



# Battle Ground Chamber of Commerce HARVEST DAYS 2017 PARADE APPLICATION



## **APPLICATION INSTRUCTIONS**

1. Complete the **"Harvest Days Parade Application"** in full and sign. Submit application along with full payment and other paperwork as may be required. Email, snail-mail, or stop by the office!
  - a. **Email Address:** [info@battlegroundchamber.org](mailto:info@battlegroundchamber.org)
  - b. **Mailing Address:** Battle Ground Chamber of Commerce  
PO Box 2523  
Battle Ground, WA 98604
  - c. **Office:** 317 E Main Street  
Battle Ground, WA 98604

*Note: Submitting a parade application does not guarantee nor confirm your entry as a parade entrant at the Harvest Days Festival.*
2. Full payment of all participant fees is required with application. **Application Deadline July 1, 2017.**
3. Methods of payment accepted include: Cash, Check or Visa/MasterCard
4. Full refund of all participant fees will be issued within 30 days of payment if parade application is not approved.

## **BUSINESS CONTACT INFORMATION**

Company/Organization Name: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

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

## **EVENT DATES & TIMES**

### **Parade Staging:**

- Saturday July 15

**PARADE INFORMATION, INCLUDING ENTRY NUMBER AND STAGING TIME AND LOCATION WILL BE EMAILED TO YOU AT THE EMAIL LISTED ON THIS APPLICATION BY THE WEEK OF JULY 3, 2017.**

## PARADE RULES & REQUIREMENTS

By participating in this event, I agree to abide by the following rules and regulations

- The following are **NOT ALLOWED**:
  - **Throwing or tossing of any product or promotional item (example: candy, gum, dental floss, etc)**
  - **Failure to abide by this rule may jeopardize your group's entry into the following year's parade.**
- Parade entrants may **hand out** flyers, pamphlets, etc along the parade route
- Equestrian Parade entrants must have at least one person assigned to be a "pooper scooper"
  - All animal poop must be disposed of in a proper manner after the parade
- If a vehicle breaks down on the parade route, please push to the side of the road and a tow truck will be dispatched at the participants' expense.
- *The BG Chamber of Commerce reserves the right to reject or cancel any parade entry at any time, should it be deemed inappropriate and/or unsafe.*

### Event Cancellation and Refunds:

- Harvest Days Festival is an outdoor event and will take place rain or shine.
- Refunds will only be provided with a written cancellation at least 30 days prior to the event. The cancellation notice must be signed and dated by the applicant or authorized representative.

### Insurance:

- All parade entrants are required to sign a "Release of Liability" statement. The contact person listed on the parade application shall be the signing authority on behalf of the company/organization they represent.

## EVENT FORMAT & LOGISTICS

### Parade Space Assignment

- Each entrant will be assigned an entry number, staging arrival time and staging location. Entrants will be provided an event map with location clearly identified.

### Parade Route

- All parade participants must complete the entire route and return to the staging area. Once all parade participants have completed the route, participants will be allowed to leave the premises.

### Participant Parking:

- All parking is on a first-come, first-served basis at the BG High School.

## RELEASE OF LIABILITY

***I/We understand and agree to the following:***

I/We have read the Harvest Days Parade Requirements rules and agree to abide by all requirements and regulations knowing that failure to do so may result in my business event participation being immediately cancelled.

I/We, the undersigned, specifically and expressly agree to defend, indemnify, and hold harmless the Battle Ground Chamber of Commerce, the City of Battle Ground and all the officers, officials, employees and agents from and against any claim, damage, liability, cost, penalties, attorney fees, etc. of whatsoever kind on account of death or injury of any or all persons involved and/or on account of all persons involved and/or on account of all property damage of any kind whether tangible, intangible, or loss of use resulting therefrom, to any party arising from or in any matter connected with the event taking place on publicly owned property, except by an act or omission or negligence of the Battle Ground Chamber of Commerce and/or the City of Battle Ground or any of its officers, officials, employees, or agents or except to the extent prohibited by law.

I/We consent to the use of my and/or our group/organization name, likeness and voice and/or have photo's or video tapes taken during the special event of adults and/or minors participating in event related activities without monetary compensation, in connection with education, marketing or publicity efforts of the Battle Ground Chamber of Commerce and/or the City of Battle Ground. I expressly release the Battle Ground Chamber of Commerce and/or the City of Battle Ground and its agents and other news medium from any and all claims for damages for libel, slander, invasion of the right of privacy or any other claim arising out of the broadcast, promotion or presentations of the Battle Ground Chamber of Commerce and/or the City of Battle Ground.

I further attest that I am the designated person with the authority to sign this document on behalf of my event and/or our group/organization. I am the point of contact for all discussions in regards to liabilities and rights.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Print Name of Applicant**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name of Business/Group/Association (if applicable)**

## PARADE CATEGORIES & PAYMENT INFORMATION

Select a category below and complete the Required Information

Category	Description	Required Information	Entry Fee
<input type="checkbox"/> <b>Float</b>	<ul style="list-style-type: none"> <li>A float is any vehicle that is highly decorated, including a pickup, flatbed, car &amp; trailer, etc.</li> </ul>	Length: _____ Width: _____ Height: _____ Driver's Name: _____ _____	\$20 per float
<input type="checkbox"/> <b>BIG Trucks</b>	<ul style="list-style-type: none"> <li>Semi's, Dump Trucks, Fire Engines, etc.</li> </ul>	Length: _____ Width: _____ Height: _____ Driver's Name: _____ _____	\$ 25 per truck
<input type="checkbox"/> <b>Band</b>	<ul style="list-style-type: none"> <li>A group of people playing musical instruments</li> </ul>	# in group: _____ Leader's Name: _____ _____	\$15 per group
<input type="checkbox"/> <b>Drill or Dance Team</b>	<ul style="list-style-type: none"> <li>A group of people performing a type of march or dance routine</li> </ul>	# in group: _____ Leader's Name: _____ _____	\$15 per group
<input type="checkbox"/> <b>Automobile Club</b>	<ul style="list-style-type: none"> <li>A club or group of cars</li> <li>Limited to 10 per group</li> </ul>	Make: _____ Model: _____ Year: _____ Driver: _____ Total # of cars entered: _____	\$20 per car OR \$50 per club/group
<input type="checkbox"/> <b>Organization or Club walking</b>	<ul style="list-style-type: none"> <li>A group of individuals who are walking in the parade representing their organization/club</li> </ul>	# in group: _____ Leader's Name: _____ _____	\$ 20 per group
<input type="checkbox"/> <b>Equestrian Club</b>	<ul style="list-style-type: none"> <li>A group/organization/club whose members are riding horsed</li> <li>Reminder that each equestrian group is required to have their own "pooper scooper"</li> </ul>	# in group: _____ Leader's Name: _____ Pooper Scooper Name: _____ _____	\$20 per group
<input type="checkbox"/> <b>Political – Volunteer position</b>	<ul style="list-style-type: none"> <li>A person who is a volunteer/non-paid elected official and/or is seeking a non-paid elected office</li> <li>Entries are limited to 20 participants</li> </ul>	# in group: _____ Leader's Name: _____ _____	\$ 25 per candidate
<input type="checkbox"/> <b>Political – Paid position</b>	<ul style="list-style-type: none"> <li>A person who is a paid elected official and/or seeking a paid elected office</li> <li>Entries are limited to 20 participants</li> </ul>	# in group: _____ Leader's Name: _____ _____	\$ 200 per candidate
<input type="checkbox"/> <b>Giving Out Free Stuff!</b>	<ul style="list-style-type: none"> <li>Giving away free candy, promotional items, brochures, printed material, etc.</li> </ul>		\$ 20 per group
		<b>SUBTOTAL – Entry Fees</b> <b>15% BG Chamber Member Discount</b> <b>TOTAL FEES DUE</b>	\$ _____ (\$ _____) \$ _____

**OFFICE USE ONLY**

**Category Applied For:**  Float  BIG Truck  Band  Drill/Dance Team  Automobile Club

Organization/Club Walking  Equestrian Club  Non-Paid Elected Political Position  Paid Elected Political Position

**Total Fee Due:** \$ \_\_\_\_\_

**Amount Paid** \$ \_\_\_\_\_

**Date Paid:** \_\_\_\_\_

**Receipt #:** \_\_\_\_\_

**Processed By:** \_\_\_\_\_

NOTES:

**Payment Method**  Cash  Bus. Check  Check # \_\_\_\_\_  VISA  MasterCard

Credit Card Information: Card # \_\_\_\_\_ 3 Digit # \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Name on Card \_\_\_\_\_

Billing Address \_\_\_\_\_

Acceptance into the Battle Ground Chamber Harvest Days Festival does not indicate that the Battle Ground Chamber of Commerce or the City of Battle Ground, Washington either supports or agrees with the activities or philosophies of any participating vendor.

**Publicity Information Sheet**  
**To be used by the Parade Announcer**

Group or organization being promoted: \_\_\_\_\_

Leader and Driver's Name(s): \_\_\_\_\_

Previous awards or honors:

\_\_\_\_\_  
\_\_\_\_\_

Total number of participants: \_\_\_\_\_ Number of years participated: \_\_\_\_\_

Tell us about yourself, your business, or your organization:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tell us about the construction of your float or entry (*special decorative features, materials used, hours in preparation, basic dimensions*):

\_\_\_\_\_  
\_\_\_\_\_

Description of uniforms, costumes, clothing:

\_\_\_\_\_  
\_\_\_\_\_

Identify special breed or marking on animals:

\_\_\_\_\_  
\_\_\_\_\_

Music, sound, or special effects:

\_\_\_\_\_  
\_\_\_\_\_

Make, Model, and Year of Cars, and Drivers (*For Car Clubs/Groups*)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_