



# Elk Grove Village Hometown Parade Application

## Theme: "Celebrating First Responders"

### Saturday, September 16, 2023 2:00 p.m.

Name of Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Organization Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Emergency Contact on Parade Day: \_\_\_\_\_

Number of Participants: Adults: \_\_\_\_\_ Children: \_\_\_\_\_

Number & type of vehicles participating in parade (cars, trucks, trailer, floats): \_\_\_\_\_

Honorarium (appearance fees if applicable) \$ \_\_\_\_\_

Does your group emit music or sound? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes; Instruments \_\_\_\_\_ Radio/Aux \_\_\_\_\_

Hand out items must be identified on this application. Do you intend to distribute handout items? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, Please describe \_\_\_\_\_

Description of your unit or organization: **This description will be used by the cable TV announcer as your unit passes Channel 6.** Please neatly handwrite or email description to [ljensen@elkgrove.org](mailto:ljensen@elkgrove.org) upon application submission.

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**I have read the Parade Rules and Participation Agreement enclosed with this application and agree to comply.**

Signature and Title \_\_\_\_\_

Date \_\_\_\_\_

PLEASE RETURN THIS PAGE ONLY via mail or email to:

Elk Grove Village Parade Committee

901 Wellington Avenue

Email: [ljensen@elkgrove.org](mailto:ljensen@elkgrove.org)

Elk Grove Village, IL 60007

PLEASE DIRECT ALL QUESTIONS TO:

Laura Sue Jensen – [ljensen@elkgrove.org](mailto:ljensen@elkgrove.org) – 847-357-4028

**COMPLETED APPLICATIONS ARE DUE BY MONDAY AUGUST 14, 2023**

# **ELK GROVE VILLAGE HOMETOWN PARADE RULES**

- 1. TIME and PLACE:** The parade will commence on Saturday, September 16, 2022 promptly at 2:00 p.m.
- 2. ASSEMBLY:** Final assembly/check-in details will be announced in a future letter. All parade units should plan on assembling no later than 1:00 p.m. **Please note:** Final unit placement numbers ***will not be assigned until one week prior to the date of the Parade.***
- 3. REGISTRATION:** Address applications to Elk Grove Village Parade Committee, 901 Wellington Avenue, Elk Grove Village, IL 60007. Registration is open to all, but the Committee reserves the right to limit and screen entries based on a group's service to the community. There will be approximately 70 units. You will receive notification of acceptance or rejection by mail.
- 4. DECORATION OF ENTRIES:** **All units must observe the theme by using suitable decorations.** All vehicles, unless pulling floats, must be **FULLY** decorated. No bare trucks, wagons or trailers will be permitted other than Police, Fire and Village vehicles. **Units for advertisement purposes only will not be accepted.**
- 5. SIGNS:** Each entry must have a banner/sign large enough to sufficiently identify your unit. Displays contrary to community standards are prohibited.
- 6. SUPERVISION:** Groups with children marching must have a minimum of four (4) adults supervising – more depending on age and number of children participating. All parade entries with children must have a designated adult that will stay with the children until all children are picked up by their parents. **No child may be left on a float or vehicle without adult supervision.**
- 7. HANDOUTS:** **For safety reasons, the Committee prohibits the throwing of candy, gum, or other items by parade participants.** It is acceptable to have walkers with your unit **pass out** candy and freebies for your organization provided you keep pace with the unit ahead. **No business flyers may be handed out for advertising purposes only. Approval must be obtained from the Parade Committee for ALL handout items prior to unit number assignment.** Failure to comply will disqualify the unit from the parade and judging. The Committee reserves the right to disallow any entry which is deemed inappropriate or unsafe in nature. No standing or stopping is allowed. **You must continue to walk along the route and keep a 10-15 foot distance from the Unit in front of you at all times. No stopping/standing is allowed without the approval of the Parade Committee for performance reasons.**
- 9. ELECTED OFFICIALS:** All elected officials must personally appear in the unit bearing his/her name. No literature will be allowed to be handed out. Your unit must depict the Parade Theme in some manner. **No campaigning is allowed.**
- 10. JUDGING:** All eligible units must maintain a forward motion except for short performances where designated. Eligible units will be judged on their performance during the parade. One winner per category. Units may only win in one category.

## **PARTICIPATION AGREEMENT**

The applicant agrees to abide by all applicable Village Ordinances, by the Committee Rules and Regulations, and with the terms of this application. The applicant further agrees to accept all future modifications in the application made and communicated by the Committee, or agrees to withdraw its application in writing. The applicant acknowledges that the Committee has the authority to govern the conduct and organization of the parade and agrees to abide by all the decisions made on the day of the parade by the Committee or its agents. The applicant has read and understands the Rules as listed herein and agrees to abide by them. The applicant agrees that it is responsible for the safety of its unit, property connected therewith, and persons affiliated with the unit. Should the unit or any property connected therewith be damaged or destroyed, or should any person be injured as a result of any act of conduct of the applicant, the applicant agrees to indemnify the Village of Elk Grove Village against and save it harmless from any and all liability to, death of person and from damage and destruction to property caused by the applicant.

**-- DO NOT RETURN THIS PAGE --**

**RETURN SIGNED, ONE-PAGE APPLICATION ONLY, AND RETAIN THIS PAGE FOR YOUR RECORDS**