



January, 2017

Dear Parade Applicant:

On Tuesday, July 4, 2017, the City of Fairfax will be presenting, through the Parks & Recreation Department and the Independence Day Celebration Committee, their 50th Independence Day Parade. We are pleased to provide your organization with a parade application and a copy of the rules and regulations. The deadline to return the parade application is April 1, 2017.

The following instructions will help you complete the parade application form. **Submitting an application does not guarantee acceptance to participate in the parade.** All applications will be reviewed by the Independence Day Celebration Committee (IDCC). Applicants will be notified of entry status in May 2017.

The Independence Day Celebration Committee (IDCC) will be offering a \$150 incentive to any organization/business submitting an application to enter a float in the parade. Please refer to the enclosed for more information about this fun opportunity to participate in the parade.

Step 1 – Fill in the appropriate information.

Step 2 - Participant Categories - please mark the correct units within your group that will be marching in the parade; there is no limit to the number selected. If you have multiple categories, please indicate on a separate sheet of paper which units go with which categories and the order of line-up within your organization. Please note: Marching Unit/Adult must have participants in uniform or costume in order to be considered for participation. Also, all vehicles, floats and bicycles must be decorated.

Step 2A – Non-Judged Categories – if none of the categories in Step 2 match the unit(s) you are entering in the parade, chances are your group is considered a non-judged category (beauty queen or operative fire and rescue apparatus). Please mark the correct entry and proceed to Step 4.

Step 3 – Judging Categories – Choose one category to be judged from the ones you selected in Step 2 above. If you selected **five or more** participant categories from Step 2, you may choose two categories in which to be judged.

Step 4 – In order to provide the IDCC Selection Committee, the Parade MC and the Parade Television Announcers with the most current information about your group or organization, please complete the detailed group/organization information on the reverse side of the application. The parade will be televised on Channel 12. Take this opportunity to blow your own horn or for those musically inclined sing your own praises!

Thank you for your cooperation. If you have any questions, please do not hesitate to contact Katie MacCammon at 703/385-1710 or via email at katherine.maccammon@fairfaxva.gov.

Sincerely,

Mitzi Taylor

Mitzi Taylor
City of Fairfax Parks & Recreation
Event and Athletic Manager

Enclosures

**City of Fairfax Independence Day Parade 2017
RULES AND REGULATIONS**

All participants in the parade will adhere to the following rules and regulations. Failure to do so will result in disqualification from competition in any of the parade categories and future parades. Thank you for your cooperation.

PARADE WILL BE HELD RAIN OR SHINE - TUESDAY, JULY 4, 2017, 10 A.M.

1. **Submitting an application does not guarantee acceptance to participate in the parade.** Applications are due April 1, 2017. All applications will be reviewed by the Independence Day Celebration Committee (IDCC). Applicants will be notified of entry status in May 2017.
2. Once an applicant is selected to participate in the parade, additional units affiliated and/or not affiliated cannot be added.
3. All participants must complete the unit description on reverse of entry form to aid selection process. Please list in detail, on a separate sheet of paper, the unit, the category, and the order of line-up within your organization. Example: *Antique Vehicle - 1966 Ford Mustang, *Marching Unit/Youth - Girl Scout Troup 123, *Vocal Group - Harmony Singers.
4. All parade entries must be in good taste and contribute an entertainment value to the 2017 parade theme "Celebrating 50 Years". Participants must be dressed in uniform/costume or ride in a decorated vehicle, float or bicycle.
5. Groups that include children under age six (6) must have a decorated vehicle available for children's transport.
6. All units must keep moving and in the line of march at all times. **Units must not stop on the parade route at any time. Intentional delay or stopping will not be allowed and could result in disqualification of judging and future parade participation.**
7. Invited political dignitaries by the Mayor must ride in convertible provided and may not have walkers with them.
8. Distribution of Items:
 - a. **Parade participants must not, under any circumstances, throw or eject anything to spectators from parade units.**
 - b. Parade units may have individual(s) walk alongside and distribute candy, flags, coupons, or merchandise to spectators along the route as long as they are adjacent to the spectators and do not throw the items. Political dignitaries invited by the Mayor are not allowed to have walkers, must ride in vehicle provided and may not distribute anything on the parade route.
9. All Floats or Vehicles require decoration relevant to the parade theme.
10. **ALL equestrian units** are required to provide adequate clean-up detail(s).
11. Parade units may not exit the parade prior to the end of the parade route.
12. The following awards will be given – please note: Judges forms are not available to parade participants.
 - a. The Mayor & City Council, IDCC, and High School Marching Band awards will be given at the evening show at Fairfax High School, 3501 Rebel Run, Fairfax, VA. Award winners will be notified via telephone the afternoon of July 4.
 - b. 1st, 2nd, 3rd place and Honorable Mention category awards will be mailed to winners after the parade.
13. Coordinators of the parade are the City of Fairfax Parks & Recreation Department and the IDCC.

**CITY OF FAIRFAX
INDEPENDENCE DAY PARADE APPLICATION FORM**
Parade Date: Tuesday, July 4, 2017
Theme: "Volunteers Light of Fairfax"

Application acceptance is based on entertainment, variety and adherence to guidelines. Photographs are encouraged. Submitting an application does not guarantee your group/organization acceptance to participate in the parade. All applications will be reviewed by the Independence Day Celebration Committee. All applicants will be notified of entry status in May 2017. Questions? Call 703/385-1710 or via e-mail to katherine.maccammon@fairfaxva.gov. (PLEASE FOLLOW THE STEPS TO COMPLETION)

STEP 1 (please print or type the following information)

NAME OF GROUP: _____

CONTACT: _____

MAILING ADDRESS: _____
(Street) (City/State) (Zip)

TELEPHONE: (Home) _____ (Work) _____ (Cell) _____

E-MAIL ADDRESS: _____

NUMBER OF INDIVIDUALS IN GROUP: _____ (Children under 6 yrs. must have accompanying vehicle)

NUMBER OF VEHICLES GOING THROUGH PARADE: _____ Description: _____

IF PLAYING/PERFORMING MUSIC, WILL IT BE AMPLIFIED? YES _____ NO _____

DOES YOUR GROUP REQUIRE PAYMENT TO PARTICIPATE? YES _____ AMOUNT \$ _____, NO _____

AGAIN THIS YEAR - WOULD YOUR GROUP LIKE TO PARTICIPATE IN THE FLOAT INCENTIVE OPPORTUNITY? YES _____ NO _____

FIRST TIME IN PARADE (please check if yes)

STEP 2

PARTICIPANT CATEGORIES
(mark all that are appropriate)

- Antique Vehicle/Antique Fire Apparatus
(Make, Model & Year _____)
- Clowns
- Color Guard
- Drill Team
- Drum Corps/Drum & Bugle Corps/Fife & Drum/
Bag Pipe
- Equestrian
- Float
- Marching Band (Professional)
- Marching Band (Schools/Community)
- Marching Unit/Adult
- Marching Unit/Youth
- Musical Group
- Novelty
- Scouts (Boys & Girls)
- Vocal Group

STEP 3

JUDGING CATEGORY
(mark **ONLY ONE** category **UNLESS** you have 5 or more participant categories then select 2 judging categories)

- Antique Vehicle/Antique Fire Apparatus
(Make, Model & Year _____)
- Clowns
- Color Guard
- Drill Team
- Drum Corps/Drum & Bugle Corps/Fife & Drum/
Bag Pipe
- Equestrian
- Float
- Marching Band (Professional)
- Marching Band (Schools/Community)
- Marching Unit/Adult
- Marching Unit/Youth
- Musical Group
- Novelty
- Scouts (Boys & Girls)
- Vocal Group

STEP 2-A (proceed to STEP 4)

NON-JUDGED CATEGORIES

Beauty Queen (name) _____

Operative Fire & Rescue Apparatus (limited to two) _____
Description

STEP 4 - PLEASE COMPLETE INFORMATION ON REVERSE SIDE OF FORM

STEP 4

If accepted into the parade, the following information will be used by the IDCC Selection Committee, Parade Television Announcers and the Parade MC. Please include colorful details when describing your group/organization and/or include photographs. Please note the details you provide us with will be aired on TV Channel 12.

NAME OF GROUP/ORGANIZATION: _____

WHEN WAS GROUP/ORGANIZATION FORMED? _____

HOW MANY YEARS HAS GROUP/ORGANIZATION PARTICIPATED IN THIS PARADE? _____

DESCRIPTION/HISTORY OF GROUP/ORGANIZATION

LIST OTHER EVENTS GROUP/ORGANIZATION HAS PARTICIPATED IN: _____

LIST AWARDS WON BY GROUP/ORGANIZATION: _____

RETURN COMPLETED FORM TO:

(MUST BE RECEIVED NO LATER THAN 4/3/17)

WAIVER: I have read all regulations and information pertaining to participation in the INDEPENDENCE DAY PARADE and hereby waive any claim against, and agree to hold harmless the City of Fairfax and the Parks & Recreation Department, and their employees and volunteers, from any and all liability for damages or injury incurred during participation in the INDEPENDENCE DAY PARADE.

Signature: _____

Date: _____

City of Fairfax Parks & Recreation
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Fairfax, VA 22030
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