

# 2010 PARADE GUIDELINES



Volksparade - Wednesday, May 5, 2010 - 2:00 PM

Kinderparade - Thursday, May 6, 2010 - 2:00 PM

Muziekparade - Saturday, May 8, 2010 - 2:00 PM

The parades held during the Tulip Time Festival are designed to highlight the unique Dutch character of the festival. Entries must be for the express purpose of enhancing and promoting the Parades and the Festival, and will comply with the established guidelines. The Parade Committee reserves the right to determine if entry applications are in the best interest of the festival.

**Please read through ALL of the following guidelines to ensure that your application is processed as quickly as possible.** Any deviations from the originally accepted application, or violations of the stated guidelines could result in your unit's exclusion from the parade.

## **GENERAL GUIDELINES:**

- 1) **Each unit must maintain a forward momentum**, and may not slow or stop the parade in any way. Units may not stop to perform anywhere along the route, including for the television cameras, unless directed to do so by a Parade Marshal. The **distance between units will be set by our Parade Marshals, and must be maintained**. If a gap develops, the unit must re-establish the distance between their unit and the unit in front of them.
- 2) **All entries will incorporate a Dutch or tulip theme** into their entry. Exceptions may be made for unique entries with strong visual appeal, at the discretion of the Parade Committee. All persons participating **MUST be in Dutch costume, uniform dress, or match the theme of the entry**. Type of dress must be outlined on the application. Any insignia, images, additions or alteration of approved dress or uniform will not be allowed.
- 3) The Muziekparade and the Volksparade will go on "rain or shine". These parades will only be cancelled in the event the weather is life-threatening.
- 4) Absolutely **NO HANDOUTS** will be allowed anywhere along the parade route or in the assembly/dispersal areas on parade days, according to City of Holland Ordinances. **NO CANDY** may be thrown *or* handed out anywhere along the parade route or in the assembly/dispersal areas. This rule will be enforced by the Holland Police Department to insure that children are not running into the parade route, in front of moving vehicles and horses.
- 5) In order to allow as many groups as possible to participate in Tulip Time parades, and to keep the parades to a reasonable length, **only one entry will be allowed per group**. Identification banners will be limited to one per unit (with the exception of the Parade Sponsor).
- 6) Entries which are primarily single issue oriented, either directly or indirectly, will not be accepted. In determining whether an entry is primarily single issue oriented, factors to be considered shall include, but are not limited to, whether a substantial part of the activities of the organization or its affiliates involve (a) attempting to influence legislation; or (b) participating in or intervening in any political campaign on behalf of any candidate for a public office; or (c) advocating issues that function as political campaign intervention; or (d) carrying on propaganda.
- 7) Only current elected officials are eligible to participate in the parade as "public servants". However, no form of campaign promotion will be permitted. Tulip Time will provide signage for invited elected officials. One entry per political party will also be allowed. The entry should be general in nature and shall not promote a single issue or candidate.
- 8) **Silk and/or artificial flowers** will not be allowed on any entry. Handmade, larger than average size tulips are permitted with the approval of the committee.
- 9) No alcoholic beverages may be consumed or displayed before or during the parades.
- 10) If music or sound is to be used on the entry, this must be stated on the application and will be subject to the approval of the committee. Volume must be adjustable, and music must be appropriate.
- 11) Equestrian units must have prior parade experience and verification that the horses are parade safe. Each equestrian unit must provide their own clean-up crew. Riders must sign the Tulip Time Equestrian Agreement.
- 12) Helium parade balloons must not exceed 30 feet long/high by 15 feet wide. Balloons will not be operated in sustained winds in excess of 23 mph or gusts of more than 34 mph. Balloon Handlers must be 18 years of age or older and physically capable. Handlers should be in Dutch Costume or uniform dress (matching t-shirts/hats with your organization's logo).
- 13) Special requests from festival Corporate Sponsors will be considered by the Parade Committee
- 14) The Tulip Time Festival, through its Parade Marshals, reserves the right to make decisions at the time of a Parade, with regard to appearance, activities, and other matters involving an entry. Entries which do not comply with the restrictions or instructions of Parade Marshals shall be denied entry.
- 15) Applications must be received by the March 1, 2010 deadline to be considered. The Parade Committee shall decide whether an entry may be admitted to the Parade by March 15, and shall give prompt notice of its decision to the applicant. In the event an application is denied, the applicant may request reconsideration by written request given to the Board of Directors no later than fifteen (15) days after the date that the decision is made, but no later than March 31. The Board of Directors reserves the right to accept or reject any entry for any reason set forth in this policy, in the exercise of its judgment.
- 16) Parade participation fee is non-refundable once the entry has been accepted by the Parade Committee.

### **WALKING UNITS GUIDELINES:**

- 1) Walking units in the Muziekparade must be in school/team uniforms or Dutch costumes. Other walking entries with extremely strong visual appeal may be considered by the Parade Committee.
- 2) Mascots may walk in the Volksparade, but must ride in an approved vehicle for the Muziekparade. (see vehicle guidelines)
- 3) Participants of walking units in the Muziekparade must be a minimum of 10 years old.
- 4) Walking units must be preceded by a professionally made banner identifying the unit.

### **FIREARMS GUIDELINES:**

- 1) In order to promote the safety and well-being of parade attendees, firearms in the parade will be for ceremonial purposes only, **and will not be loaded.** Rifles must be carried in an "over the shoulder" position only.
- 2) Only active police personnel may be in possession of live firearms.
- 3) Entries that include firearms (replicas or non-live) will be inspected prior to step-off by the Holland Police Department.

### **VEHICLE GUIDELINES:**

- 1) Vehicles in the parade will be restricted to those used for pulling a float, convertibles, antique/classic cars (20 years old or older), or noticeably unique vehicles.
- 2) Corporate vehicles are not permitted unless they meet the above criteria.
- 3) **All** vehicles must be CLEAN and in good running condition. Vehicles must be 5 years old or newer (with the exception of antique/classic cars). Vehicles that do not meet these standards are subject to immediate removal from the parade line-up. *This includes vehicles pulling floats.* A photo of the vehicle must be submitted with the parade application. (Please note that tow vehicles may be available from our Tulip Time sponsors.)
- 4) Vehicle entries must provide their own **manufactured** signs for the vehicle (magnetic signs are encouraged). Signs must be no larger than 12" high by 24" wide. Signs identifying the vehicle's provider must be no larger than the organization's sign.
- 5) All riders/mascots must remain in their vehicle throughout the entire parade, and should be prepared for convertible tops to be put up if poor weather conditions arise.
- 6) The total number of vehicle entries will be limited based on the total number of parade entries. Ordinarily, preference will be given to entries with strong visual appeal or riders in Dutch Costume.
- 7) Ordinarily, vehicles will be limited to one vehicle per organization. Exceptions would be Queens and courts with 2 vehicles, and Car Clubs with up to 6 vehicles.

### **FLOAT GUIDELINES:**

- 1) Floats must incorporate a "DUTCH" or "TULIP" theme, or focus on Tulip Time, such as "XYZ Company Welcomes You to Tulip Time", or "ABC Company Salutes the Tulip Time Festival", or something similar.(please refer to General Guidelines #2 for more information)
- 2) All floats will be provided with approximately 1 dozen pots of live tulips. Pots are approximately 10" in diameter. Applications must indicate where tulip pots will be placed. Silk or artificial flowers are not allowed.
- 3) To qualify as a float, an entry must be skirted, and all objects on it must be completely decorated in floral sheeting or its equivalent. This material is available through Great Lakes Parade Floats in Muskegon by calling 231-739-7315, or email [afloat4u@aol.com](mailto:afloat4u@aol.com).
- 4) According to state statute (257.719) no float may exceed 12 1/2 feet in height. Tulip Time requires that all floats be at least 16 feet in length. Floats must be equipped with a 3 lb ABC general purpose fire extinguisher.
- 5) Lettering on the float must not be over 6 inches in height, unless a company logo is incorporated into the design of the float, in which case the logo must be of floral sheeting or its equivalent. Additional banners in front of or around the float are not allowed.
- 6) **Riders will not be allowed to leave their float** once their float is put in motion by the parade marshal. This includes, but is not limited to, Chinese fire drills, pushing riders off, etc. Due to safety and liability issues, this rule will be strongly enforced.
- 7) Drivers of tow vehicles must remain with their floats at all times, including while in the line-up area. Each float must have its own driver and own tow vehicle. No riders will be permitted in the back of tow vehicle.
- 8) The Board of Directors of Tulip Time Festival, Inc. sponsors a float competition each year for the Muziekparade. Entries must be in the staging area by 12:00 noon in order to be judged. Float riders should be present for float judging. See FAQ page for judging criteria and award categories.

### **KINDERPARADE GUIDELINES:**

- 1.) **Up to 6 floats may be accepted into the Kinderparade.** Companies or Organizations applying for the Kinderparade **must be child-related.** Vehicles or other entries are not permitted, with the exception of the Kinderparade Sponsor. **Kinderparade floats** must incorporate a Dutch theme into their entry. It is mandatory that all riders be in Dutch Costume.
- 2.) The Kinderparade may be re-scheduled to Friday May 8, in case of rain. The rain date may be cancelled as well due to inclement weather. The Kinderparade consists of elementary-aged children, and this policy is for their protection. Parade cancellation will be announced as soon as possible, and no later than 12 noon on parade day.