

2019
Charlestown Founder's Day Parade
Information, Rules and Registration
Forms

**Join us Saturday June 22nd to be a
part of Clark County Indiana's
largest and longest running Parade!**

**Great way to promote your Business
and/or Organization**

Charlestown Founders Day Celebration Parade 2019

Theme: Generations of pride

OFFICIAL FESTIVAL PARADE RULES

- For more information regarding “day of” information please refer to welcome packet which you will receive once your application has been processed and accepted.
- For more information regarding Charlestown Founders Day Float Contest refer to Official Float Contest Rules Page
- Parade registration shall only be accepted via a written and completed 2019 Festival Parade Entry form, or a 2019 Festival Entry Form that has been typed per the Registration Entry Form from Cityofcharlestown.com. Entry deadline is June 14th 2019 at 4 P.M.
- All entries must check-in upon arrival (8:30 A.M. – 10:00 A.M.) at the entry table that will be located at the only entry point into parking lot. Please bring bottom filled out portion of Parade conformation form. Entries will then be directed to their assigned staging area. All (entries) must always keep a representative with the entry within the assigned staging area.
- A Parade Marshal will be on duty in each staging area as well as at various locations along the parade route to Ensure the smooth and orderly progression of the set up and of the parade itself. Marshals will have the authority to remove any entry causing a delay, violating official festival rules, or failing to cooperate.
- Parade line-up and staging will begin at 8:30 A.M., Saturday June 22nd, 2019. In the parking lot of the Charlestown High School at 1 Pirate Place, Charlestown Indiana. All entries must be in position and ready by 10:00 A.M.
All Staging area entry into Parking lot of Charlestown High School will be from Parks and Market
- All entries must check-in upon arrival at the entry table that will be located at the only entry point into parking lot. Entries will then be directed to their assigned staging area. All entries must always keep a representative with the entry within the assigned staging area.
- Participants must provide current and accurate publicity (media) information concerning their unit for the parade narrator with their registration.
- Parade will promptly begin at 10:30 A.M Saturday, June 22nd, 2019 from the staging area described above.
- The use prior to an/or possession during the parade of any alcoholic beverage, tobacco, or illegal drugs by any unit or member is strictly prohibited.
- Under no circumstances shall any entry move to a different position within the parade line-up, before or during the parade, except under the direction of a Parade Marshal. Riding Participants will not be permitted to jump off and back on the units while the parade is in progress.
- Proper entry spacing and parade pace is critical. Parade speed will maintain approximately four (4) feet per second. Voluntary stopping for drill formation.
- Participants riding vehicles or trailers must provide their own vehicles and drivers. Insurance and liability are the sole responsibility of participants.
- Support vehicles for marching entries will not be allowed in the parade. Reverse marching by bands or drill teams cannot exceed 45 seconds.
- **Separate political candidate entries will be strictly prohibited. Each political party (Republican and Democrat) will be allowed one (1) for each party.**
- Political units may have walkers with their float. **Walkers MUST stay with float.** Walkers walking ahead of the floats walking into the crowd, walking ahead of the float, or handing out any political propaganda will be strictly prohibited.
- Parade participants are expected to conduct themselves in a courteous manner
- Candy may be SAFELY given or tossed (NEVER THROWN OVER-HANDED) to the parade spectators. Any participants caught throwing candy or objects in the intent to harm any person or group, will be asked to exit the parade and may disqualify their entry from the parade float contest if applicable.
- These Rules are subject to change on short notice. Advanced notice will be given appropriately. Failure to comply with the parade rules will result in entry (member or entire group) removal from the parade (even in progress) and/or banning from future participation. The City of Charlestown is NOT responsible for accidents or injury. Your organization is responsible for the safety of your float, participants and the public.

Charlestown Founders Day Celebration

Theme: Generations of Pride

OFFICIAL FESTIVAL PARADE FLOAT CONTEST RULES

- The following rules govern all entries participating in the 2019 Charlestown Founder's Day Celebration Festival Parade and Float Contest in addition to Official Festival Parade Rules.
- Float contest entries will be judged based on the following criteria:
 - Incorporation of the 2019 Founders Day Celebration Theme: Generations of Pride
 - Cleanliness and neatness of the area surrounding the entry at the staging area
 - Creativity and originality
- Parade float contest line-up and staging will be 8:30 A.M. – 9:45 A.M. Float contest participants will receive a number at entry that is to be placed on the left side of their vehicle.
- Entries in the parade float contest will line up with the non-float contest entries. Floats will be line up in their spot for the parade.
- Float judging will begin promptly at 9:45 A.M. prior to parade start time 10:30 A.M.
- The float must be presented for judging as it will appear in the parade.
- There must always be at least one person with the float. If there is no one with the float at the time of judging, Float will be disqualified. All participants of the float are not to be present at time of judging unless they are vital to the theme of float.
- Vehicles pulling floats must be decorated and should be made a part of the float as much as possible. Undecorated pulling vehicles will be cause for automatic point deduction during judging.
- Floats must be decorated for a family atmosphere and constructed in a safe manner as well as not present a health or safety hazard to the participant or the public.
- Participants are not permitted to jump on and/ or off the float entry during the parade and floats should space at least 20 feet behind entries ahead.
- Parade participants are responsible for disposal of all float materials.
- Float must clearly display groups name and can also include contact information and media. If name is not clearly presented on float, points will be automatically deducted.
- A "float" for purpose of this contest is:
 - Built on or around a flatbed being towed manually or by a motor vehicle.
 - Self-motorized or towed by a motor vehicle
 - Display dimensions must not exceed fifteen (15) feet in width by fifteen (15) feet in height by thirty (30) feet in length at its largest points.
 - Decorated motor vehicles that do not exceed the above listed dimensions
- All floats must have handholds for all people who are standing on the float, secure/safe seating is required for all others riding upon the float.
- Participants must provide current and accurate publicity (media) information concerning their unit, for the parade narrator, with their registration.
- Monetary Awards and Trophies will be awarded prior to the parade start in the staging area.
 - 1st place will receive \$300.00 and a trophy
 - 2nd place will receive \$200 and a trophy
 - 3rd place will receive \$100.00 and a trophy
- Other awards and trophies to be awarded will be determined based off of number of entries in the float contest by registration deadline June 14th at 4 P.M.
- These Rules are subject to change on short notice. Advanced notice will be given appropriately. Failure to comply with the parade rules will result in entry (member or entire group) removal from the parade (even in progress) and/or banning from future participation. The City of Charlestown is NOT responsible for accidents or injury. Your organization is responsible for the safety of your float, participants and the public.

2019 Charlestown Founder's Day Festival Parade

Entry Registration Form

We suggest all floats to be decorated using a Patriotic Theme!

Directions:

- 1) *Review the official Festival Parade and Float Contest Rules*
- 2) *Complete this official registration form and mail it to: Founder's Day Parade Entry, c/o Parade Chairman Jodi Davidson, 304 Main Cross Street, Charlestown, IN 47111, before Friday, June 14, 2019*

Hand delivery is accepted until 4:00pm on Wednesday, June 19, 2019 at Charlestown City Hall, located at 304 Main Cross Street, Charlestown, IN. Attention: Parade Chairman.

- 3) *Completion and submission of this form registers the individual or group named below to participate as an entry in the 2019 Charlestown Founder's Day Celebration Festival Parade to be held on Saturday, June 22nd, 2019 beginning at 10:30 a.m. EDST. You will receive a confirmation form to be completed and returned at check-in the day of the Parade.*

INDIVIDUAL or GROUP NAME:

Mailing Address:

Contact Name(s):

Contact Phone #1: _____ Contact Phone #2 _____

Contact Email Address: _____

Is this entry entering in the Parade Float Contest?

(Check "yes" or "no" to the right, if yes, review Float Contest rules for eligibility and requirements):

YES: _____ NO: _____

For media & announcer purposes: How do you want us to describe your Group or Organization?

Total number of people participating with this entry during the parade: _____

Required staging area (in feet) for this entry: _____