

St. Patrick's Committee of Holyoke, Inc.

PO BOX 871
HOLYOKE • MASSACHUSETTS 01040

ANNUAL PARADE – SUNDAY MARCH 22, 2020

The Holyoke St. Patrick's Parade represents, in grand tradition, the celebration of the patron Saint of Ireland, Saint Patrick. With this in mind, each participating unit in the Parade must adhere to the Parade Standards and Regulations of the Parade Committee, in general, and the Float Committee specifically.

FLOAT STANDARDS AND REGULATIONS

(Excerpted from St. Patrick's Committee of Holyoke, Inc. Parade Standards and Regulations)

1. All floats must be approved by the Float Committee before entering the line-of-march. The Parade Committee retains the right to reject float designs that in its sole opinion do not reflect the theme of the Parade.
2. Each float must adhere at all times to one of four themes symbolic of the Parade: IRISH, RELIGIOUS, PATRIOTIC, and OPEN. No float representing Political, Personal Opinions or Beliefs will be allowed to participate in the Parade
3. For safety reasons, it is recommended floats do not exceed fourteen (14) feet in height to an absolute maximum of fifteen (15) feet in height.
4. For maneuverability, it is recommended that each float unit be no more than forty (40) feet in length, and that the width of the float be such that it will move freely along the parade route and be able to negotiate required turns.
5. Any float that breaks down and cannot proceed in the Parade shall be immediately removed to the nearest side street. If the breakdown is repaired, the float will be allowed to re-enter the Parade after the last unit has passed, or at the direction of Parade / Float Coordination officials.
6. At no time shall a float enter the line-of-march until instructed to do so by a properly identified Parade / Float Coordination official in the staging area.
7. Lettering of the name of the float sponsor must be in harmony with the general theme of the float and will be a factor in judging the float.
8. Floats will enter the line-of-march only after it has been determined by Parade / Float Committee officials that the float conforms to the rules governing participants, passed the safety inspection, and obtains approval of the censors of the Parade.
9. The right is reserved to remove any float from the line-of-march at any time, for safety reasons, for indecorous behavior, or for structural instability. **NOTE**; Excessive music volume or nuisance disruption to the other Floats and the Judging area may result in REMOVAL from the Parade, if request made from Float committee.
10. Samples of merchandise, candy, or other articles are prohibited from being thrown or handed out from floats, or distributed by other persons associated with the float and/or unit while the Parade is in progress. Float riders and out-walkers may not solicit anything from Parade viewers. Violation of this policy will result in immediate ejection from the Parade route, with no consideration given to future invitations for Parade participation.
11. The Parade / Float Committee must be advised in advance, during the float application process, regarding **sound and music amplification** or other noise of any kind, or type, etc. to be used on the float as it may compete or interfere with live bands marching ahead or behind the float. This also includes such things as Profanity and other inappropriate language usage.
12. No person is permitted to ride on a float in the Parade other than those selected and designated, by the float sponsor, to be in the Parade.
13. So the float sponsor may receive the full benefit of participation in the Parade, it is agreed that a full and complete description of the float entered in the Parade shall be delivered to the Float Committee no later than **Feb. 14th**. This information is used to provide proper credit and exposure during the television broadcast as well as any pre-Parade publicity that may be undertaken by the Parade Committee. This information is also

used to determine placement of the float in the line-of-march. The description should include the approximate height, width, and length along with any unique facts that can assist in describing the float during the television broadcast.

14. Safety precaution: Legally, the tail pipe of each float must have a fireproof extension that extends at least six (6) inches beyond the float skirt.
15. Judging of all floats will occur prior to the start of the Parade at the float staging area. All floats should be in the float staging area (lower lot, US Rte. 5, Holyoke Charter School) by 8:00 A.M. on Parade Day. Award designations for winning floats will be placed on the front of the floats, as well as trophies distributed, at the start of the Parade. Float information must be received by the Parade / Float Committee no later than the FEB 14th for the float to be qualified for judging.
16. To receive the greatest possible television coverage, the main theme of the float should be facing forward and to the left, towards TV cameras. Consequently the rear aspect of the float should be the highest point of attention.
17. Liability and Insurance: (a) The St. Patrick's Committee of Holyoke, Inc. carries general liability insurance to protect itself against claims arising from its events and activities. The Parade Committee coverage does not extend to provide protection for float sponsors, builders, or other participants.

(b) The Parade Committee requires each float, float sponsor, and builder be insured by a general liability insurance policy, with a no deductible clause, from a company approved by the Parade Committee, for a minimum limit of \$500,000 per occurrence and a policy limit of \$1,000,000. This may be accomplished by the float sponsor or builder carrying the insurance and providing the Parade Committee with a certificate of insurance certifying the required policies of insurance have been issued and specifically naming the St. Patrick's Committee of Holyoke, Inc. as an additional insured. The certificate of insurance shall be delivered to the Parade / Float Committee three (3) weeks prior to the Parade.
18. Please refer to the St. Patrick's Committee of Holyoke, Inc. Parade Standards and Regulations for additional information.

ADDITIONAL REQUIREMENTS:

1. Vehicles used in the Parade as a float towing vehicle must submit evidence of a valid registration and valid insurance coverage for the vehicle to the Parade / Float Committee.
2. Vehicles used in the Parade as float towing vehicle, which have business names or commercial advertising imprinted or mounted on the vehicle, must remit payment of a \$500 advertising charge to the Parade Committee prior to the Parade.

Please forward all parade float questions and requested materials to:

William Quesnel
Float Chairperson
5 Applewood Lane

Holyoke, MA. 01040

Phone:
Cell: 413-530-1078
Email: wjq53@comcast.net

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NAME OF FLOAT ENTRY: _____

ORGANIZATION / SPONSOR: _____

CONTACT NAME: _____ **PHONE:** _____

SIGNATURE: _____

(Person selecting category for judging)

Note: Completed form must be returned to the Float Committee by Jan. 20th or float will not be judged on Parade day.

FLOAT JUDGING INFORMATION

For your information:

There are four themes for floats in the parade from which you choose to be judged. They are as follows:

1. IRISH (Float is reflective of an Irish based theme)
2. RELIGIOUS (Float is reflective of a religious based theme)
3. PATRIOTIC (Float is reflective of a patriotic / military based theme)
4. OPEN (Float theme does not specifically fit one of the above themes)

Please check one!

Float judging on Parade Day is based on the following criteria:

1. CONSTRUCTION (Quality of construction, structural soundness) – 30%
2. BEAUTY (Overall beauty of the entire float) – 50%
3. DESIGN (Adaptability to the chosen theme for judging) – 20%

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FLOAT INFORMATION FORM

NAME OF ORGANIZATION: _____

CONTACT NAME: _____ PHONE: _____

EMAIL CONTACT: _____

ORGANIZATION: _____

NAME OF FLOAT: _____

SPONSOR/s: _____

WHERE FLOAT IS BEING BUILT: _____

MUSIC / AMPLIFIED SOUNDS ON FLOAT: Y___ N___
(With prior Parade committee approval)

PERSON(S) RIDING ON FLOAT: _____

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NAME OF ORGANIZATION: _____

TV /MEDIA INFORMATION:

(Include past awards won, years in Parade, information that will assist float judges, television, radio, newspaper, and publicity efforts, Theme, where it came from and why this theme selected, who built it). Use additional paper if required!

NOTE: Completed form must be returned to the Float Committee by Feb 15th or float will not be judged on Parade day.

Television Radio Newspaper Parade file

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Towing Vehicle Information

This form is to be used for any and all vehicles towing any Float. Each request is to be completely filled out and the completed form returned with your participation agreement. Vehicles presented for insertion into the line of March without this and the required attach documents will be removed from the Parade Line-up. Please complete the form in its entirety, attached the requested:

insurance forms, picture of vehicle, copies of valid registration for participation.

Thank you in advance for your cooperation.

Name of Group _____

Vehicle Owner _____

DRIVERS NAME: _____ CELL PHONE: _____

Owner's Address _____

City, State, Zip _____

Make _____ Model _____ Registration # _____

State of Registration _____ Insured Yes _____ No _____

Name of Insurance Carrier _____

Color Primary _____ Color Secondary _____

Organization Lettering Present on tow vehicle; Yes _____ No _____
(if yes a \$500.00 advertising is applied and due with application per sht. 2 additional requirements, line 2)

Check List;

Please attach the following information to each application. Incomplete applications will be returned.

✓ **Insurance Information Attached as follows:**

Non-Commercial vehicles

Copy of the vehicles certificate of registration and a photo copy of the vehicle. Policy limits on the insurance section for bodily injury and optional bodily injury limits to be minimum of 100,000/300,000, and as per the limits set by the yearly review of the Insurance Committee and the Board of Directors of this Committee.”

Commercial Owned Vehicles

Copy of the vehicles registration and a photo copy of the vehicle. A certificate of insurance naming the Saint Patrick's Committee of Holyoke, Inc. as and additional insured with limits of liability no less than 500,000 / 1,000,000, general liability and automobile liability, and as per the limits set by the yearly review of the Insurance Committee and the Board of Directors of this Committee.”

Pictures of Vehicle and a Copy of VALID Registration