

# 2018 Middletown's Family Fun Festival

## PARADE UNIT APPLICATION



Date: **Saturday, September 8, 2018**

Cost: **FREE**

Place: Old Main Street, Middletown

Time: **Noon** (arrive no earlier than 9:00 am; no later than 10:45am)

Entry Deadline: **Friday, August 24, 2018**

### UNIT APPLICATIONS CANNOT BE ACCEPTED WITHOUT PROOF OF INSURANCE FOR PARADE VEHICLES.

Return this entry (pages 1 and 2 only) and proof of insurance for parade vehicle(s) to:

**Eventualities**

P.O. Box 436568

Louisville, KY 40241

Phone: (502) 241-1175

Phone: (502) 338-9440

Fax: (502) 241-1185

Email: [info@middletownsfamilyfun.com](mailto:info@middletownsfamilyfun.com)

Confirmation of parade entry & assembly location will be provided by Monday, September 3, 2018.

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

Contact Person: \_\_\_\_\_

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

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

Contact Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Describe your parade entry in detail:** (Please see Float Rules and Tips Pages for Float Units)

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

**Will your Parade Unit need access to the Festival Area after Parade?** \_\_\_\_\_

Number of participants: \_\_\_\_\_ Number of vehicles: \_\_\_\_\_

Length of entry: \_\_\_\_\_ Height of entry: \_\_\_\_\_

Will you be HANDING out anything along the Parade route (candy, pencils, etc.)? \_\_\_\_\_

**Your participants should hand items to the spectators. Please do not throw items at crowds to avoid injuries. All entrants must supply their own vehicles and walkers for handouts!**

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**How should parade announcer introduce you?**

***Provide 5 maximum sentences with unit details or accomplishments.***

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***PLEASE MAKE SURE YOU READ THIS!!!***

### ***IMPORTANT INFORMATION***

Please provide a barricade pass to ALL PARTICIPANTS of your unit. We will check for the barricade pass for EVERY VEHICLE used for the parade.

The Barricade pass will be sent to the parade contact on this application. The contact in turn needs to forward to ALL participants in parade so we can ensure the safety of the parade participants. (Pass will be included in confirmation packet delivered by 9/3/2018)

Thank You!

***RETURN ONLY THE FIRST TWO PAGES. Keep pages 3-5.***

**CONFIRMATION AND ASSEMBLY INFORMATION WILL BE SENT TO YOU VIA EMAIL BY SEPTEMBER 3, 2018.**

**KEEP THE FOLLOWING 3 PAGES FOR YOUR REFERENCE.**

The Barricade pass will be sent to the parade contact on this application. Please provide a barricade pass to ALL PARTICIPANTS of your unit. We will check for the barricade pass for EVERY VEHICLE used for the parade.

**Helpful Tips for Parade Unit Design**

**The following pages will help you build a safe parade unit.**

**Please review and apply as required.**

It is the intent and purpose of these specifications to help in developing and constructing the best possible float, while providing for the safety and enjoyment of all participants. Variances from these specifications should be requested by the Float Sponsor in writing and submitted to the Parade Chair for approval.

***DIMENSION***

**Parade Configuration** pertains to the unit in its fully assembled state, as it rests in Float Assembly and travels down the parade route.

- Maximum dimensions include **25 feet in length and 12 feet in width**. The length should be a minimum of 15 feet.
- **Maximum height for the rigid structure is 12 feet**. Sections of the float, not exceeding 7 feet in width, may rise to a maximum height of 15 feet. These sections must be able to be lowered to 12 feet in a quick and efficient manner to accommodate any overhead obstructions such as communications cables.
- **Minimum ground clearance for rigid structure, excluding ground contact points (e.g. wheels), should be 15 inches**. Please remember that this clearance is a minimum with the float fully loaded. While non-rigid structure (Tinsel, streamers, Fringe) is allowed lower than 15 inches, it should be flexible enough to handle uneven street surfaces without damage.
- **Display Configuration** pertains to the unit in its fully assembled state, as it rests prior to parade travel.
- An automotive type vehicle must provide motor power in this configuration.

***DESIGN / STRUCTURE***

**Tow Unit** pertains to the separate unit, if required, that pulls the main float unit. Cars,

trucks, small tractors and tow motors are various examples of commonly used tow units.

- At least two individuals with valid motor vehicle operator's licenses should occupy the tow unit. These persons must be 18 years of age or older.
- The tow unit design must allow for adequate viewing radius for the driver. The direct viewing capability must be no less than 180 degrees.
- The tow unit should be decorated in concert with the entire float theme. The Parade Chair reserves the right and is the final authority in approving tow units.
- The tow unit should allow for quick and accessible hook-up to a parade rescue vehicle, in the event the tow unit ceases to function.
- Out riggers are NOT permitted in the Festival Parade due to street width.
- Float Bed pertains to the main section of the float unit. Converted farm wagons or flatbed trailers are examples of commonly used float beds. The float bed does not typically travel by its own power, though it may. A tow unit commonly pulls it.
- The float bed must be designed to safely support all decorative construction, riding personnel, and auxiliary equipment (e.g. generators, compressors, motors, pumps, computers, cameras, etc.).
- All floats that have additional seating (bleacher type seating) should provide a seating restraint of some sort. This can be a rope or standard seat belt.
- Decorative Materials pertain to the many colorful items used to cover the float structure and provide beauty.
- All decorative materials should be flame retardant and waterproof. Any materials requiring the application of a flame retardant must have the retardant applied prior to arriving at the parade
- Flexible, decorative skirts should extend to one inch above the ground.

### ***POWER / MUSIC / ANIMATION***

- Portable generators, compressors and sound systems used on the float must be securely mounted on a substantial base. A minimum of 12 inches clear space must separate any part of the generator/compressor from combustible fabrication material.
- All electrical circuits must be properly fused and grounded. All wiring must be properly secured to prevent mechanical damage and injury to float riders.
- All connections must be made with approved underwriters code boxes or devices (e.g., wiring, pneumatic or hydraulic lines).
- All animated points of the float must be designed with primary emphasis on safety. Animation, while exciting and appealing to spectators, must be accomplished in a safe and predictable

way.

- The use of sound systems for the amplification of music and sound effects is allowed. The sound systems should be positioned with the speakers facing away from the sides of the floats (not to the front or rear). By orienting the speakers in this manner, maximum sound reaches the audience but does not present as much interference to the units ahead of and behind you in the Parade.

## ***SAFETY***

- The limitations and requirements contained herein are provided to ensure the enjoyment and safety of all involved with the Parade. With safety in the mind of all participants, the Parade can be both successful and enjoyable.
- The Float Sponsor is solely responsible for the safety of the float unit. The Parade Team reserves the right to inspect all units. If specifications have not been met or an imminent hazard is discovered, float units may be denied participation by Parade Officials.
- Distribution of giveaways at the Parade is permitted but should not be tossed. Please hand items to parade patrons.
- A fire extinguisher (ABC type, four-pound minimum) should be on board the day of the Parade. Extinguishers should be visible to float team and easily accessible.
- State law requires that float drivers possess a valid motor vehicle operator's license. Drivers (including a back-up driver) must be adequately trained to drive their float.
- No alcoholic beverages or drugs will be allowed on the float or its participants. Applicable ordinances and statutes will be enforced by Louisville Metro Police, including DUI laws.
- **Handholds or other support means should be provided for every float rider. Float riders should be secured to the float if riding. Straps secured to chairs or sets can do this.**
- For safety considerations, the Parade Team may limit the number of float riders or walkers.
- There will be no embarking onto the Float during the Parade. Once a rider disembarks, they become a walker for the remainder of the Parade.
- A basic first-aid kit should be on board the float for the Parade.

## ***OTHER***

Float walkers and all persons traveling the Parade route with the float should be costumed consistent with the theme of the float.