



Portland Rose Festival Foundation
5603 SW Hood Avenue
Portland, OR 97239



Portland General Electric

APPLICATION DUE: MARCH 5, 2010
PARADE DATE: JUNE 5, 2010, 8:30 P.M.



WWW.ROSEFESTIVAL.ORG

PGE/SOLV



STARLIGHT
PARADE

2010

Portland General Electric/SOLV Starlight Parade

JOIN THE PARADE!

Your group can be a part of a fun Portland tradition! Simply submit this application for entry in the Starlight Parade by **March 5, 2010**. All applications will be reviewed by our Committee, and the best entries will be accepted in the parade. Each year we receive more applications than we have space for in the parade - so we encourage you to be creative in your application. Applications will be evaluated based on Family Appeal (how entertaining will your entry be for a family audience?) and Illumination Quality (how well will your entry be visible in the dark?) Entry fees must accompany your application, and will be refunded if your application is not accepted.

ENTRY CATEGORIES & FEES

CORPORATE: Customized

Includes corporate organizations or businesses with more than \$5 million/year in revenues

SMALL LOCAL BUSINESS: \$800

Includes businesses based in the Northwest with less than \$5 million/year in revenues

FESTIVAL OR CITY: \$250

Includes community festivals, cities, towns, states or regions

COMMUNITY GROUP: \$250

Includes 501 (c) 3 non-profit organizations, other not-for-profit organizations, clubs or groups

ENTRY TYPES

FLOATS: Includes professionally-built and self-built, self-propelled and towed mobile decorated parade entries

MARCHING: All walking groups, including drill teams, drumlines, and bands other than high school bands

SPECIAL: All other entries approved by the Steering Committee

PARADE AWARDS

Entry judging takes place on parade day. In addition to audience appeal and illumination, entries are evaluated on various criteria such as design, originality, costuming, etc. Judges will determine awards in each category, as well as awards for Best Illumination and Best Marching Entry. High school marching bands will be judged separately. No entry is awarded more than one prize. Awards are mailed to winners.

DATES & DEADLINES

Application Due: March 5, 2010

Parade Date: June 5, 2010

Return completed entry application to:

**Portland Rose Festival Foundation
Attn: Starlight Parade Committee
5603 SW Hood Ave
Portland, OR 97239**

Questions?

Please call (503) 227-2681, visit our web site at www.RoseFestival.org,
or e-mail info@RoseFestival.org

WWW.ROSEFESTIVAL.ORG

Starlight Parade

Rules & Regulations

The Portland Rose Festival Foundation and its Parade Steering Committee reserve the right to remove from the parade, either prior to assembly, at assembly or at any time during the parade, any entry not conforming to rules and regulations or any entrant who refuses to follow instructions of police or parade officials.

1. ALL ENTRIES MUST BE ILLUMINATED.
2. PARADE ENTRIES MUST FOLLOW THE DIRECTIONS OF PARADE OFFICIALS.
3. Entries must be appropriate for a family audience.
4. Outwalkers with float units are limited to 12 people. Marching units are limited to 50 people unless otherwise approved by the Steering Committee.
5. All persons participating in the parade must be in costume or uniform.
6. No children younger than 10 years of age may participate in the parade without prior approval of the Parade Steering Committee.
7. No mingling with the parade spectators en route or in the formation area is permitted once the parade begins.
8. No livestock, equestrians, domestic animals, birds, reptiles or other animals are permitted in the parade without written approval of the Parade Steering Committee. Approved animals may be subject to restrictions.
9. An entry with a commercial sponsor must restrict sponsor signage according to the guidelines listed under "Float Requirements." Signage restrictions also apply to marching groups, miscellaneous units and towing vehicles. Signage which violates restrictions will be removed by parade officials.
10. An illuminated vehicle of any kind (car, truck, motorcycle, bicycle, bus, etc.) does not by itself constitute a float or parade entry. Vehicles may be used to tow floats. ALL vehicles may be subject to make and model restrictions. No vehicles (including tow vehicles) may advertise car dealerships.
11. No water is permitted in the parade, with the exception of water used by marching bands or any water approved by the Steering Committee.
12. Nothing may be handed out or thrown in the formation area or along the line of march. People in the official parade lineup are prohibited from distributing merchandise, gifts, candy, literature or other materials.
13. Use of any political sign, social or political material or improper use of the American flag is not permitted. Proper use of the flag is based upon U.S. flag policy set forth in the U.S. Code.

Looking for another participation opportunity?
Join the Regence Grand Floral Walk!
Visit www.grandfloralwalk.com.

14. City noise ordinances require all units be no louder than 75 decibels. At no time are honking, bells, whistles, sirens or airhorns permitted. Units may be asked to reduce volume of PA systems.

15. Parade participants must keep pace with the line of march. No counter-marching or any other maneuver contrary to the forward progress of the parade is allowed. (Official parade pace is 120 steps per minute. Official parade spacing is 60 feet between entries.)

16. Alcoholic beverages and other controlled substances are forbidden on any float, in any vehicle or on the person of any parade participant. Participants who consume alcohol prior to parade start are not permitted to enter the line of march, and people who use alcohol or other controlled substances during the parade are removed.

Float Requirements

A float can be self-propelled, a towed trailer or flatbed truck, suitably lighted and decorated. Floats must conform to the following requirements and restrictions:

1. BASIC DIMENSIONS FOR FLOATS

(strictly enforced):

Maximum width - 16 feet Maximum height - 13 1/2 feet
Maximum length - 75 feet
Minimum frame clearance to ground - 10 inches

2. FLOATS ARE REQUIRED TO HAVE THE FOLLOWING:

- Tow hitches in front and rear, easily accessible and of sufficient strength to tow the float at any time
- Rapid escape exit for the driver other than through the top of the float
- Competent float operator with valid driver's license
- Good brakes on the float
- Full exposure of the driver's head with 180-degree vision to the front and sides of the float

3. SIGNAGE RESTRICTIONS:

A festival or non-profit entry with a commercial sponsor may not use the sponsor's name in the title of the float or depict the sponsor in the design of the float. Entries may display signage no larger than 18 by 24 inches with the commercial sponsor's name on both sides of the float. **The following sponsor categories may not receive signage on entries due to existing Rose Festival relationships: airline, landscaping service company, auto manufacturer or dealer, power and utility providers.**

Want to hire a professional float builder?

Studio Concepts, Inc.

is the Official Float Builder of the KeyBank Grand Floral Parade and can handle everything from design to construction to on-street float management. Contact Gene or Kendra for a quote.

www.StudioConcepts.com • 503.222.0077

Starlight Parade Entry Application

An entry application **MUST** include: **1. Completed application form** **2. Photo, sketch or artist's rendering** **3. Entry fee.**

Organization/Company: _____

Contact Person: _____ E-mail _____

Address: _____ City: _____ State: _____ ZIP: _____

Phone (Day): _____ Phone (Cell): _____ Fax: _____

ENTRY CATEGORY:

- Corporate - Custom
- Small Local Business - \$800
- Festival or City - \$250
- Community Group - \$250

ENTRY TYPE:

- Float
- Marching
- Special

ENTRY FEE MUST ACCOMPANY THIS ENTRY FORM. Entries not accepted will receive a full refund. Approved entries that cancel after April 9, 2010, receive no refund.

Please briefly describe your entry design. Attach additional sheets if necessary.

(A photo, sketch, and/or artist's rendering of the entry **MUST** be attached to this entry form.)

Please provide a detailed description of illumination (e.g., rope lights, flood lights).

Music/Noise (maximum 75 decibels): Live Band Recorded Music Public address system/microphone None

FLOATS & SPECIAL ENTRIES:

Length of unit including tow rig: _____ (May not exceed 75 feet) Number of out-walkers (0-12): _____

Accepted floats/misc.units must provide a certificate of insurance with no less than \$500,000 single limit covering bodily injury, death and property damage to any number of persons or property in any one occurrence. The certificate shall name Portland General Electric, SOLV, KGW, Portland Rose Festival Foundation, City of Portland, all sponsoring organizations and their officers, directors, employees and agents as additional insured. It must be submitted by May 7, 2010.

MARCHING ENTRIES:

Number of participants (Up to 50): _____ Marching units must sign and return a waiver by May 7, 2010, that indemnifies Portland General Electric, SOLV, KGW, Portland Rose Festival Foundation, City of Portland, all sponsoring organizations and their officers, directors, employees and agents.

LIABILITY RELEASE AND RULES AGREEMENT

Application is hereby made for entry in the Starlight Parade, June 5, 2010. The entry agrees to indemnify, hold harmless and defend against any action against Portland General Electric, SOLV, KGW, Portland Rose Festival Foundation, City of Portland, all sponsoring organizations and their officers, directors, employees and agents from and against all liabilities whatsoever arising out of its participation in the Starlight Parade. Entrant agrees to comply with the rules of the Starlight Parade as listed in this form or additional rules deemed necessary for the safe conduct of the Starlight Parade and related activities. Failure to comply may cause denial of entry on parade day or jeopardize future parade participation.

Signature: _____

RETURN TO: Portland Rose Festival Foundation
Attn: Starlight Parade Committee
5603 SW Hood Ave
Portland, OR 97239

Please attach: Photo/Sketch Entry Fee Additional Description (if necessary)

APPLICATION DEADLINE: MARCH 5, 2010