or apparel will be allowed.
12. The Parade Committee reserves the right to exclude from participation, in the Parade or in the Official Program, any entry which it considers to be advocating or promoting a particular purpose, principle, agenda, or message inconsistent with or contrary to those of the Parade.