



2009 Kenosha Civic Veterans Parade Application

Your completed application must be received at the Kenosha Municipal Building, Room 300, **NO LATER THAN 4:30PM, FRIDAY, MAY 15, 2009** (PARADE DAY: Sunday, July 5, 2009)

2009 Parade Theme: Celebrating Lincoln's Bicentennial!

Print Name of Entry (Corporation/Group/Individual/Organization)

KEY CONTACT:		
Leader who will receive all KCV Parade instructions. It is their responsibility to ensure every person in this Entry is aware of and abides by this Application and KCV Parade Rules and Regulations.		
—		
Name		
—		
Telephone: Daytime	Evening	Fax
—		
Mailing Address		Postal Code / Zip Code
All parade correspondence may be sent by email (if applicable), but a mailing address is also required.		
—		
Email Address		

APPLICATION FEES (make check payable to City of Kenosha):

Business, commercial (any unit that advertises via radio, TV, or printed form, billboard or via the mail)	\$150
Civic organizations, houses of worship, clubs (including scout troops, car clubs, hobbyist clubs, etc.), nonprofit organizations [(501(c)(3) proof required]	\$25
Municipal entrants such as police & fire depts., elected officials and candidates, and veterans groups	\$0

ENTRY DETAILS:

1. Category:

- | | | |
|-------------------------------------|--------------------|-------------------------|
| Honor/Color Guard | Horse Drawn Float | Misc. Horse Entry |
| Corporate Float | Non-profit Float | Marching Unit |
| Cultural Float | Heavy Horse Hitch | Religious Organization |
| Antique, Classic Car/
Motorcycle | Comic/Novelty Act | Sport-Related |
| Youth Service Org. | Adult Service Org. | Educational Institution |
| Uniformed Personnel | Political Entry | |

2. Total number of people in entry _____

3. Total number of rolling units in entry _____

4. Total number and type of animals in entry _____

5. Type of sound system: None Recorded Music Live Performer(s) Sound Effects

6. Floats: Self-Propelled Towed

Type of towing unit: _____ (Tow vehicles **must** be fully decorated to accent and complement the entry with crepe paper, flowers, bunting, etc. A car or truck with a sign is not a float.)

Total length: _____

Height: (Max. 12') _____ Width: _____

7. IMPORTANT: Describe your proposed participation and how you will incorporate the **Celebrating Lincoln's Bicentennial** theme.

8. Do you charge a performance fee? No Yes If yes, what is your fee? _____
(Due to severe budget constraints, the KCV Parade cannot increase payments over your 2008 fee.)
If you are charging a performance fee, attach your W-9 or provide your Social Security No.:

To whom should the check be made payable? _____

PLEASE READ CAREFULLY BEFORE SIGNING: On behalf of the Firm/Organization/Individuals noted above and all persons in the Entry described above, I the undersigned, have been given the authority to sign on behalf of the Entry and all persons directly and indirectly related to the Entry and I have read and agree to comply with the Kenosha Civic Veterans Parade Rules and Regulations and all directions of Parade officials. I further agree that neither the Kenosha Civic Veterans Parade, the City of Kenosha, the County of Kenosha, nor any of their directors, officers, volunteers, agents, employees, committees or contractors will be liable for any injury to any persons and/or damage to any property suffered in connection with the Parade and related activities, including but not limited to parade set-up, parade staging, on-route operations and parade dispersal, howsoever caused and I agree to indemnify, release and hold harmless each of them from any and all claims for injury or damage. I further agree that I hereby grant the Kenosha Civic Veterans Parade and its legal representatives and assignees the irrevocable and unrestricted rights to use and publish photographs or video of this Entry and the Entry's participants, or persons accompanying it, for editorial, trade, advertising and any other purpose and in any manner or medium. I hereby release the Kenosha Civic Veterans Parade and its legal representatives and assignees from all claims and liability relating to said photography and/or other video imaging processes. I further undertake to provide all persons directly or indirectly related to this Entry with a copy of this signed Application Form and the KCV Parade Rules and Regulations.

Date

Signature

Print Your Full Name

APPLICATION CHECK LIST:

Have you

- Completed the Application Form
- Signed the Application Form
- Completed the Media Sheet
- Attached Your Application Fee

- Read & Accepted the Rules & Regulations
- Provided Your W-9 or S.S. Number If You Are Charging a Performance Fee
- Provided proof of your 501(c)(3) Status If Applicable

SUBMITTING YOUR APPLICATION: Read the attached Rules & Regulations, then complete, sign, and submit this Application Form, tax documents (if required), and Application Fee (check payable to "City of Kenosha") to: Kenosha Civic Veterans Parade, Room 300, Municipal Building, 625 52nd Street, Kenosha, WI 53140. **Applications must be submitted no later than 4:30pm, Friday, May 15, 2009. Exceptions will not be made.**

Note: Your Application Form does not guarantee acceptance into the Kenosha Civic Veterans Parade. If accepted, a Parade Permit will be issued.

OFFICE USE ONLY		
Name of Entry (Corporation/Group/Individual/Organization) _____		
Permit No. _____	Division: _____	Date Received: _____
____ Accepted		
____ Declined. Explain: _____		



2009 Kenosha Civic Veterans Parade Media Information Sheet

Please limit all submissions to a maximum size of 8-1/2 x 11

This sheet, along with a photograph or suitable artist's rendering of your entry, MUST accompany your application (due May 15, 2009). All photographs, sketches and other renderings submitted become the property of the Kenosha Civic Veterans Parade. This information is read by parade announcers, so be sure to write quality copy (complete sentences, no abbreviations, etc.).

Print Name of Entry (Corporation/Group/Individual/Organization)

—
City/Town Entry is From

Narrative Description: (Read by Parade Announcers)

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—
—
—
—
—
—

Background:

Entry Theme/Message: _____

Builder of Entry: _____

People within Entry (i.e., names/titles) _____

Key Contact's Relation to Entry (i.e., Founder of this group)

Is this the first year for this entry? ___ Yes ___ No
If no, how many Kenosha Civic Veterans Parades has this entry participated in? _____

Prizes awarded in 2007 or 2008 parades:

History of Group/Entry, etc.:



2009 Kenosha Civic Veterans Parade Information, Rules and Regulations

Established for the purpose of the safety of spectators, entrants, and animals!

TO ENTER: Entries are by invitation and/or application approved by the Kenosha Civic Veterans Parade.

APPLICATION CLOSING DATE: Your **complete** application must be received by Friday, May 15, 2009. **Late or incomplete applications will not be accepted.**

SAFETY: All participants are responsible for ensuring that the design and operation of their entry is safe and reliable.

SPONSORSHIP / COMMERCIALISM: Recognition of commercial sponsors of your entry is acceptable, provided that it is done tastefully and the commercial message does not dominate the entry.

POLITICAL ENTRIES: Floats will be accepted only on behalf of the Democratic Party, the Republican Party, or an independent/third party who is eligible for Federal matching campaign dollars. Elected officials and political candidates are permitted to participate.

1. Your completed, signed, and submitted Application Form is your acceptance of, on behalf of your entry and all your entry's participants, all Kenosha Civic Veterans Parade Rules and Regulations.
2. The KCV Parade determines location of all entries in the parade and the entry **MUST** maintain that position throughout the parade unless otherwise directed by a parade official or parade marshal.
3. Parade movement: All entries (including marching bands), must be willing and sufficiently physically fit to maintain both the parade pace (approximately 2 mph) and spacing. Entries unable or refusing to maintain parade walking pace and/or spacing as directed by parade officials will be removed from the parade route. Entries must not slow from the parade pace at the reviewing stand.
4. All entries, including personnel, must be in position by 1pm on parade day. In some cases, parade officials may direct earlier positioning and/or judging.
5. All animal entries must be followed by pooper-scoopers.
6. Parade officials will, in most cases, reject any entry on parade day that does not meet the regulations or conform to the description on their parade application.
7. Support vehicles such as cars, buses, trucks and trailers are NOT allowed in the parade route. These vehicles must be promptly unloaded and proceed to the dispersal parking area at 56th Street and 3rd Avenue.
8. All instructions of parade marshals and officials must be obeyed. Failure to do so will result in removal from the parade and may jeopardize participation in future KCV Parades. Safety is our first priority - yours and our spectators! Parade officials and parade marshals reserve the right to remove any entry, at any time, whether due to safety concerns, interference with the parade's progress, or any other reason.
9. The KCV Parade has a zero tolerance policy for those choosing to abuse our volunteers or our entries. Please promptly report violators to parade officials on route (or afterwards to the parade organizer).
10. All entries are prohibited from throwing or otherwise distributing materials along the parade route, before or during the parade.
11. The use of noisemakers or band practice is forbidden near animals. The firing of firearm blanks and fireworks are not permitted anywhere at any time.
12. Alcoholic beverages and prohibited drugs are forbidden. Participants whom parade officials believe have consumed alcohol or prohibited drugs prior to or during the parade will be ejected from the parade.