



## FOUNDERS' DAY PARADE POLICIES & PROCEDURES

**Parade Date:** Saturday, August 18, 2018 (Founders Day Weekend)

**Parade Start:** 10:00 a.m.

**Parade Theme:** Sandusky Through the Ages

**Parade Chairs:** Maris Brenner & Steve Ernst

### APPLICATIONS

- Parade applications can be obtained from and returned to:
  - Online: [Sandusky2018.com/Parade](http://Sandusky2018.com/Parade)
  - In-person:  
City Managers Office, 2<sup>nd</sup> Floor  
222 Meigs Street  
Sandusky, OH 44870
- **All applications must be received by Monday, June 18, 2018.**
- All parade entries must have a designated contact person that is reachable prior to and during the parade. Please provide a working cell phone number for your contact person.
- ***Submission of an application does not assure entry into the parade.*** Acceptance is based on appropriateness and creativity to the theme of the parade, entertainment value, story value, and the number of similar entries.
- Each selected entry will be assigned a parade liaison who will serve as your point of contact prior to the parade date.
- The Bicentennial Parade Committee shall determine final parade entries. Any application denied acceptance into the parade will be notified by both phone and email and refunded any deposit.

### ENTRY FEE

- Businesses and Corporations or Professional Organizations - \$75.00
- Schools, Non-Profit Organizations, Civic Organizations - \$30.00

*\*\*Non profits may not sell or lend their non-profit status to a for-profit entity for the purpose of a parade entry.*

- Military, Tax-Supported, Bicentennial Sponsor - Free

*Payment must be received with your Application. Please make checks payable to the Sandusky Bicentennial Commission.*

## PARADE ROUTE

The Bicentennial Parade route will begin at Strobel Field (Sandusky High School) on Camp Street and travel down Hayes Avenue to the Jackson Street Pier. Grand stands will be located in the Washington Park area.

## PARADE PARTICIPATION PACKETS

A participation packet will be available to all accepted entries on Wednesday, July 18. Packets can be obtained from the City Managers Office located on the 2<sup>nd</sup> floor, 222 Meigs Street, Sandusky, OH 44870. Packets will include:

- Participation ID Number
- Staging Area Assignment
- Order in the Parade
- As appropriate, any Vehicle or Special Needs Pass

## PARADE STAGING AND PARKING

- Pre-registered parade entries may enter their staging area no earlier than 7:00 am and no later than 9:15 am.
- Specific staging locations will be announced and provided after June 18, 2018. NOTE: these are tentative staging locations. Final staging locations will be included in participant packets.
- Only registered parade vehicles will be allowed in the staging areas. Off-site parking for participants will be available with a shuttle service to the staging areas.
- There will be an assigned order to the parade line-up.
- Parade volunteers will be available throughout the staging period and will be wearing bright red t-shirts.

## GENERAL PARADE RULES & PROCEDURES

- All parade participants, unless otherwise permitted by the Parade Committee, must be a moving / marching routine.
- The parade will step off promptly at 10:00 am on Saturday, August 18, 2018.
- All parade participants must be capable of maintaining a forward parade pace.
- No child under the age of 5 will be permitted to walk in the parade.
- Children under the age of 5 must have supervision if sitting on a float or vehicle.
- Political candidates, campaign vehicles or registered political groups will not be permitted in the parade.
- Current political office holders may submit an application to participate in the parade.

- Special consideration will be given to those floats or entries which include some sort of music or entertainment.
- Motorized vehicles (cars, floats, wagons, etc.) are permitted with an approved application.
- Marching units and walking units are permitted to have one support vehicle. You must describe your support vehicle in the application.
- A banner preceding your group is permissible. If your banner is being carried, the carrier must be able to maintain a parade pace. NOTE: Uniform sandwich boards introducing each parade entry will be along the parade route.
- All parade participants must adhere to the Ohio Concealed Weapons Laws.
- Materials in all entries must be fire retardant.
- An on board fire extinguisher is highly recommended and mandatory if portable generators are to be used.
- Smoking is not allowed near the floats or in the staging areas.
- Walking units connected to or accompanying a float entry must stay with their float and have an entertainment value such as balloon man, stiltman, or creative costumes.
- Adherence to the City's "Exotic Animal Ordinance" is required.
- Consumption of alcohol by parade participants during staging or on the parade route is prohibited.
- All animals must be restrained and under control both in the staging area and on the parade route.
- No person or entry may throw or toss candy or other items from the parade route.
- Handing out candy is permitted. If handing out candy, it must be wrapped and can only be handed out by walkers along the route. Those handing out candy must keep up with their parade entry. These participants must be in costume or clearly a part of that entry.
- No hand outs of any kind may be distributed during the parade route.
- The Bicentennial Parade Committee, with the assistance and support of the Bicentennial Commission, reserves the right to determine what constitutes an appropriate entry to the parade based on the theme and the number of entries.
- A logo or business name may be used on floats or on an entry for story telling or theme purposes. Direct advertising messages will not be accepted.

Send questions by email to: [mspriggs@ci.sandusky.oh.us](mailto:mspriggs@ci.sandusky.oh.us) or [mbrenner1229@icloud.com](mailto:mbrenner1229@icloud.com)