

**Nokesville Day Parade
May 18, 2019
PACKET**

This is a RAIN OR SHINE Event!

Included:

- Application (to be returned by 5/4/19)
- Agreement (to be returned by 5/4/19)
- Media Sheet (to be returned by 5/4/19)
- Prince William County Code
- Your Information for Day of Parade (one page for you to read & keep – includes information and Parade Committee Contact Info.)

Return copies of the Application, the Signed Agreement and Media Sheet to:
Friends Uniting Nokesville or email to dona.swanson@gmail.com
PO Box 461
Nokesville, VA 20182
By Saturday, May 4, 2019

Please note:

Mandatory Parade Participant's Meeting
Wednesday, May 15, 2019
6 p.m.
Windy Knoll Farm
11602 Kettle Run Road
Nokesville, VA 20181

This is a seven-page document

APPLICATION

**Annual Nokesville Day Parade
Parade Group/Unit Application**

Saturday May 18, 2019 – Line-Up Time: 9:00 a.m.. – Start-Time: 11:00 a.m.

Name of Organization: _____

Mailing Address: _____

Contact Person Day of Parade: _____

Phone Number/Text: _____

E-mail Address: _____

Check One Category:	# Performing	# Vehicles (limit 5)	Total Length (ft.)
<input type="checkbox"/> Band	_____	_____	_____
<input type="checkbox"/> Dance	_____	_____	_____
<input type="checkbox"/> Equestrian/Animals	_____	_____	_____
<input type="checkbox"/> Step Team	_____	_____	_____
<input type="checkbox"/> Cheerleading Group	_____	_____	_____
<input type="checkbox"/> Vehicle Group/Motorized unit	_____	_____	_____
<input type="checkbox"/> Float	_____	_____	_____
_____ Business	_____	_____	_____
_____ Club/Youth/Church	_____	_____	_____
<input type="checkbox"/> Majorette Group	_____	_____	_____
<input type="checkbox"/> Marching Group	_____	_____	_____
<input type="checkbox"/> Fire/Rescue Equip. (no more than 8)	_____	_____	_____
<input type="checkbox"/> Other	_____	_____	_____

Unit Description: _____

Application, Agreement, and Media Sheet DEADLINE: Saturday May 4, 2019

MAIL TO: Friends Uniting Nokesville or **EMAIL TO:** dona.swanson@gmail.com
P. O. Box 461
Nokesville, VA 20182

Questions, please contact: Mark Olsen 703-928-3993 or Dona Swanson 571-535-6576

AGREEMENT

Annual Nokesville Day Parade

Saturday, May 18, 2019

Line-Up Starts at 9:00 a.m.. @ BDHS

Parade Start Time 11:00 a.m.

The Nokesville Community Events Committee seeks to provide an annual event that is both entertaining and safe for all participants and spectators. To achieve these goals, it is necessary to have basic rules that govern the event. All Parade Unit Applications must include this agreement signed by an authorized group leader.

Please read carefully these rules and regulations:

- **The Nokesville Events Committee has the right to establish the Parade theme, determine the number of entries, select and reject participants at its sole discretion, and control Parade operations on the day of the event. All participants must be approved in advance by the Events Committee.**
- **All entries must represent an organized and recognized community, neighborhood, business, family, or non-profit group.**
- **Each Parade group/unit must be properly identified by a sign or banner carried by a walker or mounted on the front of the unit.**
- **Parade entries must be costumed/designed appropriate to the theme of the Parade. All participants in a group/unit must contribute to the theme.**
- **All groups/unit entries (e.g. bands, scout troops, etc.) must be uniformly dressed to participate in the Parade.**
- **Parade participants may not sell, or offer for sale, any commodity, service, food or drink while en route.**
- **For safety reasons, Parade participants may not throw any item toward spectators including, but not limited to candy, flowers, leaflets or promotional items. However, you may walk along with your group and hand things out.**
- **Vehicles that are not an integral part of carrying out a group's Parade theme may not accompany the group/unit along the Parade route.**
- **For safety reasons, children under the age of 6 shall not walk in the Parade. They are invited to ride on floats or other vehicles that are integral to carrying out a group's Parade theme.**
- **Performance and time restraints: ****IMPORTANT:** This section only applies if you checked on the application that your Group/unit will be performing. SEE "INFORMATION FOR DAY OF PARADE" sheet!**

Continued on next page

Please note: Signatures are required in both sections, below.

By signing below, I _____ an authorized
(Print name)

representative of _____
(Print name of Group/Unit)

do hereby agree that the group/unit I represent, and all of its members/representatives who participate in the Nokesville Day Parade, will abide by the terms of this Participation Agreement. I further agree that failure to abide by this agreement may result in removal from the Parade formation and /or not being accepted for participation in future Parades.

Signature and Title Date

By signing below, I/We agree and understand that the Nokesville Day Events Committee is not liable for injury to persons participating in the parade, spectators or damage to vehicles or personal property. Further, we have reviewed the information provided by the Events Committee including, but not limited to, the rules and policies set forth in the Parade Participation Agreement and agree to comply with them as prescribed, and to indemnify and hold neither Friends Uniting Nokesville nor the Nokesville Events Committee, harmless from any and all liability arising from our participation in the Parade.

(Signature and Title of person submitting information) Date

**Please return the signed Agreement, the Application & the Media Sheet to:
Friends Uniting Nokesville or email to dona.swanson@gmail.com
PO Box 461
Nokesville, VA 20182**

Please sign this page of Agreement & return by Saturday May 4, 2019 with Application & Media Sheet

MEDIA SHEET

**Annual Nokesville Day Parade
Saturday, May 18, 2019
11:00 a.m..**

Unit Name:

Name of Leader/Band Leader/Choreographer for your group's performance in the parade:

Sponsoring Organization (if different from above)

Information You Would Like Announcer to Make About You/Your Group/Unit (short message)

Bands: Musical Selections you will play?

Equestrians: What kind of horses?

Other Animals: Description

If we have questions, whom should we contact? (Name and Cell Phone Number please):

Please return this **Media Sheet**, the **Application** and the **Signed Agreement** by **5/4/19** to:

**Friends Uniting Nokesville
PO Box 461
Nokesville, VA 20182**

or Email to dona.swanson@gmail.com

PRINCE WILLIAM COUNTY CODE

Animals are not allowed to urinate or defecate on public property or property of another.

It shall be unlawful for any person knowingly or willingly to allow any animal belonging to that person to urinate or defecate on any public property, or the property of another without the consent of the owner of the property or his agent, provided that it shall not be unlawful to allow urination or defecation by such animal within curb or gutter area of a public street or roadway, and provided that defecation by an animal on public property shall not be unlawful if the owner of the animal removes the animal's excrement immediately and disposes of it in a public trash receptacle or in a public sanitary sewer, or on the owner's own property in a lawful manner.

Your INFORMATION FOR DAY OF PARADE

Saturday, May 18, 2019

Line-up Time Starts: 9:00 a.m.. @ BDHS – Parade Start Time: 11:00 a.m.

Please read and keep this page for reference.

PERFORMANCE & TIME RESTRAINTS:

Performing “routines” that require the full forward movement of the group/unit to stop or go to half step are not allowed except in the following situations:

- When forward movement of the entire Parade has come to a halt, performances may be carried out. However, once the Parade has begun a forward movement, the performing group/unit shall IMMEDIATELY move forward. **Groups/Units must keep up with the forward movement of the Parade and maintain the designated gap with the group/unit in front.**
- “Beginning of performance” is defined as ANY HALTING of the forward movement of the group/unit in preparation for the performance. Marching at half-time to allow the setting up of props will not be allowed.
- “End of performance” is defined as when the group/unit has faced down the Parade route and started marching forward. HESITATION THEREAFTER will NOT BE ALLOWED!
- Only PROPS hand-carried by the performers along the entire Parade route will be allowed during their performance.
- PARADE MARSHALS will be stationed along the entire Parade route to assure safety, security and the continuous forward movement of the Parade. These individuals will be dressed in attire that will be easily recognized. Groups/Units creating gaps after having been warned by the Parade Marshals may be asked to exit the Parade.

HANDOUTS: Distributing of literature is discouraged. **Handing out** candy or other items along the parade route is permitted provided it is **handed** to an individual. Throwing of candy or other items from vehicles is not permitted. Failure to follow these rules will result in immediate removal from the parade.

Groups/Units failing to obey directions from the Parade Marshals may be pulled out of the Parade. Continued disobedience of the directives may result in exclusion of the Parade.

At the **Mandatory Meeting for Parade Participants** to be held at Windy Knoll Farm, 11602 Kettle Run Road, Nokesville at 6 P.M. on **Wednesday May 15th**, you will be given additional details regarding your participation in the parade.

Note: Your line-up number will be given to you at the meeting. On Saturday, you will proceed directly to BDHS to line up. Parade personnel in the school parking lot will be available to help.

Line-up starts at 9:00 a.m. at Brentsville District High School

Parade Committee Information:

Mark Olsen 703-928-3993 mbolsen@gte.net

Dona Swanson –571-535-6576 dona.swanson@gmail.com