

PARADE ENTRY APPLICATION ST. PATRICK'S DAY PARADE

SATURDAY, MARCH 16, 2019 at 11:00am

PRESENTED BY THE HERMOSA BEACH CHAMBER OF COMMERCE

Application and payment deadline

FRIDAY, MARCH 1, 2019

For more info, call us at (310) 376-0951 or visit HBChamber.net

This parade is intended to be a fun, community event.

**** The Chamber reserves the right to deny entry for any reason ****

Organizations that are political in nature will NOT be allowed in the parade.

Parade Rules and Regulations

1. All Parade participants must check-in upon arrival.
2. Only Parade Unit(s) are allowed in Staging Area.
3. All units must have a Unit Number to participate in the parade. Unit numbers must be displayed on the right front of your entry to identify the unit to the announcing stage(s) and Parade Marshals.
4. NO candy or any other objects shall be thrown from any parade unit. Failure to abide by this rule will place your entry at the end of the parade line-up the morning of the parade.
5. Walking Unit(s) are limited to 25 people per Entry.
6. Children under the age of 5 must be in an automobile or float, unless they are part of a walking Unit.
7. Children walking units will NOT be allowed to walk outside the main route and must be accompanied by Adult(s) at all times within the entry.
8. **NO Alcohol permitted anywhere along the parade route and staging area.**
9. NO Person(s) or article(s) are allowed to hang over the sides of Floats or Vehicles. If a Unit is in violation of this rule the Unit will be removed from parade lineup immediately.
10. The Parade is a Forward Motion parade; units may not STOP to perform in front of the announcers stand or anywhere along the parade route, which may disrupt the flow of the parade. Parade Marshal's instructions to resume movement must be promptly followed. All units must keep pace with the unit ahead of them to ensure there are not reasonable gaps, which interrupt the forward flow of the Parade.
11. Parade Units must continue moving until you have returned to the disband area at 8th Street and Hermosa Avenue. No stopping or unloading will be allowed prior to disbanding, (Strictly Enforced) as this will cause congestion and delays in the Parade.
12. Participants shall clean up any materials or debris left in the staging area by your Unit(s). This applies particularly (but not exclusively) to units with animals.
13. Owners of Parade vehicles shall ensure that such vehicles are insured, as required by the State of California law.
14. Drivers of motor vehicles must remain with the vehicle at all times.
15. Parade applicants shall clearly identify a person or persons in charge of their Unit who may be contacted by Parade Monitors or other Parade officials regarding parade rules violations.

Entry & Advertising Release: In consideration of acceptance of this entry, the entrant agrees to permit the Hermosa Beach Chamber of Commerce St. Patrick's Day Community Parade to use their names and/or photographs, films or tapes of the Units for publicity, advertising and promotional purposes.

Credentials: Entry confirmation will be made by email. All registration materials and entry identification will be issued by the Hermosa Beach Chamber of Commerce.

Liability: All parade entrants including individuals, organizations, groups, businesses and non-profit organizations participating in the St. Patrick's Day Parade must provide the Hermosa Beach Chamber of Commerce with a *Certificate of Insurance* providing personal injury and property damage liability insurance with a minimum coverage of \$1 million combined single limit coverage. Insurance is to be placed with insurers with a current AM Best's rating of no less than A:VII. *Please see page 3 for more information.*

Proof of insurance (read and sign): Each parade entrant will certify that all authorized vehicles are covered by General Liability or Personal Liability insurance as provided by the State of California law.

I CERTIFY THAT SUCH INSURANCE WILL BE IN FULL FORCE AND EFFECT ON THE DAY OF THE PARADE.

Printed name and title: _____

Signature: _____

I, as a duly authorized agent and representative of Entrant, hereby acknowledge that I have read and understand the rules and regulations, which are a prerequisite of participation in the St. Patrick's Day Community Parade. I agree that Entrant and all participants and others assisting or otherwise connected with Entrant's Unit or Units will abide by said Rules and Regulations before, during and after the parade.

Organization: _____

Signature of Authorized Agent: _____ Date: _____

STEP 1: CONTACT AND EVENT INFORMATION

Name of Organization _____
 Contact Person (onsite) _____
 Address _____
 City _____ State _____ Zip Code _____
 Work Phone # _____ Home Phone # _____
 E-mail _____ Phone # at Parade _____

STEP 2: FILL OUT BELOW AND SEND IN CHECK PAYMENT

School Band (Youth)/Marchers NO FEE
 Estimated no. of participants _____

Non-Profit YOUTH Organization \$75 \$ _____
 No. of participants (25 MAX) _____
 501C3 ID# _____

Non-Profit Organization \$100 \$ _____
 No. of participants (25 MAX) _____
 501C3 ID# _____

General Entry – **walking** (per group) \$150 \$ _____
 No. of participants (25 MAX) _____

with vehicle (1 vehicle MAX)

with bike (50 bikes MAX)
 **must provide proof of insurance

Commercial – less than 25 employees \$250 \$ _____
 more than 25 employees \$300 \$ _____

Float or U-Haul Trailer (NO buses of any type) \$200 \$ _____
 must call for approval – approx. size
 **must provide proof of insurance
 **not to exceed 10 ft. in height

Equestrian/animals \$100 \$ _____
 **must provide proof of vaccinations
 estimated no. _____

Dignitary / City Official \$50
 Providing own car/driver \$100 \$ _____
 Needs car/driver
 Name _____
 Year/Make of Car _____
 **must provide proof of insurance
 **must provide own signage

TOTAL _____
 Entry fees are non-refundable \$ _____

Classic Car or Convertible **with driver** NO FEE
 Name _____
 Year/Make of Car _____
 **must provide proof of insurance

STEP 3: REMEMBER TO SEND

Returned application must include:

- Both pages of application, signed
- BRIEF DESCRIPTION OF ENTRY VIA EMAIL TO info@hbchamber.net (25 WORDS OR LESS)
- Certificate of insurance (required for everyone)

Make checks payable to:
 The Hermosa Beach Chamber of Commerce

To avoid a late fee of \$50, please submit application and payment by:

FRIDAY, MARCH 1, 2019

To: St. Patrick's Day Community Parade
 Hermosa Beach Chamber of Commerce
 1007 Hermosa Avenue
 Hermosa Beach, CA 90254

Phone #: (310) 376-0951 Fax #: (310) 798-2594

Email: info@hbchamber.net

Signature

In submitting this signed application, I agree to abide by all of the Parade Rules & Regulations

Date

**The Parade Committee has the right to refuse any entry and edit all script narrations.

IMPORTANT INFORMATION for INSURANCE CERTIFICATION

All participants including commercial and art & craft vendors, food vendors, non-profit organizations participating in the St. Patrick's Day Parade must provide the Hermosa Beach Chamber of Commerce with a *Certificate of Insurance* providing personal injury and property damage liability insurance with a minimum coverage of \$1 million combined single limit coverage. Insurance is to be placed with insurers with a current AM Best's rating of no less than A:VII.

YOUR APPLICATION WILL NOT BE APPROVED OR PROCESSED WITHOUT A CERTIFICATE OF INSURANCE INCLUDED

This certificate should name the following business/organizations and their officers, employees and agents as additional insured:

Hermosa Beach Chamber of Commerce
and Visitors Bureau
1007 Hermosa Avenue
Hermosa Beach, CA 90254

City of Hermosa Beach
1315 Valley Drive
Hermosa Beach, CA 90254

Bell Events Services
531 Main Street #229
El Segundo, CA 90254

Applications will not be approved without the certificate of insurance received in the office of the Hermosa Beach Chamber prior to the event. For your convenience, we have provided a short list of insurance carriers that specialize in liability insurance for special event participants. Your choice of carrier is completely at your discretion and is NOT limited to the suggestions provided below.

ACT Insurance
info@actinsurance.com
www.actinspro.com
866-395-1308

Beach Coast Insurance
Chris@beachcoastinsurance.com
www.beachcoastinsurance.com
310-318-1555

Anthony Insurance Services
www.anthonyinsuranceservices.com
877-811-2271

Bichlmeier Insurance Services
www.bisins.com
310-376-8852

If you have any further questions, please contact the Hermosa Beach Chamber of Commerce at 310-376-0951 or stop by the office between 9 – 5 pm.