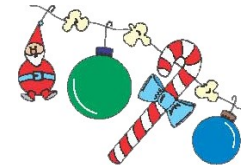


MUST READ ALL MATERIALS

UPDATED August 9, 2023



1. Parade units **ARE NOT ALLOWED** to **THROW** and/or **TOSS** candy, gifts or other items from floats, walking units, mobile units, and/or other units. The Melbourne Light Parade Committee must approve all promotional items and other materials no later than December 5th.

As required by the **CITY OF MELBOURNE**, parade participants who distribute candy or other items to spectators will be required to provide a person/persons to hand items to spectators that are behind the curb line only. A parade unit that violates this rule will be subject to immediate removal from the parade and possible termination from future Melbourne Light Parades. This rule is for **LIABILITY** reasons and therefore will be 100% enforced by the parade personnel and the **Melbourne Police Department**.

WHY? This is totally a **LIABILITY** issue. Children run onto the parade route to retrieve the items that are tossed and risk being hit by an on-coming parade unit. This type of tragedy has occurred in other parade and is the main cause of injury in most parades. Please be considerate and **DO NOT** throw items into the crowd.

2. The parade must be in continuous motion. **PLEASE** do not stop and perform along the route. Children, under the age of 10 years who are not performing must ride in something (i.e. truck bed, float, car, etc.) in the parade route. The route speed is five (5) mph. It is very difficult for children to maintain this speed for two (2) miles.

WHY? When a group stops along the route to perform it causes all the units behind it to stop, creating a back up that delays the parade.

3. **ALL** motorized vehicles (this includes ATVs, scooters, and anything with wheels and a motor) driven in the parade must be driven by an adult **18 yrs and older with a valid driver's license and insurance**.

WHY? For insurance and liability purposes.

4. **All participants** (including but not limited to parents and chaperones) **MUST dress in costume or uniform and some form of lighting**.

WHY? Parade participants look best when the unit is dressed alike and lighting is also for safety. If your group doesn't have uniforms, please wear similar clothing (i.e. a red and green color scheme). As an example, white pants/shorts, white socks & white shoes, with either a group/corporate shirt or solid green or red shirts/sweaters. An example of lighting, glow sticks, flashlights, and battery operated lights.

5. Only **ONE support vehicle** (truck, bus, van, etc.) per entrant is allowed in the staging area to **transport equipment** and/or participants. **NO EXCEPTIONS**. This vehicle can enter and leave the staging area throughout the day as needed. One (1) pass will be issued and needs to be displayed on the driver's side of the windshield. **NO PRIVATE VEHICLES WILL BE ALLOWED IN THE STAGING AREA. All moving vehicles in staging area must display a pass.**

Because some trailers cannot be delivered until the day of the parade, it is suggested that the trailer be worked on at its business location.

WHY? Space is limited. There is not enough room in the staging area to allow more than one extra vehicle per entrant.

6. All entries (this includes walking, marching, etc...) must have a **HOLIDAY/CHRISTMAS THEME**, lights, and music selections must be appropriate for the Holiday, keeping in mind that holiday music and your theme can be that of another country and/or religion.

WHY? It is a holiday lighted parade and spectators attend for the holiday spirit.

7. There is only one **SANTA CLAUS** in the parade. Santa arrives on the **Santa Float** at the end of the parade. **NO OTHER PARADE PARTICIPANT MAY WEAR A SANTA SUIT.**

WHY? Santa makes a "grand" entrance at the end of the Parade. Plus, we **DO NOT** want to confuse the smaller children.

THERE IS a MANDATORY meeting Saturday, December 2, 2023 @ 8:30am

At 1300 Dr. Martin Luther King Jr. Blvd.

A representative for each signed application must be present for this important meeting.

Failure to attend said meeting will result in termination of the application no refund or exchanges given.

This means applicant will not be in this year's parade.

PLEASE LEAVE PARTICIPATING CHILDREN AT HOME UNTIL at least 4:00p.m.

The Organizer(s) and/or Organization (s) of each parade unit will be **RESPONSIBLE** to ensure that the guidelines and rules are adhered to for both the safety and convenience of other parade participants and spectators along the parade route.

Those that do not leave the staging area by 5:00p.m. must remain in the staging area until the entire parade has exited the staging area.

Parade Entry Donations Fees

Non profit Entry:

- (4) **FOUR** new, unwrapped toys with a value of at least \$10 ea tax NOT included
- (8) **EIGHT** non-perishable food items and
- (1) **one** bag of dog/cat food

* These items are **DUE** when you check-in at the registration tent on the staging area before noon the **DAY** of the parade. **Anyone wanting to donate more toys and food are welcome to do so.**

Commercial/Business Entry:

\$100 donation (cash or check only)

Entry fee to be included at the time the application is submitted.

(However, you must check-in at the registration tent on Saturday the morning of the parade)

REMEMBER THE PARADE IS A 501(C)3 ORGANIZATION. YOUR DONATION IS TAX-DEDUCTIBLE!!!!

DON'T FORGET to return the application and checks

Postmarked by **Wednesday, November 22, 2023**

Those received after 11/22/23 date will be asked for a donation late fee of

\$15.00 in addition to the (4) new unwrapped toys (8) nonperishable food items and 1 bag of dog/cat food for nonprofit entry **OR** the \$100 commercial/business application donation fee

Applications will NOT be accepted after Wednesday, November 29, 2023

Please do a follow up call or email after mailing application

melbournelightparade@yahoo.com

Make Checks payable to: **Melbourne Light Parade**

Send Application and/or checks to: **Melbourne Light Parade
912 E. New Haven Ave. Suite B
Melbourne, Fla. 32901**

Mandatory Check in time for ALL participants

The registration area is at the back of the south/west end of lot @ 1300 Dr. Martin Luther King Jr. Blvd. It is the empty lot across from Melbourne Rialto Hilton Hotel.

Please see attached map.

CHECK IN

December 9, 2023 **10:00a.m. – Noon**

ALL Participants (Business & Non Profit) are to check in at this time.

(All foods and toys are due at this time from all non-profit entrants)

Participants, vehicles, and floats **CANNOT ENTER** the staging area until the registration fees are collected at check-in.

YOU ARE RESPONSIBLE FOR YOUR CHILDREN & Your UNIT

At ALL TIMES (before, during, and after) THE PARADE!!!

DRESS CODE FOR EVERYONE IN THE PARADE

Parade Participants look their best when everyone is dressed alike

If your group doesn't have uniforms, please wear a "uniform" look.

For example:

White pants/shorts, white socks & white shoes with a group/corporate t-shirt/sweater or a solid green/red t-shirts/sweaters.

Everyone must be wearing or carrying a light. (I.e. glow stick, battery operated lights or a flash light)

Emergency Medical Services

If there is an emergency, find a parade staff member, or Police officer, or call 911.

Restroom Facilities

We will have Portable Potties at the Staging Area and Disbursement Areas. Please see the attached Map.

REGULATIONS

Float Regulations

1. To comply with **FIRE REGULATIONS**, all floats and any other mobile unit(s) carrying a **generator(s)** and or **power inverter(s)** will be required to carry **One (1) 2A:10-B:C Fire Extinguisher** and must be grounded (can be purchased at Home Depot or Lowes for \$41.97). All entrees carrying a generator(s) and or power inverters will be inspected for safety compliance at check-in. Those **NOT COMPLYING** with the **One (1) 2A:10-B:C Fire Extinguisher** rules will be pulled from the parade line up, unless corrected at least two (2) hours before parade start time (4:00p.m.).
2. Decorative material used on parade floats shall be of non combustible or flame retardant material.
3. The **MAXIMUM** allowable **height** of the floats and any other mobile unit(s) is **13.0 feet from the ground up**. The **MAXIMUM** allowable width of unit(s) is **10.0 feet**. Units will be checked at sign-in and prior to the start of the parade and any unit found to exceed this height & width requirement will not be allowed to participate, unless corrected & re-inspected by parade personnel at least one (1) hour prior to the start of the parade. **ALL FLOATS MUST HAVE TAIL LIGHTS VISIBLE AT ALL TIMES AND ARE REQUIRED TO UNLOAD ALL PERSONS OFF THE FLOAT AT THE END OF THE PARADE ROUTE.** (You may want to plan this with the parents of participating children)
4. **ALL FINISHED FLOAT ENTREES MUST ARRIVE no later than 3:00p.m. FLOATS ARRIVING AFTER 3:00p.m. WILL NOT BE ALLOWED to PARTICIPATE.** This is a LIABILITY issue; we cannot allow large vehicles to move throughout the staging area while children are trying to stage. *[ALL FLOATS MUST BE FINISHED OR REQUIRE MINIMAL ASSEMBLY BEFORE ENTERING THE STAGING AREA. If some assembly required you MUST ENTER the staging area early and FINISH no later than 3:00p.m.]* The participants need to be on the float no later than 5:00p.m.
5. Floats two (2) feet above ground **MUST be skirted** in fabric, and/or paper, and/or wood; this is to keep the wheels covered. **ALSO Signage** stating the sponsor and/or organization **MUST BE ON THE FLOAT.**
6. **ALL floats** must be lit with **Holiday lights** and other participants must decorate accordingly. (This Includes walking units and other ground unit(s)). You might want to consider a spot light or some other source of lighting to illuminate your group) anyone walking in the parade must wear some sort of lighting on their person.
7. Judging will take place during the parade. The judges are positioned throughout the route. Participants will be judged on creativity and originality.

Car Groups, ATVs, Motorcycles, Scooters, etc... Regulations

All vehicular units are to arrive no later than 4:00p.m. If you are a vehicular group, you are only allowed six participants (i.e. 6 cars, go-carts, motorcycles, etc.) per entry form. All vehicles must be decorated and also have lighted **holiday lights**. All vehicles must be cleaned and in good condition. **Remember all drivers must be 18 yrs and older with valid drivers license and insured. (Must have insurance card and FDL with you)**

To comply with **FIRE REGULATIONS**, all floats and any other mobile unit(s) carrying a **generator(s)** and or **power inverter(s)** will be required to carry **One (1) 2A:10-B:C Fire Extinguisher** and must be grounded (can be purchased at Home Depot, Lowes, Harbor Freight, etc for \$39-\$45) All entrees carrying a generator(s) and or power inverters will be inspected for safety compliance at check-in. For those **NOT COMPLYING** with the **One (1) 2A:10-B:C Fire Extinguisher** rules will be pulled from the parade line up, unless corrected at least two (2) hours before parade start time (4:00p.m.).

Bands Regulations

Band units must arrive at staging area no later than 5:00p.m. All Band Members must be dressed in uniform or costume and adorn lights (IE. Glow sticks/necklaces, or battery operated lights).

To comply with **FIRE REGULATIONS**, all floats and any other mobile unit(s) carrying a **generator(s)** and or **power inverter(s)** will be required to carry **One (1) 2A:10-B:C Fire Extinguisher** and must be grounded (can be purchased at Home Depot, Lowes, Harbor Freight, etc for \$39-\$45). All entrees carrying a generator(s) and or power inverters will be inspected for safety compliance at check-in. Those **NOT COMPLYING** with the **One (1) 2A:10-B:C Fire Extinguisher** rules will be pulled from the parade line up, unless corrected at least two (2) hours before parade start time (4:00p.m.).

Specialty Units Regulations

(Dance Teams Cheerleaders, Community groups, Boy & Girl Scouts, Adventure Guides, Equestrian Groups, Animal Groups, etc.) **Specialty units (no motorized units) must arrive at staging area no later than 4:30p.m.** All units must be in some kind of **uniformed dress** and lit up with **lights** (i.e. Glow sticks/necklaces, or battery operated lights). **(Keep in mind, walking units and other ground unit(s) cannot be seen as well as lighted participants.)** If you are an equestrian group, you are only allowed 6 participants per entry form. The equestrian groups are required to have **ONE (1) "pooper-scooper" per (2) horses.**

To comply with **FIRE REGULATIONS**, all floats and any other mobile unit(s) carrying a **generator(s)** and or **power inverter(s)** will be required to carry **One (1) 2A:10-B:C Fire Extinguisher** and must be grounded (can be purchased at Home Depot, Lowes, Harbor Freight, etc for \$39-\$45) All entrees carrying a generator(s) and or power inverters will be inspected for safety compliance at check-in. Those **NOT COMPLYING** with the **One (1) 2A:10-B:C Fire rules** will be pulled from the parade line up, unless corrected at least two (2) hours before parade start time (4:00p.m.).

Parade Route

Please stay in the **CENTER** (the middle of the 4 lanes) of the road

This is for liability reasons.

The parade route enters right onto Dr. Martin Luther King Jr. Blvd turning south onto Hibiscus Blvd. Turn Right onto Hibiscus Blvd. heading west toward Gateway Dr. Turn north and Exit the parade route on Gateway Dr. and head north to the Health First Offices. (See attached Map)

THE PARADE ENDS AT GATEWAY DR.

THOSE UNITS THAT MARCH, DANCE, PERFORM, DUE A ROUTINE, WALKING ETC

MUST DUE SO MOVING AT FIVE (5)mph.

**You cannot stop at all during the parade, unless it is an emergency
(Strings of lights or generator going out is NOT an emergency).**

YOU MUST MAINTAIN SPEED OF THE UNIT IN FRONT OF YOU. **THERE MUST BE NO GAPS.**

REMEMBER: YOU MUST SIGN-IN BY NOON ON DECEMBER 9th; **ONLY one (1) SUPPORT VEHICLE IS ALLOWED IN THE STAGING AREA PER ENTRANT NO OTHER VEHICLES WILL BE ALLOWED INSIDE**

Please make copies of the guidelines, rules, and disbursement map for distribution to everyone in your group (Including your driver, if you have one) so they may read, and understand, and follow the rules

Any questions please call 544-1777 or email: melbournelightparade@yahoo.com

NO profanity, explicit words, images or music
Will be allowed in this parade!!!

Children under the age of 10 years **MUST** ride in something (i.e. truck bed, float, car, bicycle, scooter, wagon, etc.) in the parade route.

THE ROUTE SPEED IS FIVE (5) MPH.

It is very difficult for children to maintain this speed for two (2) miles.

THERE IS ABSOLUTELY_

NO ALCOHOL OR DRUGS ALLOWED AT ALL

IN THE EVENT THAT IT IS DISCOVERED THAT A PARTICIPANT HAS BEEN DRINKING OR IS UNDER ANY INFLUENCE, THE POLICE WILL ESCORT OUT THAT UNIT.

NO EXCEPTIONS!!!!

THERE IS a MANDATORY meeting Saturday, December 2, 2023 @ 8:30am

At 1300 Dr. Martin Luther King Jr. Blvd.

A representative from each signed application must be present for this meeting. Failure to attend said meeting will result in termination of the application. This means applicant will not be in this years' parade.

STAGING AREA:
OPEN FROM 10:00 AM TO 5:00PM.
NO ONE WILL BE ADMITTED AFTER 5:00PM

Parade Headquarters

Parade Headquarters will be at the back of the south/west end of lot @ 1300 Dr. Martin Luther King Jr. Blvd. It is the empty lot across from Melbourne Rialto Hilton Hotel. (where the registration tent is). It will be staffed from 10:00a.m.-5:00p.m. and they will have full access to reach anyone with a phone. Please send all questions and concerns to this area.

Arrival Times

- **Floats:** ALL FINISHED FLOAT ENTREES MUST ARRIVE no later than **3p.m.** FLOATS ARRIVING AFTER 3PM WILL NOT BE ALLOWED to PARTICIPATE. *If some assembly is required, you MUST ENTER the staging area early and FINISH no later than 3PM*] The participants need to be on the float no later than 5:00PM.
- **Car groups, ATVs, Motorcycles, Scooters, etc (all vehicles):** Arrive no later than **4p.m.**
- **Specialty Units (with no vehicles):** Arrive no later than **4:30p.m.**
- **Bands and Military:** Arrive no later than **5p.m.**

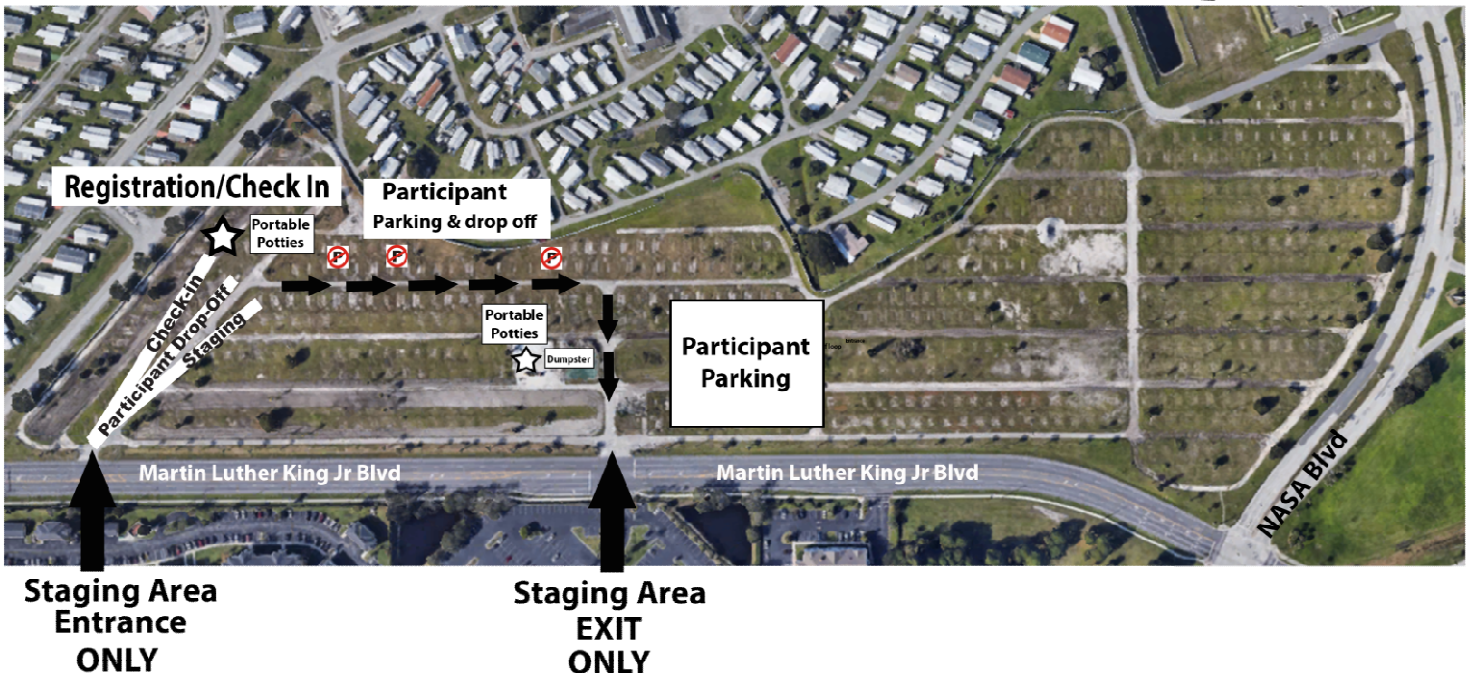
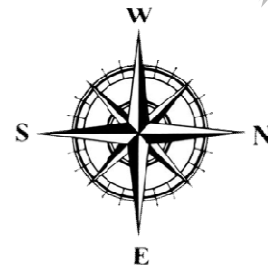
Participant Drop-off Loop

Participant drop off loop is located at the south entrance of staging area off Martin Luther King Jr Blvd. The staging area as indicated on the map. You can either park and walk your children in, or drop off, and exit the staging area at the traffic light. **Please see the attached map.**

DO NOT DROP OFF PARTICIPANTS AT THE REGISTRATION TENT!!!

Staging Area

At 1300 Dr. Martin Luther King Jr. Blvd.



Disbursement area

The Disbursement area is the whole stretch of Gateway Dr. Please see the attached Map for visual details

All Floats: Line up behind each other in a row on Gateway Dr. Once your participants have unloaded from the float please exit the disbursement area at Nasa Blvd. Please see attached Map. **Please unload quickly.**

All Vehicles, not needing to unload, please proceed to the end of Gateway Dr. and turn on Nasa Blvd.

All walking, Float riders, & equestrian Participants: Exit the parade in the parking lot of Heath First on Gateway. It is strongly recommended that you park in the disbursement area of Health First Parking Lot before the parade starts.
(Please refer to the map below to see the entrance to the parking lot from Gateway Dr. It is past the main entrance)

Participant Pick-up

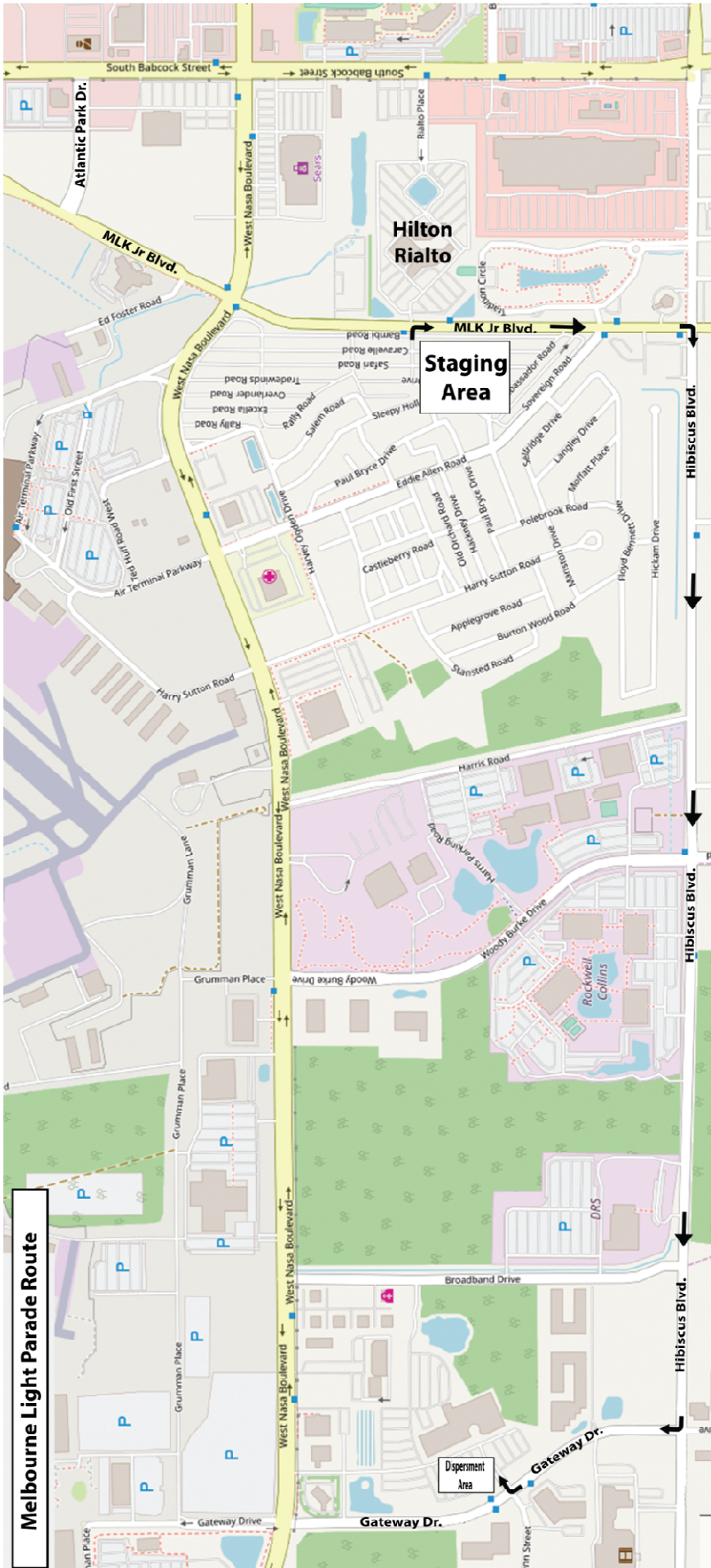
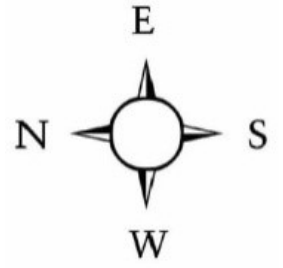
Please meet your group at the end (disbursement area) of the parade. (Please refer to the map included with information.) Determine your meeting location by referencing the map to insure you connect with your participants. You might want to park a car ahead of time at the pick up location.

****The parade is not responsible for getting participants back to the staging area****

Disbursement & Participant Pick Up



All Floats MUST stop and unload participants before leaving the Parade Route
Vehicles not needing to be unloaded must continue to the exit off Gateway Dr. and Nasa Blvd.



Melbourne Light Parade Route

Staging Area

Dispersment Area

*****Please observe if Rules are put back in place at time of the Parade*****

COVID-19 Rules for Participants and Observers

These are IN ADDITION to the existing parade rules, etc., and must be adhered to for the safety and health of all involved. Each participating group's leader will provide their members with all rules, guidelines and expectations.

Before You Go

- Stay home if you have been diagnosed with COVID-19, if you are waiting for COVID-19 test results, or if you may have been exposed to someone with COVID-19
- Check with the organizer (www.melbournelightparade.org, www.facebook.com/melbournelightparadenonprofit, melbournelightparade@yahoo.com), or event venue (staff on site at Registration Table at Staging Area or Disbursement Area on Gateway Drive) for updated information and/or procedural changes regarding COVID-19/parade issues
- Pack and bring supplies to help you and others sanitize and stay healthy— these items include face coverings (masks, shields, etc.) hand sanitizer (recommended 60% alcohol minimum), paper towels/sanitizing wipes, trash bags, and a supply of drinking water
- Consider having your own drinks, snacks/food and utensils, especially if you will be at the parade location for more than two hours

Social Distancing/Limiting Physical Contact

- Maintain a distance of at least six (6) feet or more from people who don't live in your household
- Be particularly aware of distancing in more crowded areas where it may be harder to keep a good distance, such as check-in areas, parking lots, and routes of entry and exit
- Arrive at the event early and try to avoid crowding and congested areas
- Select seating, or determine where to stand, based on the ability to keep the six (6) feet of distance from people who don't live in your household
- Use extra caution if you will be eating or drinking, washing or sanitizing your hands as often as possible
- Please dispose of all trash in the appropriate receptacle, or take it with you to properly dispose of it after you leave the site
- Wearing masks on the floats, especially with many households represented on each float, is required as this is an outside event but participants are likely in close proximity, especially on the smaller floats where six (6) foot spacings may not be possible
- Those walking the parade route alongside the floats dispensing candy and trinkets must wear gloves and a correctly-situated face covering/mask at all times while interacting with the parade observers
- Parade observers/attendees must wear masks/face coverings if/when accepting candy or trinkets from participants
- Avoid using port-a-let/restroom facilities or common areas at high traffic times, such as immediately before or at the end of the parade
- Because of limited event staff and volunteers, it will be impossible to sanitize the port-a-lets between uses- please have with you whatever products you deem necessary to assure that if anyone in your party requires use of the temporary facilities they meet with your acceptable level of hygiene
- Try to avoid coming in direct contact with any surfaces others may have touched; bring and use gloves as needed
- Specifically for parade vehicles- please make sure that all handles, handrails and other commonly shared surfaces are sanitized as frequently as possible
- Wash your hands as often as possible with soap and water for at least twenty (20) seconds, or use hand sanitizer immediately before eating or after touching any common surfaces like hand railings, payment kiosks, door handles, and toilets

These COVID-19 Guidelines for the Melbourne Light Parade are based on current information from the CDC's website, found at the following:

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/personal-social-activities.html#:~:text=Prioritize%20attending%20outdoor%20activities%20over,%25%20alcohol%2C%20and%20drinking%20water.>

This is an application for participation in the 31st Annual Melbourne Light Parade. This document is designed to provide important information about your organization's proposed involvement. Please include **complete** information about your organization. Attach additional sheets if necessary. Fees are listed in paperwork included with this application.

Name (Organization/Business/ and/or Sponsor) _____

Address _____ City _____ zip _____

Contact Person _____

Day# _____ cell# _____

2nd Person _____

Day# _____ cell# _____

Email Address _____

**ALL DRIVERS THAT ARE DRIVING IN THE PARADE
MUST TO INCLUDE A COPY OF DRIVERS LICENSE
AND PROOF OF INSURANCE W/ APPLICATION**

Category

*******EVERY entry MUST have Lights*******

Float _____ **Band** _____ **Military** _____ **Specialty** _____

After checking the category of participation, please fill out the appropriate section below

FLOAT
(FLAT BEDS, CARS AND TRUCKS PULLING TRAILERS etc.)

1. **Float:** Detailed description of float (colors, design, props, how many lights, etc {use an extra page if needed})

2. What will be towing your float? (Describe the towing unit in detail (truck, semi truck, tow truck, etc.. & what kind of trailer) .All towing units must be insured {must provide copy w/ application} _____

3. Number of riders on float _____

4. Number of walkers around float _____

5. Average age of your group? _____

6. Music? _____

7. If yes, Live ___ Recorded ___

8. How is the music projected? (Stereo, Boom Box, radio in car, speaker and mic, etc) _____

9. Detailed description of any costumes on/around the float (use an extra page necessary) _____

10. How Many Lights do you have? (est.) _____

11. Will you have a support vehicle in the staging area? _____

12. If Yes, is the vehicle in the parade _____

(A support vehicle brings participants in and out of staging area as well as decoration and set up materials)

13. **Total Length of unit** _____ (**please includes everything & everyone+ support vehicle-if in parade**)

Any other information or requests you would like to provide? _____

BAND

1. **Band:** School _____ University _____ Military _____ Professional _____

2. Formal name of band _____

3. Number of musicians _____

4. Number of non-musicians _____

5. Average age of your group? _____

6. How Many Lights do you have? (est.) _____

7. Will you have a support vehicle in the staging area? _____

8. If Yes, is the vehicle in the parade _____

(A support vehicle brings participants in and out of staging area as well as decoration and set up materials)

9. **Total Length of unit** _____ (**please includes everything & everyone+ support vehicle-if in parade**)

Any other information or requests you would like to provide? _____



MILITARY

1. **Military:** (Specify branch) _____

2. Description of parade unit _____

3. Number of Marching members _____

4. Number of Vehicles and type _____

5. Description of uniform (color, style, etc.) _____

6. How Many Lights do you have? (est.) _____

7. Will you have a support vehicle in the staging area? _____

8. **If Yes**, is the vehicle in the parade _____

(A support vehicle brings participants in and out of staging area as well as decoration and set up materials)

9. **Total Length of unit** _____ **(please includes everything & everyone+ support vehicle-if in parade)**

Any other information or requests you would like to provide? _____

SPECIALTY

(walking, dance, vehicles, community, youth groups, equestrian, etc)

1. **Specialty:** Walking _____ Dance _____ Motorized vehicle(ATV, Scooters, GoCarts, etc) _____ Animal _____ Other _____

2. Description of group (costumes, entertainment, etc.) _____

3. What will your group be doing? _____

4. Number of people in the group _____

5. What is the average age of your group? _____

6. Number of animals (if applicable) _____ **(must provide copy of vaccination. & registration papers. with application)**

7. Music? _____

8. **If yes**, Live _____ Recorded _____

9. How is the music projected? (Stereo, Boom Box, radio in car, speaker and mic, etc) _____

10. How Many Lights do you have? (est.) _____

11. Will you have a support vehicle in the staging area? _____

12. **If Yes**, is the vehicle in the parade _____

(A support vehicle brings participants in and out of staging area as well as decoration and set up materials)

13. **Total Length of unit** _____ **(please includes everything & everyone+ support vehicle-if in parade)**

Any other information or requests you would like to provide? _____

THOSE UNITS THAT DANCE, PERFORM, DUE A ROUTINE, WALKING ETC.,
MUST DUE SO MOVING AT five (5)m.p.h.

You cannot stop at all during the parade (unless an emergency).

YOU MUST MAINTAIN SPEED OF THE UNIT IN FRONT OF YOU. **There must be no gaps.**
ALL FLOATS must be **finished or require minimal assembly** before entering the staging area. If there is assembly required, you must ENTER the staging area no later than 11:00a.m. and **FINISH** no later than 3:00p.m.

(EVERYONE MUST SIGN-IN BY NOON on Dec. 10th)

I have READ, UNDERSTAND, and AGREE to the parade guidelines and rules outlined in the Melbourne Parade Guidelines and Rules. With agreeing to these rules and guidelines, the applicants agree to be totally responsible for the safety of their entire party and description associated with or involved in said event and agrees to indemnify and hold harmless The Melbourne Light Parade, Inc., and its committee, The City of Melbourne, Brevard County, any Sponsors or contributors from any and all liability, claim, demand, or suit, including attorney's fees and cost for the defense of any such claim of any such claim, whether suit be actually brought or not, arising from, or out of, the above described event participation conducted by the applicant.

(Two Signatures are required; both persons must be over 18 yrs of age)

Signature _____

Print _____ Date _____

FDL#(Florida Driver License or State issued ID) _____

Signature _____

Print _____ Date _____

FDL# (Florida Driver License or State issued ID) _____

Make Checks payable to: **Melbourne Light Parade**

Send Application & checks to: **Melbourne Light Parade**
912 E. New Haven Ave.
Melbourne, Fla. 32901

Any questions please call 544-1777 or email: melbournelightparade@yahoo.com

DON'T FORGET to return the application and checks before **Wednesday, November 22, 2023**

Those received after this date will be asked for a donation late fee of \$15.00

in addition to the (4) FOUR new, unwrapped toys with a value of at least \$10 ea tax NOT included (8) nonperishable food items & one (1) bag of dog/cat food for **nonprofit entry**

OR the \$100 application donation fee for **commercial entry**

NO application will be accepted after Wednesday, November 29, 2023

Please do a follow up call after mailing application (the original w/ signatures is required, no faxes accepted)

AND REMEMBER:

YOU MUST CHECK-IN BY NOON ON DECEMBER 9th

ONLY ONE (1) SUPPORT VEHICLE IS ALLOWED IN THE STAGING AREA PER ENTRANT

NO OTHER VEHICLES WILL BE ALLOWED INSIDE

Please make copies of the guidelines, rules, and disbursement map for distribution to everyone in your group (Including your driver, if you have one) so they may read, and understand, and follow the rules