

Dr. Martin Luther King, Jr. Parade Tampa, Florida

“Making the Dream a Reality”

2013

Parade Participant:

The Parade Committee, cordially invites you to participate in the 25th Annual Dr. Martin Luther King, Jr. Parade; **Monday, January 21, 2013**. The Tampa, Florida parade has continued to grow and improve in quality and content since its inception. The parade will again move down the east Tampa route on Dr. Martin Luther King, Jr. Boulevard. Participating in the event is not only great fun but it also provides you with an excellent way to promote your organization or business at minimal cost. Entries are limited, so please note the application deadline date and submit your application with required attachments, as early as possible.

Please note that there are changes to the 2013 application; applications can be downloaded through the MLK Parade website: www.mlkjrparade.com please review application forms carefully and complete **all requested information**. Return the completed application with your entry fee and insurance documents to the Dr. Martin Luther King, Jr. Parade-Tampa **P.O. Box 1276** Tampa, Florida 33601-1276. **All motorized and/or trailer vehicles must be insured to participate in parade.** Applications will be processed and given position numbers as they are received. The parade line-up will be published prior to parade day.

Parade Entry Deadline; Saturday, November 10, 2012

On behalf of the Parade Committee, we look forward to receiving your parade application and thank you for your interest and participation in the 2013 Dr. Martin Luther King, Jr. Parade - Tampa, Florida. For questions concerning parade applications or parade information, please contact, Frank Bell 813/886-1375 or Robert Scott 813/690-6840.

Sincerely,

Frank Bell, Jr.
Parade Chair

Cancellations: For safety of participants and spectators, if weather or other unforeseen events occur that are out of the control of the parade committee, the Dr. Martin Luther King, Jr. Parade-Tampa, reserves the right to cancel scheduled events or parade. [application fees are none refundable] If cancelled, there are no alternative dates.

Dr. Martin Luther King, Jr. Parade-Tampa Application Checklist

A complete application consists of the following:

1. Entry Application, complete and signed (4 pages).
2. Acceptance of Entry requirements, Parade Rules and Liability and Hold harmless Agreement completed and signed.
3. Proof of Insurance; submit (copy) proof of insurance with application. Organizations renting through a professional float company should have their company submit insurance documents to MLK Parade-Tampa.
4. Photograph/artist rendering of float entry.
5. Entry fee – Check made payable to MLK Parade-Tampa, Inc.
6. Completed Safety Officer Acknowledgement Letter.

*Please of submit measurements of vehicle/float entry in feet.

* **Non-Profit organization must provide copy of 501 3C document.**

* **Safety monitors are required for all motorized vehicles NO EXCEPTION.**

* **Organizations without monitors will not be allowed to participate.**

Mail the above listed items to:

Dr. Martin Luther King, Jr. Parade-Tampa
P.O. Box 1276
Tampa, Florida 33601-1276

Parade Start Time: 12:00 noon
Parade Line-up (Staging) Begins: 9:30 AM
All motorized units must be in place: 11:30 AM
Parade staging closed: 11:30 AM

Name of Organization _____

Contact Name _____

Address _____
(Enter correct address to where parade documents can be mailed)

City _____ State _____ Zip _____

E-Mail _____
(Please print email address legibly)

Work Phone _____ Home Phone _____ Cell Phone _____

Please complete all entry information... the type of entry and length are needed to assist Parade Marshals in staging your entry

INDICATE TYPE OF UNIT

_____ **Professional Float** – Total Length of Unit _____ (Include Tow Unit)

Name of Float Builder _____ **Builder Phone #** _____

Float Builder Contact _____

_____ **Homemade Float** – Total Length of Unit _____ (Include Tow Unit) **this includes truck/trailer units**

Please include photograph or sketch of float entry

Float Safety Monitor Captain _____ **Cell #** _____

_____ **Walking Unit** – Total members in unit _____

_____ **Equestrian Unit (Horse)** – Total number of horses in unit _____

All horse units must have a scooper unit; those horse units without a scooper will not be allowed to participate No Exceptions!

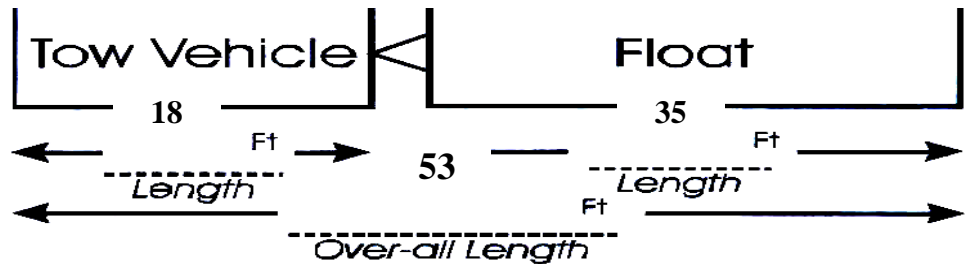
_____ **Car** Total Length of Unit _____ Feet

_____ **Truck** Total Length of Unit _____ Feet

Example

Overall length is important for positioning in staging area; please provide accurate measurements

Entry Measurements
Please include a photo of your Parade Entry with your completed application



Insurance Carrier: _____

Please write a short narrative about your entry that is suitable for media broadcast. Include your organizations history, awards, community service and/or projects.

ENTRY FEE – Appropriate fee must be submitted with application

Make checks payable to The Dr. Martin Luther King, Jr. Parade-Tampa, Inc.

Type of Entry	Entry Fee	Each unit and vehicle must have appropriate pass to enter staging area.
Commercial business-Walking (No Vehicle)	\$100.00 per unit	<u>No Additional Vehicles</u> <u>Day of Parade</u>
Commercial business-Vehicle	\$175.00 per unit	
Commercial business-Float	\$275.00 per unit	
Non-Profit Walking Only (No Vehicle)	\$ 75.00 per unit	
Non-Profit Vehicle Entry	\$125.00 per unit	
Non-Profit Float Entry	\$200.00 per unit	

Each vehicle is a unit – Please review entry requirements before mailing

Include entry fee for each motorized vehicle

Proof of insurance must accompany parade application

ACCEPTANCE OF ENTRY REQUIREMENTS
LIABILITY RELEASE AND HOLD HARMLESS AGREEMENT

In consideration of the acceptance of the entry of _____
(Name of Entry)

to the Hillsborough County & City of Tampa and the Martin Luther King, Jr. Parade-Tampa, Inc.

I _____, an authorized representative of the
(Contact Representatives Name; please print address legibly)

_____, do hereby
state the following. (Name of Entry)

1. I have been specifically authorized to enter into this agreement on behalf of the organization seeking entry into the Parade. My organization is aware of the terms and conditions of the Entry Requirements, Liability release and the Hold Harmless Agreement, and agrees to be bonded by the same.
2. For my organization, its owners, members, parade participants, successors and assigns, I do hereby release and forever discharge Hillsborough County, the City of Tampa, the Dr. Martin Luther King, Jr. Parade, its members, officers, agents, assigns, and Parade sponsors, from any and all, causes of action, claims and demands of any type whatsoever, arising from, or related to, any damage, loss, or injury, which may be sustained by my organization as a result of participating in the Dr. Martin Luther King, Jr. Parade-Tampa, Florida.
3. For my organization, its owners, members, parade participants, successors, and assigns, I do hereby agree to indemnify and hold harmless Hillsborough County, the City of Tampa the Dr. Martin Luther King, Jr. Parade, its members, officers, agents, and liabilities, loss, damages, and expense of any type, including attorneys fees, which may be sustained by reason of my organization as a result of participating in the Dr. Martin Luther King, Jr. Parade-Tampa, Florida.
4. This release extends to and includes all known, unknown, disclosed, undisclosed, unforeseen, unanticipated, and unsuspected injuries, damages, losses and liabilities, and the consequences thereof.

Name of Organization

Signature of Person Authorized to Execute
Agreement for Organization

Date

Please Print Name

Witness

2013 Acknowledgement Letter

Please check each box to acknowledge that you have read and understand the flowing changes that were instituted in 2009 and that is now a City of Tampa/Hillsborough County Ordinance, rules that are consistent with all parade events in the City of Tampa and Hillsborough County; complete the bottom portion of this page. This page must be submitted to MLK Parade-Tampa with your parade application. Incomplete applications will be placed on hold until required documents are received or returned if entry is not received by entry deadline.

Safety Officer (1)

The Safety Officer will be the Point of Contact. Safety Officers are to wear mesh safety vest that must be worn and visible at all times; safety vest will not be provided. The Safety Officer will be required to remain with their unit following entry into the staging area. The Safety Officer is required to remain review safety rules with safety monitors, vehicle drivers, and all group participants. Safety Officer is to oversee the safe disbanding of their unit until the last person has disembarked their vehicle/float and participants are reunited with transportation, especially children.

Safety Monitors (4)

Each parade applicant (organization) shall provide (4) four Safety Monitors stationed at the corners of any vehicle/float used in the parade at all times while the vehicle(s) are moving. Each Safety Monitor should be equipped in mesh safety vest and a coach's whistle. The role of the Safety Monitor is to make sure the drive is aware of any emergency requiring him/her to stop immediately. Emergencies include, but are not limited to, equipment malfunctions, passengers falling from vehicle, overhead obstructions, endangered riders, and parade viewers breaching the area and coming to close to entry vehicle/floats. Safety Monitors and vehicle/unit drivers are not to consume any alcoholic beverages or hand out items to spectators along the parade route. Units that do not have the requisite numbers of Safety Monitors may be pulled from the parade lineup until Safety Monitor requirements are met.

Safety Officer Contact Name: _____

Safety Officer Contact Unit Name: _____

Safety Officer Contact Signature: _____

Dr. Martin Luther King, Jr. Parade Tampa, Florida

Monday, January 21, 2013

Parade Rules:

1. All units must move forward at all times to maintain their positions; this eliminates or lessens gaps. If stops occur, move forward at walking pace and gap is eliminated. Do not speed to close gaps; this action will cause undue stress on participants following your unit to advance.
2. Drivers of vehicles must maintain control of their vehicles; drivers are not allowed to throw beads or other items from the driver's position.
3. Parade participants are not allowed to ride on the outside of moving vehicles; riding on hoods, finders, sides or roofs of vehicles, etc.
4. Units composed of live animals must be followed by a clean-up crew throughout the parade; this also includes staging area.
5. All units admitted to the Parade staging area must have properly signed staging passes and identification issued by the MLK Parade Committee. Units arriving at the staging without the proper passes and identification will not be allowed into staging.
6. Paper materials (booklets, brochures, flyers, pamphlets, etc.) are **NOT** allowed to be distributed along the Parade route. Parade officials can remove unit(s) from parade route if violated.
7. **NO motorcycles or motorcycle type vehicles allowed.**
8. **NO** alcohol consumption by parade participants.

Parade Start Time: 12:00 noon
Parade Line-up (Staging) Opens at 9:30 AM
All motorized units must be in place by 11:30 AM
Parade staging area will close at 11:30 AM