



Kailua Chamber of Commerce 64th Annual Independence Day Celebration

P.O. Box 1496 Kailua, Hawaii 96734
Phone: 261-7997
www.kailuachamber.com

Office-use only
Ap _____
Fee _____
Nar _____

PARADE PARTICIPANT APPLICATION

MAIL IN THIS PAGE WITH YOUR APPLICATION FEE

Date: Monday, July 5, 2010

Time: In your staging area by 9:00 a.m. Parade begins at 10:00 a.m. Finishes about noon.

Deadline: June 11, 2010 for discounted fee; June 25, 2010 final deadline ***NO EXCEPTIONS***

**all units are required to display the American Flag (of any size)*

THIS YEAR'S THEME: LET FREEDOM RING!

Name of Business
or Club/Organization: _____

Contact Person: _____

E-mail (required): _____

Mailing Address: _____

Phone (work): _____ Phone (home): _____ Fax: _____ Cell: _____

<u>Type of Entry:</u>	<u>Fee by June 11th</u>	<u>After June 11th</u>
Non-profit organization	\$55	\$80
Commercial	\$225	\$275
Campaign	\$375	\$425
Marching Band	No fee	No fee
Military / Veterans	No fee	No fee
Horse Units	No fee	No fee

20% DISCOUNT FOR KAILUA CHAMBER OF COMMERCE MEMBERS!

Number of people in your entry (required): _____ Number of vehicles in your entry (required): _____

Judging Categories: (select ONE in which you wish to be judged)

Float / Motor Vehicle Unit _____

Dancing / Band/Music Unit _____

Marching / Horse Unit _____

Military / Veterans Unit _____

PLEASE COMPLETE YOUR APPLICATION AND RETURN WITH YOUR PAYMENT TO THE ADDRESS LISTED ON THE NEXT PAGE. NARRATIVES MUST BE EMAILED. PLEASE SEE FOLLOWING PAGE FOR MORE INFORMATION.

Thank you for participating in the 64th Annual Kailua Independence Day Parade!

MANDATORY

A short narrative (100 words or less) is required for the emcee to use in announcing your entry. All narratives should be submitted electronically to pam@hgmortgage.com by June 25, 2010.

RETURN YOUR COMPLETED APPLICATION, ALONG WITH YOUR CHECK, MADE **PAYABLE TO KCOC**, (NO CASH PLEASE) TO:

Kailua Independence Day Parade
c/o Kailua Chamber of Commerce
PO Box 1496
Kailua, Hawaii 96734

Applications, fees and narratives must be received by June 25th – no exceptions!
Everything must be received by June 11th in order to obtain the discounted fee rate.

There will be a **mandatory participant meeting on Wednesday, June 30th at 7:00 p.m. at the Kailua Intermediate School cafeteria.** Your parade packets, including your parade position and staging area information, will be distributed at that time. At least one representative must attend per entrant application. Any entrant that does not pick up their participant packet will be removed from the parade lineup and the entry fee will not be refunded. Check in with the volunteers by the **STREET** name you are assigned to.

Gates at Kailua Intermediate School will open at 7:00 am. There will be shuttle buses available to take you to your staging area from 7:00 am until 9:00 am. No animals are allowed on the shuttle buses. **Everyone MUST be in their staging area no later than 9:00 a.m.** Kainalu Drive will be closed by the Honolulu Police Department promptly at 9:00 a.m.

The Parade Committee will have sole & final discretion as to which type of entry category your group is in. As a family and community event, we reserve the right to refuse participation to anyone who has offensive or inappropriate types of entries. All walking units must have a form of entertainment (e.g., music or clowns).

SAFETY

Once your unit arrives at its designated street, be prepared for a wait. We suggest that hats, sunscreen, comfortable clothing, water and cold drinks be available to your group. The route is about 1½ miles long and there is no shade available. The bathrooms at Kainalu Elementary School at Kaha Street will be open until noon. Kailua District Park bathrooms will be open.

Children are to remain in or on moving vehicles **at all times.** Absolutely no going on and off moving vehicles will be allowed. Units that include children 5-13 years of age must have an adult to child ratio of 1 adult per 10 children. Units that include children under the age of 5 must have 1 adult per 2 children. Parade ushers will be clearly identifiable with labeled t-shirts and badges along the parade route and will have radios available for any emergency that might arise. **Please do not toss any items from floats or vehicles.**
***** Your organization is responsible for the safety of your participants *****

PARKING

Parking is available at Kailua Intermediate School until 1:00 p.m., at which time the parking lot gates will be locked. Parking in front of the loop is reserved only for horse trailers, buses, equipment trucks, the Royal Hawaiian Band members and vehicles with handicap tags. No other vehicles will be allowed to park there, as the area is needed for the large floats to maneuver and off-load after the parade. Parking is also available on all the side streets along the parade route. Please ensure that you are parked off the pavement and be respectful to the residents' lawns. It is important that you relay this information to your entire unit to avoid confusion. Shuttles will be available at Kailua Intermediate School before the parade to usher you to your staging area.

RETAIN THIS PAGE FOR YOUR RECORDS!

PARADE RULES

The Kailua Chamber of Commerce is proud to sponsor the annual Kailua Independence Day Parade. The Kailua Parade has been enjoyed by our community for years because it celebrates democracy! It is important for us to maintain its community-based flavor without getting too commercialized. We certainly appreciate all our sponsors and entrants for their time, commitment and dedication in preparing for the parade. However, there are certain important rules that must be followed for the safety of our participants and spectators. Please understand that these rules have come after years of experience and as a result of the many comments, suggestions and complaints that the Chamber office has received over the years.

1. The Parade Committee shall have the final determination in who may participate in the parade. Entries that are not appropriate for children's viewing or who promote controversial and/or negative advocacies and/or are deemed objectionable will not be allowed to participate in the parade.
2. Each unit is required to display a minimum of one American Flag. More is preferable.
3. Parade entries and individual participants shall conduct themselves in an appropriate manner at all times.
4. Entrants are discouraged from passing out leaflets and/or flyers as they end up trashing the neighborhood.
- 5. Participants are not allowed to throw items into the crowds due to the risk of the smaller kids getting trampled. Instead, we ask you designate people walking in your unit to hand out items.**
6. Entries shall be limited to no more than 100 participants, no more than 10 cars and no more than 100 marching feet in length. Marching bands and military equipment are exempt from this rule.
7. All entrants are urged to provide some type of creative entertainment for children. This adds to the enjoyment of all.
8. All entrants must follow the instructions of the street marshals to avoid unnecessary delays and proper spacing of the parade. No substitutions in line ups are allowed.
9. Entrants shall make every endeavor to maintain close spacing with the unit ahead. Activities that require a unit to stop and perform along the parade route are discouraged from doing so in that they cause large voids ahead of them and excessive stoppages behind them. Performances at the reviewing stand should be limited to 30 seconds.
10. The end of the parade will be at Kailua Intermediate School (KIS) parking lot. Units must use the KIS parking lot to disassemble or offload the floats. Parade marshals will direct floats into the parking lot in an orderly manner. No disassembly will be allowed on the streets as it backs up the parade and blocks others departing from the parade.
11. Refunds for cancellations only through June 25th. Returned checks will be assessed a \$25 additional fee.

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