



Ashland Chamber of Commerce Old Fashioned 4th of July

P.O. Box 1360 • Ashland, OR 97520 • 541-482-3486 • Fax 541-482-2350

www.ashlandchamber.com

March 30, 2009

TO ALL PROSPECTIVE PARADE PARTICIPANTS:

As your 4th of July parade chair, I welcome and encourage everyone to join us in OUR community's Old Fashioned 4th of July parade. The parade theme this year is titled, *"Honor Our Past, Celebrate the Future"*. The Ashland Chamber of Commerce Board of Directors strongly encourage that the appearance, content and message of your entry address the theme of the parade. Also, we respectfully request that everyone bring a high degree of mutual respect to the parade and remember that this is a **family-oriented** event. Keep all entries suitable for younger viewers (*please review Rules #3 and #4*). Lastly, due to incidents in the past, *please read and adhere to Rule #6 concerning the U.S. flag*.

We request that you read and understand fully the Parade Rules & Regulations attached directly behind this letter. By signing your Parade Application, you acknowledge that you, **and everyone involved with your entry**, will uphold all **Rules & Regulations** set forth by the Ashland Chamber of Commerce and the City of Ashland.

SPECIAL NOTE: You are now required to submit a photo, sketch or artist's rendering of your entry along with a sample of any handouts, including candy. This must accompany your complete parade application and entry fee, or your parade entry packet will be deemed incomplete. Incomplete entry packets will be returned to you with no action taken.

We have changed the fee structure for the parade. The new parade categories for fees and sub-categories for judging/lineup are listed on the back of this letter.

A 4th of July Parade Application is attached. Please:

- complete all of the information requested;
- read the Parade Rules & Regulations carefully;
- sign the application where indicated; and return your Parade Application, your entry fee, and your photo, sketch or artist's rendering to:

Ashland Chamber of Commerce

110 E. Main Street or P.O. Box 1360, Ashland, OR 97520

After the Parade Committee has processed your application, you will receive identification numbers for your entry and a map showing your line-up location. **Your application packet must be received by the Ashland Chamber office no later than June 26, 2009. Late application packets will be accepted through June 30th with a \$50.00 late fee WHICH MUST BE PAID AT THE CHAMBER OFFICE AT THE TIME OF REGISTRATION.**

If you do not wish to have an entry in the parade, but you desire to make a contribution to the 4th of July festivities, please make your check payable to "Ashland 4th of July Committee" and mail it to the Ashland Chamber of Commerce. Thank you and we look forward to seeing you at the parade!

Chris Toogood, Parade Chair

Pick your Fee Category and mark it on the Application:

<i>Fee Category</i>	<i>Entry Fee</i>
1. Bands, Clowns, Children’s Organizations, Family Groups, Horses	30.00
2. Chamber Members (current Ashland Chamber of Commerce member)	50.00
3. Non-Chamber Members	100.00

Next, pick your Judging/Lineup Category and mark it on the Application:

<i>Series</i>	<i>Judging/Line-up Category</i>
100	Adult Entry / Clowns
200	Bands
300	Beauty Pageant Participants (you must supply your own transportation)
400	Children’s Entry / Clowns
500	Commercial
600	Faith-Based Organizations
700	Family / Neighborhood Groups
800	Not-For-Profit Organizations
900	Political Candidates & Organizations
1000	Social & Service Organizations
1100	Vehicles (more than 30 years old)
1200	Western / Equestrian Entry

Series # _____

Category _____



4th of July Parade Application

Ashland Chamber of Commerce

110 E. Main Street • P.O. Box 1360 • Ashland, OR 97520 • (541) 482-3486

www.ashlandchamber.comA **complete** parade application packet must include:

- Completed parade application Photo, sketch or artist's rendering of your entry
 Entry fee (including late fee, if applicable)

Incomplete parade application packets will be returned to you with no action taken!

ENTRANT _____ ENTRY NAME _____

CONTACT PERSON _____ PHONE _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

Entry will have music: Yes No **Fee Category** _____Entry should be judged: Yes No **Judging/Line-up Category** _____Please provide a complete description of entry: _____

_____*(If extra space is needed, please attach a separate sheet.)***Make your check payable to: ASHLAND 4th OF JULY****Return your completed packet to the Ashland Chamber (see address above).**

WAIVER, RELEASE, HOLD HARMLESS AGREEMENT, AND ENFORCEMENT OF RULES AND REGULATIONS

As a condition to the participation of the undersigned in the Ashland Fourth of July celebration, the undersigned hereby releases the Ashland Chamber of Commerce and the Ashland Chamber of Commerce Foundation (the "Ashland Chamber and Foundation") and the officers, directors, employees, agents and volunteers of each of them, from any and all claims, and waives the right to assert any claims against any of them, for any injury, loss, or damage arising from the participation of the undersigned in the Ashland Fourth of July celebration sponsored by the Ashland Chamber and Foundation, and the undersigned agrees to indemnify and hold the Ashland Chamber and Foundation and the officers, directors, employees, agents and volunteers of each of them, harmless from any such claims asserted by or on behalf of the undersigned or any persons participating in the Ashland Fourth of July celebration under the auspices of the undersigned, including the cost of defending claims. If the undersigned is an entity, the signatory warrants that he/she is authorized to sign this instrument on behalf of the undersigned entity. The undersigned acknowledges receipt of a copy of the Rules and Regulations applicable to the participation of the undersigned in the Ashland Fourth of July Celebration and agrees to disseminate a copy of said Rules and Regulations to all persons who will participate in the Ashland Fourth of July Celebration under the auspices of the undersigned, and the undersigned agrees to require that all such participants will honor and adhere to said Rules and Regulations. The undersigned releases the Ashland Chamber and Foundation and the officers, directors, employees, agents and volunteers of each of them, from any and all claims, and waives the right to assert any claims against any of them, for any injury, loss, or damage arising from the enforcement of said Rules and Regulations and agrees to indemnify and hold the Ashland Chamber and Foundation and its officers, directors, employees, agents and volunteers harmless from any and all such claims asserted by or on behalf of the undersigned or any persons participating in the Ashland Fourth of July celebration under the auspices of the undersigned.

Person/Group/ Entity: _____ (Please Print)

By: _____ (Signature)

Parade Application Packet Deadline: June 26, 2009

**Late entries will be accepted through June 30th with a \$50.00 late fee WHICH MUST BE PAID
AT THE ASHLAND CHAMBER OFFICE AT THE TIME OF REGISTRATION.**

FOR OFFICE USE ONLY:

Amount of Fee Paid: \$ _____ Check _____ Cash _____ Date Rec'd _____ By _____



Ashland Chamber of Commerce

Old Fashioned 4th of July

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PARADE RULES & REGULATIONS

The following rules are to insure reasonable safety to life and property in the operation of parade floats; automobiles; and similar conveyances within the city limits of Ashland.

PLEASE READ AND FULLY UNDERSTAND THESE RULES. BY SIGNING YOUR PARADE APPLICATION AND PAYING THE ENTRY FEE, YOU ACKNOWLEDGE THAT YOU AND EVERYONE INVOLVED IN YOUR ENTRY WILL UPHOLD ALL RULES AND REGULATIONS SET FORTH BY THE ASHLAND CHAMBER OF COMMERCE AND THE CITY OF ASHLAND.

1. THE ASHLAND CHAMBER OF COMMERCE BOARD OF DIRECTORS STRONGLY ENCOURAGE THAT THE APPEARANCE, CONTENT AND MESSAGE OF YOUR ENTRY ADDRESS THE THEME OF THE PARADE WHICH IS:.
2. **PARADE ENTRIES MUST FOLLOW THE DIRECTIONS OF ALL PARADE OFFICIALS.**
3. An entry may not include any image or content that includes nudity, profanity, lewdness, illegal drugs, violence, obscenity, hate, racism, or that is vulgar or sexually explicit, insulting or offensive to any ethnic, religious, political or other identifiable group or individual, as determined by a parade official.
4. Entries must be appropriate for a FAMILY AUDIENCE.
5. A complete parade entry packet includes:
 - a. A completed application form;
 - b. A photo, sketch or artist's rendering of your entry; and
 - c. The full entry fee (including the additional late fee, if applicable).
 - d. A sample of any and all items—including candy to be handed out along parade route**Incomplete parade entry packets will be returned to applicants with no action taken.**
6. Improper use of the American flag is not permitted. Proper use of the American flag is based upon U.S. flag policy set forth in the U.S. Code.
7. All entries must comply with the noise level standards set forth in the City of Ashland's municipal code (9.08.170) which addresses unnecessary noise. Entries may be requested by a parade official to reduce their volume if it is deemed excessive and/or disturbing to the official and/or the parade audience. (www.ashland.or.us – municipal code)
8. All wheels of motorized vehicles must stay in contact with the ground at all times – NO WHEELIES!
9. **Materials used in construction, decoration, etc. must be flame retardant. Materials such as straw or hay must likewise be treated.**
10. Where a person is within a float, such as a driver, there shall be no combustible material within five feet of his/her exit way.
11. Motorized floats, or floats pulled by a motorized vehicle, automobiles and go carts shall be equipped with a fire extinguisher with a classification of at least 2A 10BC. (When vehicle and trailer are connected as a single unit, one extinguisher will meet this requirement.) Bicycles, motorcycles, and boats are not required to carry extinguishers.
12. Horse-drawn wagons and other non-motorized conveyances using straw or other combustible materials shall carry extinguishers as prescribed above.
13. There shall be **NO SMOKING** allowed on any entry and **no person shall cause or permit any open flames upon or within the area of any entry including open fires, torches, matches, flame throwing, fire starters, lanterns and no burning of any object whatsoever is permitted.**
14. No combination of vehicles coupled together shall consist of more than two (2) vehicles. Vehicles towing trailers must be equipped with a tow bar or coupling device of sufficient strength to hold the weight of the towed vehicle upon the street when operated.

(SEE REVERSE SIDE)

15. Vehicles towing trailers must be equipped with safety chains, connected to the towed and towing vehicle and to the tow bar so as to prevent the tow bar from dropping to the ground in the event the tow bar or coupling device fails. No one shall be allowed to walk or stand directly behind between the back of the towing vehicle and the front of the towed trailer.
16. Safety chains shall have no more slack than is necessary to permit proper turning.
17. An entry **may not exceed 40 feet in length** and **13½ feet in height**. All walking entries, other than marching bands, are asked to keep their entries to a maximum of 40 feet in length. Entries will not be allowed to stop and conduct maneuvers of any kind along the parade route. **ALL MANEUVERS MUST MOVE IN A STEADY FORWARD MOTION AND IN KEEPING WITH THE PACE OF THE PARADE.**
18. All entries shall stay in their assigned position in the parade and staging area.
19. Operators of vehicles shall not have their vision obstructed. Each operator of a motorized vehicle shall have a current Oregon Operators License permitting the operation of such vehicle.
20. Persons riding on floats shall be located on the main part of the float and positioned in such a way so as not to obstruct the vision of the operator.
21. Persons shall remain on the unit to which they are assigned to the end of the parade route, except in case of emergency.
22. No unit shall disband until reaching the destination indicated on the permit, except in case of emergency.
23. The drinking, display or possession of alcoholic beverages, or other intoxicants or controlled substances, is absolutely prohibited. City ordinances and state laws will be enforced.
24. The display or discharge of real or facsimile firearms, fireworks or other explosive devices is prohibited, other than official parade color guard, active military and uniformed law enforcement. Violators will be prosecuted.
25. **NO THROWING OF ANY ITEMS FROM MOVING VEHICLES.** Any entry wishing to distribute candy, balloons or small items **MUST have a person walk alongside of the moving vehicle or entry to hand out such items.** The throwing of any object or substance, or spraying of any liquid (**INCLUDING WATER**), into the crowd is prohibited.
26. All animal entries are required to provide their own method of waste removal (Pooper Scooper).
27. Each motorized vehicle shall have current liability insurance in compliance with Oregon law, with recommended coverage of 100/300,000 liability and 100,000 property damage.
28. Every vehicle, whether motorized or non-motorized, shall be equipped with operating brakes in good working order and shall not emit any "Backfire" or "Explosions" or sparks, flames or combustible gasses.
29. Parade entries that wish to be judged must be in place and ready to be judged at the time specified. Judging time will be indicated when you receive your entry number and lineup map.
30. Entry numbers must be displayed in such a manner that they can be seen **BEFORE** the entry arrives at the judging stand.
31. **THE ASHLAND FOURTH OF JULY COMMITTEE RESERVES THE RIGHT TO REFUSE AN ENTRY FROM STARTING THE PARADE, OR TO REMOVE AN ENTRY AFTER IT HAS STARTED DOWN THE PARADE ROUTE, IF ANY OF THESE RULES AND REGULATIONS ARE VIOLATED.**