



2024
Logan County Tobacco & Heritage Festival
PARADE ENTRY FORM

Entry Deadline – **October 9th**

Name of Entry: _____

Responsible Party: _____ Day of Contact/Cellphone:(____) ____ - _____

2024 Theme: Blazing A Trail

Please Check the Category That Best Describes Your Entry:

- Festival Pride:** Individual, Family, Pageant Winners
- Non-Profit:** Not-for-Profit Organizations, School Groups, Sports Teams, Clubs, Churches, etc.
- Small Business:** Any small business with 1-250 employees.
- Industry:** Any Large Business with Over 250 Employees.

***Please note:** Awards will be given to the following categories: Non-Profit, Small Business, Industry, and Festival Pride. Float Judging will take place 10/11 at 6:00pm. To be entered into float judging, you must submit pictures of all four sides of your entry to executive.assistant@loganchamber.com no later than 10/11 at 4:00pm. Ribbons will be presented to 1st, 2nd, and 3rd place of each category the morning of 10/12 to be displayed during the parade.

Please Select the One That Best Describes Your Entry:

- Pickup Truck 2-Wheeled Wagon/Trailer Pulled By: Tractor Truck Other
- Walking Unit/Entry 4-Wheeled Wagon/Trailer Pulled By: Tractor Truck Other
- Semi Truck & Trailer Gooseneck Trailer Pulled By: Tractor Truck Other
- Motorcycle (See Rules) ATV/Go-Cart (See Rules)
- Van Other _____
- Car (Only currently serving multi-county, state or federal elected officials, judicial officials)
- Antique Vehicle (Must Have Been Manufactured 25 Years Ago to be an Antique)

Entry Total Length: _____ Is the Entry a Float? Yes No

By submitting this entry form, all involved with this entry agree to the rules as set forth by the Logan County Tobacco & Heritage Festival Steering Committee and the Logan County Chamber of Commerce Board of Directors that I received with this application. We, in consideration of being permitted to participate in the Logan County Tobacco & Heritage Festival Parade, hereby voluntarily release and discharge the Logan County Chamber of Commerce, its agents, members, officers, volunteers, and employees, from any and all liability for any embarrassment or damage, injury, either personal or property, incurred by us, jointly or separately, while participating in said event and do hereby voluntarily assume all risks. We have read the parade rules and agree to abide by them or be dismissed from the parade. The driver of the vehicle further certifies that they possess a valid driver's license and that the vehicle being driven is legally registered, licensed, and insured in accordance with the motor vehicle laws of the Commonwealth of Kentucky. Furthermore, as parade participants, we agree to follow parade official directives and agree to abide by the decisions of the Parade Chairman on parade day as final.

Responsible Party Signature: _____

Driver's Name: _____ Driver's Signature: _____

Entry Description to be Read from the Reviewing Stand: _____

**** Complete all parts of this form as they pertain to your entry and return to the Chamber office. ****

➤ YOUR FESTIVAL PARADE CHECKLIST

- **APPLICATION INSTRUCTIONS:**
 - **PARADE ENTRY FORM:** To participate in this parade, each entrant shall deliver a properly completed Parade Entry Form to the Logan County Chamber office by the **deadline of Oct. 9th**, at which time the entrant will receive their parade packet. No entries will be taken by phone.
 - **RESPONSIBLE PARTY:** The person who signs the entry form will be held responsible to make known the instructions, rules and regulations written within this document to all parade participants on their entry. They also assume responsibility for the actions of all participants in, on and/or associated with the entry.
 - **PARADE JUDGING:** Awards will be given to the following categories: Non-Profit, Small Business, Industry, and Festival Pride. Float Judging will take place 10/11 at 6:00pm. To be entered into float judging, you must submit pictures of all four sides of your entry to executive.assistant@loganchamber.com no later than 10/11 at 4:00pm Ribbons will be presented to 1st, 2nd, and 3rd place of each category the morning of 10/12 to be displayed during the parade.

- **PARADE THEME FOR 2024: BLAZING A TRAIL**
 - All entries are to be decorated integrating the Tobacco & Heritage Festival theme. Exceptions include military units, bands, dignitaries, horses, antique vehicles (must be manufactured 25 years ago), or other entries that the Parade Chair deems appropriate.

- **ENTRY TYPES NOTICE:**
 - **BUSINESSES:** You must not solely promote any business. Business recognition will only be allowed if the parade theme is the primary emphasis.
 - **INDIVIDUAL VEHICLES:** Individual vehicles other than antiques, will not be allowed unless approved by the parade chairman.
 - **POLITICAL CANDIDATES:** Any political candidate running for office may ride in the parade if they are on their respective party's parade entry/float (not a series of individual vehicles). The only politicians permitted to ride in individual vehicles are those currently elected officials at the multi-county, state or national levels of government. If the current office holder is running for election/re-election, campaign materials are to be distributed only from their respective party's parade entry/float, and not from their individual entry/vehicle. The preceding restrictions shall not apply to any candidate for the Kentucky Court of Justice. Candidates for the Court of Justice may enter the parade through individual vehicles.
 - **PARADE CONDUCT:** All entries shall abide by the standards of our community. No entry shall contain sexually explicit or suggestive displays, content, or behavior, including profanity. Those observed in any activity described here will be escorted from the parade route and may be barred from future parade participation. This will be **strictly enforced**.
 - **PAGEANT WINNERS:** Winners (1st, 2nd, 3rd place) of the Logan County Fair Pageant, Tobacco & Heritage Festival Little Mr. & Miss Pageant, or Festival Queen's Pageant are eligible to ride in the parade. The Festival Queen and her court are provided a float to ride on. All others need to provide their own float decorated around the Festival theme. Winners may not ride in a car or individual vehicle. They must ride on a float, decorated trailer, etc. Winners from the same pageant are encouraged to ride together.

- **YOUR PARADE ID #:**
 - If your entry has multiple vehicles, please make copies of the Entry ID# Paddle sheet so each vehicle will display the same ID# and so that we can know when all of your entry has entered the parade.
 - Your ID # is **not** your parade position, but a means to identify your entry. Please display on the driver's side of the entry.
 - As you enter the Parade Route, the driver must hold the Parade Entry ID Paddle where it can be easily seen from the left-hand side of the vehicle pulling the entry.

- **WHERE TO GO ON PARADE DAY:**
 - **PARADE DAY TIMELINE:**
 - 8:30 Entries begin arriving to Staging Area until 10:00 am.
 - 8:30 Parade Staging Area Barricaded/Blocked Off.
 - 10:00 Streets Closed. No More Vehicles Allowed into Staging Area.
 - 10:30 Parade Begins and lasts approx. 1 hour.
 - **STAGING AREA:** The attached staging information is your guide to where your entry will be "staged" prior to the parade, as well as the location of the designated entry point. The staging area entry points will be staffed. After you have entered your designated staging area, travel along

the street and park on the right-hand side behind the first entry you come to. **NOTE:** While the barricades are in effect (8:30-10 am), only residents of the staging area and parade entries will be allowed to enter. The **only** exceptions are vehicles carrying disabled persons who are to ride in the parade. By 10:00 am no one other than residents who live within the barricaded areas, will be allowed to drive on any street along the parade route, nor the staging area. After this time, anyone in the Parade must walk to their destination, as cars will not be permitted to drive to their spot to drop off someone.

- **CONFIRM DRIVER:** If the driver of your entry is not the one specified on your original entry form, please have the driver come by the Chamber office to update your original entry form by providing the needed information and signature, or have them complete and sign the enclosed Parade Entry Disclaimer to be given to the parade official at the entry point to the staging area.
- **REVIEW STAND:** As you enter the Parade Route, the driver must hold the Parade Entry ID Paddle where it can be easily seen from the left-hand side of the vehicle pulling the entry. If your ID# cannot be seen as you approach the stage, we will not know what entry you are. Therefore, your description can not be read from the reviewing stand and your entry will not be seen by the judges. Your entry will not be judged if we cannot see your entry # as you approach the stage.
- **AT END OF PARADE:** In order to prevent traffic problems, accidents and injuries, you shall not return to the staging area. All entries will be directed by a Parade Official to either travel down Bethel Street or turn onto W. 5th to arrive at the “entry disembarking area” on South Winter Street. Then, the entries will follow South Winter Street to W. 9th Street, to leave the parade and staging areas.
- **DRIVER/RIDER/PUBLIC SAFETY RULES:**
 - **ATVs/FOUR-WHEELERS:** will be allowed if following rules are observed:
 1. The driver must follow KY state law regarding use of helmets and restraints.
 2. There can be no more than one rider per ATV, seated behind the driver.
 3. The operator must be a licensed and insured driver, age 16 or older.
 4. There will be no “trick” performances or dangerous driving tolerated!
 5. NO DIRT BIKES allowed.
 - **CHILDREN:** All entries with children (birth to 17 years old) riding must have at least one adult to ten children.
 - **DRINKING OR USE OF ILLEGAL DRUGS:** No participant in the parade shall use alcoholic beverages or illegal drugs. Anyone appearing to be intoxicated or under the influence of drugs will be promptly reported to the local law enforcement officials and removed from the Parade.
 - **GENERATORS:** All entries using a portable generator shall have a working fire extinguisher aboard and shall have an ample supply of fuel before entering the parade staging area. No fueling shall be allowed in the staging area.
 - **HORSES:** Horse riders **will not** be allowed to pick up or drop off people along the parade route. Cap guns and/or other noisemakers that may scare horses are not permitted. Anyone caught with these will be asked to leave the parade.
 - **LICENSE & INSURANCE:** The driver of any entry in the parade shall possess a valid driver’s license and insurance, except for miniature motorized vehicles such as go-carts, battery-powered vehicles without an engine, or stock tractor-style lawn mowers. Each vehicle will need to be escorted by an adult.
 - **MOTORCYCLES:** will be allowed if the following rules are observed.
 1. The motorcycle must be properly registered within the state of residence of the driver.
 2. The driver must possess a valid driver’s license and insurance.
 3. The driver and any riders must follow KY state law regarding the use of helmets.
 4. There can be no more riders than the number of seats on the motorcycle.
 5. There will be no “trick” performances or dangerous tolerated!
 6. NO DIRT BIKES allowed.
 - **RIDERS:** No riders are permitted to ride on the roof, hood, trunk, running board, or tailgate of a vehicle. Riders **must** remain seated or holding onto a firmly secured stationery object. If you plan to have riders in/on the back of a truck, the following rules shall be observed at all times:
 1. If a FLATBED TRUCK, no rider is to be sitting with legs dangling off of the bed or truck; all riders must be seated with feet on bed of truck, and feet no closer than 18” from edge of bed.
 2. If a PICKUP TRUCK, no rider is to be sitting on bedrail or top of any bed extensions; all riders must be seated inside bedrails at all times. Riders must remain on entry until you reach the “disembarking” location at 5th and Winter Streets or until instructed otherwise by a parade official or a law enforcement officer.
 - **ROUTINES:** Entries with routines shall be kept in a continuous move forward, with parade pace, causing no more than one car length gap between entries.
 - **SMOKING:** Smoking will not be allowed in or on any entry from the time the entry arrives at the staging area until it reaches the end of the parade route, which is the “entry disembarking area”.

- **SPACING:** Entries are responsible for staying a safe distance from the entry in front of them, but not an excessive distance. Approx. one car length. **THE SPEED LIMIT SHOULD NOT EXCEED 5 MPH**
- **THROWING CANDY.:** Walking **beside** (not in front of or behind) your entry (a person walking between the crowd and your entry) is the **ONLY** method permitted for the distribution of candy, koozies, or other small items. One person on either side of your entry is recommended. This protects both children & adults from running up to a moving entry and getting hurt. Throwing candy or other items **from any entry** is strictly prohibited. We reserve the right to remove candy or other items from an entry before and during the parade. Those riding on parade entries that are observed throwing candy or other items from the entry will be escorted from the parade route and may be barred from future participation. This is an important safety issue and will be **strictly enforced.**

➤ **IMPORTANT NOTICE:**

- **ENTRIES VIOLATING RULES:** Anyone not abiding by these rules before or during the parade will be removed immediately from the parade by law enforcement. If you are removed from the parade in this manner, you are barred from future participation. This will be strictly enforced!
- **PARADE OFFICIALS RIGHTS:** Any oral directive given by a Parade Official on the day of the Parade shall be construed as being a part of the rules and regulations of the Logan County Tobacco & Heritage Festival Parade. These rules are made strictly for the safety and enjoyment of all participants and spectators.

Parade Officials reserve the right to do any of the following;

1. Orally, or in writing, amend, add or delete from these rules.
 2. Prohibit any unit from entering the parade.
 3. Remove any unit from the parade at any time or at any point along the parade route.
 4. Reject the entry application of any unit which in the opinion of the Parade Chair(s):
 - Does not reflect theme
 - Does not abide by the parade rules
 - Poses a potential hazard to parade participants and/or spectators
- The decision of the parade chairman is final and irrevocable. By submitting the parade entry form, each participant/entrant agrees to abide by the decisions of the parade chairman.