Kailua Chamber of Commerce
71st 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

Date: **Tuesday, July 4, 2017**

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

Deadline: May 29, 2017 for Early Bird discounted fee; June 23, 2017 final deadline (USPS Postmark)

NO EXCEPTIONS

Kailua Chamber of Commerce/Parade Committee reserves the right to refuse participation of any applicant!

THIS YEAR'S THEME: With Liberty and Aloha for All

Name of Business,
Club or Organization: _____

Contact Person: _____

E-mail (required): _____

Mailing Address: _____
City State/Zip code

Phone (work): _____ Phone (home): _____ Mobile: _____

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

Would like to use 2016 narrative – circle one: Yes / No

Type of Entry:	Fee by May	May to June
Non-profit - Community	___$80 ($64)	___$120 ($96)
Non-profit – Keiki	___$80 ($64)	___$120 ($96)
Commercial	___$275 ($220)	___$325 ($260)
Campaign	___$450 ($360)	___$550 ($440)
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 IN RED!!

A winner will be chosen from each of the categories listed above with the exception of the Campaign and Horse units. Judges will pick "Best Use of Theme" and "Best Overall" from ALL parade participants.

#1 - PLEASE COMPLETE YOUR APPLICATION AND MAIL WITH YOUR PAYMENT TO:
KCOC – PO BOX 1496 – KAILUA, HI, 96734
#2 - EMAIL YOUR NARRATIVE (Less than 100 words) TO:
KCOC@KailuaChamber.com
CONFIRMATION EMAIL WILL BE SENT

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MANDATORY

Participant's **MANDATORY** meeting on **Monday, June 26th, 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.** After a short meeting you are to check in with the volunteers assigned to the ***STREET*** name you are assigned to.

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 more than 70 years because it celebrates democracy, freedom and our veterans! 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.

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.

RULES

- Participation cancellation must be received by 6/20/17 to receive a full refund of participation fee.
- Participants, whose check is returned by the bank, will be assessed a $25 service fee and will then be required to make payment with cash.
- Entries are limited to 50 participants and 8 cars with a maximum of 100 feet of marching space. No duplicate entries.
- Trucks/Floats must not exceed the height of 12' and width of 11'.
- No small, fast, spinning vehicles, including Hoverboards, will be allowed into the parade route.
- Parade spectators should remain OUT of or OFF the parade route.
- Each entry must display, at least, one American flag.
- Each entry is strongly encouraged to provide creative entertainment for children and families.
- Children participating in the parade must remain in or on moving vehicles **at all times.** Absolutely no jumping 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 every 2 children.
- All parade participants shall conduct themselves in an appropriate manner at all and dress appropriately.
- All parade participants assume all risks of injury and property damage arising out of participation in the Kailua Independence Day parade, and release the Kailua Chamber of Commerce, its agents, employees, members and directors from any liability, loss, expense or claims.
- All parade participants are discouraged from passing out leaflets and/or flyers as to prevent litter. You will be held responsible for trash resulting from your hand outs.

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- All parade participants are discouraged from throwing items into the crowds. Designated walking participants should personally hand-out items.
- All parade participants must follow the instructions of the street marshals to avoid unnecessary delays and proper spacing of the parade. Entrants shall make every effort to maintain close spacing with the unit ahead. Activities that require a unit to stop and perform, along the route, are discouraged from doing as it can cause large gaps ahead and behind them. Performances at the reviewing stand should be limited to 30 seconds. Those that do not abide by rules or street marshals instructions will be removed from the parade by HPD.
- No line-up substitutions are permitted.
- If you have animals participating in the parade please remember to bring them water and protect them from overheating. The asphalt gets extremely hot so dog booties are strongly recommended.

The end of the parade is Kailua Intermediate School. No disassembly of floats will be allowed at Kailua Intermediate School. Parade participants are responsible for the disposal and removal of all of their trash. Parade marshals will direct floats into the parking lot in an orderly manner. No units will be allowed to gather or park on Kainalu Drive as it backs up the parade and blocks others departing from the parade.

No one will be allowed to gather, after the parade, at the Kailua Intermediate School parking area.

PARKING

Every year parking is a premium.

The gates to Kailua Intermediate School will be opened at 7:00 am and closed at 1:30 pm. Vehicles left at Kailua Intermediate after 1:30 pm will be towed at owner's expense.

Parking attendants will direct you. Please note that the front loop is reserved for Horse Trailers, Buses, Equipment Trucks, the Royal Hawaiian Band members and vehicles with handicap tags (limited handicap parking available). 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 side streets along the parade route except for those designated as parade participant staging area. 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.

SHUTTLE

Shuttles will be available from Kailua Intermediate School to staging areas from 7:00 am – 9:00 am.

All participants are expected to be at their designated staging area by 9:00 am. HPD will be closing Kainalu Drive promptly at 9:00 am.

No Animals are allowed on the shuttle buses.

REMINDER

Once your unit arrives at its designated street, be prepared for a wait. We suggest that hats, sunscreen, comfortable clothing, water and/or cold drinks be available to your group. The route is about 1.5 miles long and there is little to no shade available. The bathrooms are at Kailua Intermediate, Kainalu Elementary and the Kailua District Park.

Street Captains will be stationed at the Kainalu Drive and your staging street. They will help to get your group in the correct line up.

Parade marshals will be along the parade route with 2 way radios in case of any emergency.

Please remember that all volunteers are exactly that…volunteers. These great people are giving of their time and energy to help make this event a success. Please respect them.

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PARADE T-SHIRTS

Help us defray the cost of the parade by purchasing the Independence Day Parade t-shirt for only $10 each. They will be available at the Kailua Information Center. Sizes adult small to 3xlarge.

If you have any concerns or complaints or would like to volunteer for next year's parade please contact the Kailua Chamber of Commerce.

PO Box 1496 - Kailua, HI - 96734

Telephone number 808-261-7997

Email: @kailuachamber.

ATTACHMENTS WILL BE SENT WITH CONFIRMATION EMAIL !!!

Parade Map

Things to bring – Reminder

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