



**Perrysburg Bicentennial Parade
Presented by The Rotary Club of Perrysburg
Saturday, July 2, 2016**

Bicentennial Parade Policies and Procedures

Perrysburg will celebrate its Bicentennial on April 27, 2016. In commemoration of this historical milestone, the community will celebrate and recall its history throughout 2016. Included in the celebration will be a ***Bicentennial Parade on July 2, 2016*** presented by The Rotary Club of Perrysburg. The Bicentennial Parade themes will be the history of Perrysburg, coupled with patriotism (due to the subsequent July 4th holiday).

Chairs: Bob and Jackie Venzel

Applications:

1. Parade application forms can be downloaded from:
 - Perrysburgbicentennial2016.com
 - perrysburgrotary.org
 - The Perrysburg Messenger Journal office, 117 E. Second Street
 - Via email request to bicentennialparade@perrysburgrotary.org
2. All applications must be postmarked or returned by May 31, 2016 to: Parade Perrysburg Rotary, P.O. Box 442, Perrysburg, OH 43552.
3. A separate application must be submitted in writing for each parade entry.
4. **Only pre-registered parade entry's will be permitted to participate in the parade. There will be no exceptions.**
5. All parade entries must provide a cell phone number for the on-site person who will be responsible for the parade entry.
6. Submission of an application does not assure entry into the parade. Acceptance is based on appropriateness & creativity to the themes of the parade (Perrysburg history and patriotism), entertainment value, and number of like entries. The use of creativity in the design and execution of an entry is encouraged.
7. The Bicentennial Parade Committee shall determine final parade entries. Anyone denied entry will be notified by phone, email or mail.

Fees:

Applications accepted for participation will be required to pay an entry fee based on the following:

1. If specifically contracted to participate in the parade - NO FEE
2. Non-Profit (must provide non-profit status and may not "sell" or "lend" their status to a

- for-profit entity) - \$20
- 3. Non-Commercial - \$25
- 4. Commercial (businesses and for-profit companies) - \$35
- 5. Tax supported or governmental units or military related units - NO FEE

Payment must be received with your application. Please make checks payable to Perrysburg Rotary Service Foundation.

The Perrysburg Bicentennial Parade has a "Rain or Shine" policy and thus, there will be no refunds. Should the parade be canceled due to unforeseen circumstances prior to step-off, then parade entry fees will be refunded 100% within 60 days.

Parade Route

The Perrysburg Bicentennial Parade route will be announced at a later date. It is anticipated that the parade route will be longer than typical Perrysburg parades.

Parade Packets

A Parade Participation Packet will be prepared for each parade entry. Please pick up your entry packet at the Perrysburg Messenger Journal, 117 East Second Street on or after June 17, 2016, Monday - Friday, between 9 am and 4 pm. Your Parade Participation Packet will include the following:

- Parade Participant ID Number
- Parade Stage Number and Staging Location
- Vehicle passes, if indicated. Only vehicles with passes will be permitted in the staging/line-up area.

Parade Staging & Line-Up

1. Parade will step off promptly at 10:00 am.
2. The staging area will be announced at a later date when the parade route has been finalized.
3. Pre-registered parade entries may enter the staging area no earlier than 7:00 am and must be in position no later than 9:45 am.
4. Only parade vehicles actually registered to be in the parade will be permitted in the staging area.
5. There will be an assigned order to the parade line-up.
6. Parade Volunteers will be available throughout the staging period for assistance.

General Parade Rules and Procedures:

1. All parade participants, unless specifically otherwise permitted by the Parade Committee, must be a moving/marching routine.
2. All parade participants must be capable of maintaining the parade pace. No child under five years of age will be permitted to walk in the parade due to the extended length of the parade. However, children under the age of 5 may ride on floats, vehicles, carriages or bicycles under adult supervision.
3. **Perrysburg Rotary is a non-political organization. No current (as of July 2, 2016) individual political candidate or his/her campaigners or campaign vehicles will be permitted in the parade. However, locally elected office holders in office as of**

July 2, 2016 may submit an application to participate in the parade.

4. Special consideration will be given to those entries providing some sort of musical offering during the parade.
5. Motorized entries (floats, cars, wagons, etc.) are permitted.
6. Marching units and walking entries are permitted to have one support vehicle. You must describe your support vehicle on your application to be eligible to have a support vehicle in the parade.
7. A banner placed on your entry or preceding your entry is permitted. There is no size limit on banners. Banner carriers must be capable of maintaining the parade pace.
8. Bike riders must adhere to State and local laws regarding helmets.
9. Materials used in each entry should be fire-retardant and not of a dangerous nature. An on-board Fire extinguisher is highly recommended and mandatory if portable generators are used.
10. All parade participants shall be required to adhere to the provisions of the State of Ohio Concealed Weapons Requirements.
11. Smoking is not permitted on floats, by parade participants and/or during the staging or on the parade route.
12. Consumption of alcohol by parade participants during staging or on the parade route is strictly prohibited.
13. Walking units must accompany a float and/or provide an entertainment value such as performing a mobile routine, clowning, drill team, cheerleading, handling a large balloon or inflatable, or use creative costuming.
14. All animals must be restrained and controlled at all times by the authorized operator and the operator is responsible for the removal and/or cleanup of all animal waste.
15. Adherence to the City's "Exotic Animal Ordinance" is required.
16. Horse drawn entries are permitted in the parade only after submitting a detailed application and insurance certificates.
17. No handouts or giveaways of any kind are permitted during the parade, with the exception of candy.
18. Parade participants may pass out small, wrapped pieces of candy along the parade route. No person may pass out, toss or throw candy from a vehicle, float, bicycle or other conveyance, whether moving or stopped. Only persons walking in the parade route may pass out candy. No person shall toss or throw candy toward any other person under any circumstances.
19. The Perrysburg Rotary Parade Committee reserves the right to determine what constitutes an appropriate entry for the parade based upon parade theme.
20. Entries may be sponsored by an individual business or businesses in a mutual association.
21. A logo or business name may be used on an entry; however, the entry may not be used primarily for advertising purposes and must be in keeping with the spirit of the parade.

Thank you for your participation!