



56TH ANNUAL
Sylvia Besana
HOLIDAY PARADE

November 18, 2017 - 10:30 AM



Dear 56th Annual Sylvia Besana Holiday Parade Participant:

The Downtown Roseville Partnership and the City of Roseville would like to invite you to the 56th Annual Sylvia Besana Holiday Parade! Be part of Roseville's longest running tradition! We are now accepting parade applications. Please carefully review General Rules and Guidelines as some information has changed. The event details are as follows:

Date:	Saturday, November 18, 2017
Time:	Check-in Time - 9:00 AM Parade Start - 10:30 AM
Entries:	All entries are being judged. Equestrian Entries - \$15 Commercial Business - \$50 All other general entries - \$15
Line-Up:	Bands - Bulen St., alongside The Rock of Roseville Horse Entries - alongside The Rock of Roseville on Pratt St. All other entries - 6 th and Vernon St.
Parade End:	Roseville Square's north lot behind Roseville Commons
Application Deadline:	Thursday, November 9, 2017
Awards:	Winners will be announced via website and may claim their trophy or ribbon after Tuesday, November 21, 2017 at the Roseville Area Chamber of Commerce, 650 Douglas Blvd.

Please contact our Parade Director, Stephanie Hill, at 916-910-5769 or info@sylviabesanaparade.org with any questions.

We look forward to your participation!

Sincerely,

Stephanie Hill
Parade Director, Downtown Roseville Partnership



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56th Annual Sylvia Besana Holiday Parade General Rules and Guidelines

(Please read the rule and guidelines carefully before signing application)

CHECK IN DETAILS: Saturday, November 18th at 9:00 AM

Band and Horse Entries: Check in at The Rock of Roseville parking lot, 725 Vernon St., between Pratt St. and Bulen St. Horses line up on Pratt St. (not the actual parking lot) and Bands line up alongside The Rock on Bulen St. All other entries check in at 6th St. and Vernon St. Upon check in you will receive your parade number and your position will be assigned.

PARADE START TIME/LENGTH: 10:30 AM Sharp. The parade route is approximately 1.5 miles.

ENTRY REQUIREMENTS AND SELECTION: Entry applicants are all subject to approval by parade organizers. Entries must be accompanied by a complete entry form and entry fee, no later than Thursday, November 9, 2017. Entries arriving after the application deadline **MAY** be allowed in the parade but will be placed at the end of the parade. The parade is a “family friendly” celebration and parade participants must be appropriate to be seen by all ages. The parade will **NOT** be used as a platform for special interests.

ENTRY APPLICATION FORM: The entry application form must be completed and signed with the understanding of the general rules and guidelines. The parade organizers reserve the right to reject any entry at any time. Applicants will receive notification of their acceptance. Staging instructions will be sent approximately 10 days before the parade. Failure to abide by these rules and guidelines and those presented with the information package may result in the entry’s removal from the parade.

***GENERAL ENTRIES:** A fee of \$15 is required for each entry.

***COMMERCIAL/BUSINESS ENTRIES:** A fee of \$50 is required for each entry.

***EQUESTRIAN/LARGE ANIMAL UNITS:** A fee of \$15 is required for each entry.

OFFICIAL SANTA CLAUS: An official Santa Claus has been designated. No other Santa Claus will be permitted in the parade.

FORWARD MOTION PARADE: All entries are required to maintain a continuous forward motion during the parade. Those performing at the judging stand are required to complete their performance within one minute. The Judging Stand will be on the right-hand side of the parade route.

NO TOSSING CANDY OR FAVORS: No items can be tossed along the parade route due to littering and liability policies by the City of Roseville. Tossing any items from the parade route is a serious liability factor, one that has resulted in injuries in other parades.

CANCELLATION POLICY: Only a significant act of nature will cancel the parade. **THE PARADE WILL NOT BE RESCHEDULED.** In the event of a possible cancellation, please call the Parade Director at 916-



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910-5769 or email info@sylviabesanaparade.org, or check the Downtown Roseville Partnership Facebook page for information. If, for some unseen reason, your entry is not able to participate in the parade after being accepted you must contact the Parade Director prior to the parade date. **No refunds.**

PARADE JUDGING: A panel of community judges will judge all qualifying entries. Judges decisions are final. Parade award winners will be announced Tuesday, November 21st, following the parade, and posted on the parade website (www.sylviabesanaparade.org).

ALCOHOLIC BEVERAGES ARE NOT PERMITTED ON PARADE ROUTE

TYPES OF ENTRIES CONSIDERED FOR THE PARADE

MARCHING MUSICAL UNITS: School bands, Drum Corps, Independent Bands, etc. Marching musical units are required to perform the one-mile parade route. Unit members are required to be in uniform attire. Holiday attire is encouraged.

FLOATS: We recommend push floats for this parade or decorated trailers. A description of the float design with size dimensions must be submitted with the parade application. Floats should not exceed 50 feet in length (including tow vehicle) or more than 14 feet in height and 10 feet wide.

MARCHERS/SPECIALTY UNITS: Clowns, Color Guards, Marching Groups, Scouting Groups. Units will be considered on their entertainment value or uniqueness. Entries required vehicles to carry sound systems must notify parade organizers on the application. Carts or vehicles accompanying the entry must be decorated.

VEHICLES: Limit 24 vehicles per vehicle entry. Vehicles considered for entry must be antique or unique or decorated. Commercial business vehicles such as vans, tankers, farm machinery, tractor-trailers and other large vehicles are not encouraged due to liability and safety concerns. Entrants must have full control of vehicles at all times.

EQUESTRIAN/ANIMAL UNITS: Equestrian riders should be at least 8 years of age and accompanied by an animal trainer. Any animal deemed unsafe in the parade will be removed. All animal units must provide their own "clean-up" crew and equipment to follow their unit in the parade. Entrants must have full control of animals at all times.

DRILL/DANCE: Dance Troupes, Drill Teams, Baton Groups, etc. should consist of 10 members or more to be considered. Routines must be choreographed for forward motion. Performance time at the judging stand must be within a 1-minute time limit.

PARTICIPANT AGE RESTRICTIONS: Walking participants must be at least six (6) years of age or older. There must be at least one adult escort for every 6 children under the age of 13 years. Young children riding on a float must have adult supervision on and around them.

56th Annual Sylvania Besana Holiday Parade Official Entry Application

Parade Date: Saturday, November 18, 2017

10:30 AM Start Time

Application for entry must be received by: November 9th

Please type or print legibly:

Name of Organization: _____

Mailing Address: _____

City/State/Zip: _____

Contact Person: _____

Primary Phone: _____ Alternate Phone: _____ Fax #: _____

Email Address: _____ Web Site Address: _____

Alternate Contact Person: _____ Phone #: _____

* UNIT INFORMATION *

ALL ENTRIES REQUIRE \$15 FEE * SOME EXCEPTIONS APPLY

(See guidelines to decide your unit type, check all boxes that apply, sign application when completed)

___ Band/Drum Corps	___ Marchers/Specialty Unit	___ Vehicle (24 units max)
___ Equestrian (\$15)	___ Drill/Dance	___ Other (please describe below)
___ Commercial/Business	___ Non-Profit	

Number of Members in Unit: ___ Number of Adults: ___ Children: ___ Ages: ___

Does unit have sound or music? ___ Yes ___ No

If yes, describe: _____

Are any vehicles requested to accompany this unit: ___ Yes ___ No

If yes, describe: _____

Description of unit for announcers (please be specific). The following information would be used for announcer scripting. Please provide as much information as possible.

FLOAT INFORMATION

(Complete the following information if submitting a float entry)

All entries require a \$15 fee.

ENTRY CATEGORY: ___ Professional Built ___ Self-Built

Overall float length: Length _____ Width _____ Height: _____

Method of Payment

_____ Cash

_____ Check – Payable to Downtown Roseville Partnership

_____ Credit Card: _____ AMEX _____ Visa _____ MasterCard _____ Discover

Card Number _____ Exp. Date _____ CVV Code _____

Billing Zip Code _____ Print Name on Card _____

X _____

I/we hereby understand and agree to accept the risk of bodily injury and/or property damage which I/we may incur or cause a third party to incur as a result of my/our participation in the Holiday Parade. With this understanding, I/we further agree to indemnify, defend and save harmless the Downtown Roseville Partnership, the Holiday Parade Committee and its Boards, its Commissions, its Contractors and their respective officers, agents, and employees from and against any and all claims, losses, injuries, suits and judgements arising from, or in connection with/my successors, assigns, heirs, executors and administrators, and any other persons or entities who/which may have a claim based on my/our personal injuries and/or property damage. I/we further understand and agree that this save harmless and indemnification shall apply to any and all facilities that the Downtown Roseville Partnership may own and/or control. Furthermore, I/we have read and agree to abide by the Holiday Parade guidelines and rules, as shown in the pages provided and those to be presented with the participant’s information package if my unit is accepted.

Organization: _____ Date: _____

Authorized Representative Signature: _____

Authorized Representative (print): _____

- **The Holiday Parade application must be signed.**
- **ALL entry applications are subject to review approval by the parade organizers.**
- **All entries must include the appropriate entry fee.**
- **Make checks payable to Downtown Roseville Partnership or via credit card.**

Please make a copy for your records.

Return original entry application to:

Stephanie Hill, Parade Director
PO Box 204
Roseville, CA 95661
Or email to info@sylviabesanaparade.org.

Phone: 916-910-5769

Information on Parade: www.sylviabesanaparade.org