

2017 MANITOU DAYS GRANDE PARADE CELEBRATING 50 YEARS OF FUN IN THE SUN PARTICIPANT INFORMATION & APPLICATION

Welcome! We hope you will join us at the 2017 Manitou Days Grande Parade scheduled for **Friday, June 16th** in downtown White Bear Lake. The following information is for individuals, organizations and businesses who would like to participate. To join us, simply complete the following application and mail in with applicable **participation fee** to White Bear Events. The Manitou Days Parade is limited to the first **95** registered and paid entries. Parade assignments are determined based on the date your complete application **including participation fee**, is received by White Bear Events. **E-mail Questions to: manitoudaysparade@hotmail.com**

Parade Participant Rules

Our goal is to create a safe and fun event for everyone at the Manitou Days Grande Parade, participants and spectators alike. In order to achieve this goal, we have established parade rules intended to keep everyone safe at all times. **By signing and submitting the parade application, you are acknowledging that you have read, you understand and your group agrees to our participation rules, and that you have shared the information with everyone in your group.**

1. There will be **no smoking or alcohol** allowed on or within floats, parade vehicles or walking units. Fire or open flame on any unit is prohibited.
2. We strongly suggest that all decorative materials be fire resistant and encourage safety ropes or rails if passengers are aboard floats or open truck beds.
3. All drivers must possess a valid driver's license. Drivers must have 180-degree forward vision.
4. Vehicle horns or sirens must not be sounded. They prevent musical groups from being heard.
5. **For safety reasons, no participant may throw any item from a float or other unit in the Manitou Days Grande Parade.** Items include but are not limited to: beach balls, candy, water propelled from squirt guns, frisbees, etc. If you wish to distribute items to parade spectators, distribution must be made by persons handing out items while walking along the parade route as part of an officially registered entry.
6. The Manitou Days Grande Parade Committee and White Bear Events reserves the right to bar and/or remove from the parade at any time, any entrant not conforming to the rules and regulations of the parade, or refusing to follow the instructions of the White Bear Lake Police or parade officials.

Be careful at all times. The Manitou Days Parade Committee, White Bear Events and City of White Bear Lake collectively and individually disclaim any responsibility for accidents that may occur on June 16th in the staging area, while the parade is being lined up, in the parade line of march and at West Park. By signing and returning the application all parties in your group waive and release any claim against the Manitou Days Parade Committee, White Bear Events and City of White Bear Lake and any of their officers, directors, employees, contractors, agents volunteers or sponsors, for any personal injury, property damage or other damage sustained, whether or not caused in whole or in part by the negligence of such officers, directors, employees, contractors, agents and volunteers, which occurs during or as a result of participation in the Manitou Days Grand Parade on Friday, June 16, 2017.

Parade Participation Fee

ALL GROUPS MUST PAY A FEE to participate in the Manitou Days Grande Parade. Fees are structured base on your group entry type (ie non-profit and regular entry) and the date your application is received. The parade fee covers one group and one support vehicle. Additional vehicles are allowed for an additional cost of \$100 each. Parade application fees are non refundable. Payment options are cash or check payable to White Bear Events. **Registration Deadline is May 19, 2017. White Bear Events can not wave the parade fee for any group, nor do we accept trades of goods or services in exchange for the parade fee. Limited non-profit spaces are available, therefore, only local churches,**

organizations and youth orientated groups are eligible for this fee. **POLTICAL ENTRIES DO NOT qualify for the non-profit rate.** All applications are subject to Manitou Days Parade Committee approval.

Parade Participant Information

Date:

Friday, June 16, 2017

Time:

The Parade will start at 6:30 pm rain or shine. Line-up times are staggered beginning at 4:30 p.m.

Distance:

The parade route is about one mile long. Line up space will add to the distance participants walk in the Parade.

Route:

The Manitou Days Grande Parade will begin on 2nd Street at Clark Avenue. The parade will travel down 3rd Street and turns north on Banning Avenue. The parade follows Banning Avenue for one block and turns east onto 4th Street. The parade travels down 4th Street to Lake Avenue. At Lake Avenue, the parade turns north and follows Lake Avenue to 11th Street/West Park. Parade units will disband in the side streets around West Park. The staging area for the line-up will take place on Clark Avenue, Lake Avenue and 1st Street and 2nd Street.

Line Up Information:

Parade orders including line-up information (which is your parade number and division assignment), staging location, special information and a map will be sent to all registered parade entries in early June. Information will also be posted online at <http://www.manitoudays.com>. **The Parade order is based in part on date applications and fees are received.** We are unable to accommodate special requests as many parade entries involve young children, the elderly or individuals with plans following the parade. Please make arrangements to communicate all line-up information to everyone in your group prior to the Manitou Days Grande Parade. Make sure that they know the name which name your group is registered under (Name of Unit as listed on the application).

Distribution of Promotional Items:

It is estimated that a minimum of 8,000 spectators venture into downtown White Bear Lake for the Manitou Days Grande Parade. Based on feedback from last year, one group prepared about 3,000 handouts and ran out half-way through the parade. This year they plan to prepare for at least **6,000** handouts. This information may help as you plan the amount of candy and promotional items you wish to distribute. Please note that stickers, water guns and water balloons are **NOT** allowed. Please limit distribution of paper and handouts along the parade route. The Manitou Days Grande Parade Committee encourages participants to minimize paper and general waste that may wind up in city streets, in yards and in White Bear Lake.

Parking Information:

Highway 61 gets very busy the afternoon and evening of the Manitou Days Grande Parade. If possible, avoid travel on Highway 61. Consider using side streets or enter the downtown area from the north end of town. Look for parking spaces on the west side of Highway 61. We strongly suggest that you consider designating a location on the west side of Highway 61 to meet as a group. If you have been in our parade before, you know that line up space is at a premium, and often shares the road with residential traffic. Help us keep the line up area as safe as possible by telling everyone in your group to walk into the line up areas as the roads will be closed to all non-residential traffic. We are also counting on you to pass on all line-up information to your group such as your parade number and division. By doing so you are helping us to create a safe and enjoyable parade. Parade orders including line-up information will be mailed to you in early June and posted online at <http://www.manitoudays.com>

Application on following page.

2017 Manitou Days Grande Parade Application

Friday, June 16 - Rain or Shine! 6:30 pm - Downtown White Bear Lake

Celebrating 50 Years of Fun in the Sun

Application Deadline May 19 for Publication Purposes

of Entries Requested _____ Type of Unit: __Float __Novelty __Musical __Commercial __Other

Name of Unit (as it should appear in print): _____

Line-Up space is at a premium. **All groups will be given 20 feet for line-up.** Please let us know if additional space is requested. We will do our best to accommodate your request which may include moving your group farther back in the parade. Please note that if you do not request additional space and you show up at the parade needing more space, you will be directed to the end of the parade. Please request additional space if you think you may need it.

We would like to request an additional _____feet of space for line-up. Vehicle Type (if applicable): _____

Business/Organization: _____

Contact: _____ E-mail: _____

Daytime Phone: _____ Evening: _____ Cell: _____

Address : _____

City: _____ State: _____ Zip: _____

I have read & agree with the Parade Participant Rules - Signature: _____

Please provide some commentary about your group for the Parade Emcee:

Parade Application Fee Scale/Schedule

The Manitou Days Parade is limited to 99 units. **Each parade application fee covers one group and one support vehicle only.** Additional vehicles are allowed at an additional cost of \$100 each. **Parade line-up assignments are determined by the date completed applications (including payment) are received by White Bear Events.** Early registrants will be placed in the front of the parade; those who register later will be placed towards the end of the parade. Manitou Days Parade application fees are non-refundable. Payment options: Cash or Check payable to White Bear Events. Registration Deadline: May 19. All applications are subject to Manitou Days Parade Committee Approval.

<u>Application Received By:</u>	<u>March 31</u>	<u>April 30</u>	<u>May 19</u>
Regular Entries Fee	\$125	\$150	\$175
Non-Profit Entries Fee	\$60	\$ 70	\$ 80

White Bear Events can not waive the parade fee for any group, nor do we accept trades of goods or services in exchange for the parade fee. Only local churches/organizations and youth orientated groups are eligible for the non-profit rate. Political groups DO NOT qualify for the non-profit rate. Applications sent in with the incorrect fee will be returned.

TO REGISTER

Send completed and signed entry form along with payment to

White Bear Events

4707 Highway 61, #103 -White Bear Lake, MN 55110

QUESTIONS

E-mail:manitoudaysparade@hotmail.com

FOR OFFICE USE ONLY:

DATE RECEIVED: _____

AMOUNT PAID: _____

UNIT NUMBER: _____

NOTES: _____