

Blossomtime Festival
151 E. Napier Ave
Benton Harbor, MI 49022
Email: office@blossomtimefestival.org

Telephone: 269-926-7397
Fax: 269-926-7399
www.blossomtimefestival.org

SUBJECT: GROUP II.....FLOAT PARTICIPANT ENTRY FOR COMMUNITIES WHO DO NOT HAVE A FRANCHISE AGREEMENT WITH THE BLOSSOMTIME FESTIVAL AND OTHER FESTIVALS WHO ARE MEMBERS OF MFEA, IFA OR SIMILAR RECOGNIZED FESTIVAL ORGANIZATION.

From: Bob Braamse, Parade Chairman

269-926-2188

John Paczesny, Float Chairman

574-272-0100 ext: 205

The theme for this year's parade is "Where Dreams Come True". **The parade start time is 1:00 P.M.** on Saturday, May 1, 2010.

This is an application to participate in the 2010 Grand Floral Parade. This form is designed to provide the Blossomtime Festival with important information about your proposed participation.

The Blossomtime Festival reserves the right to review and accept/deny any float entry request in accordance with the festival's rules and regulations.

Notification of acceptance will be provided no later than March 31, 2010. Your marshaling information (including unit #, time of arrival and maps) will be sent to you on or before April 17th. If you have any questions, please contact us. Please reply using the enclosed entry form. Please use the back of the form or attach additional information for the television and radio scripts.

THE DEADLINE FOR ENTRY IS MARCH 2, 2010
FLOAT APPLICATION GROUP II

NON AFFILIATED COMMUNITIES AND FESTIVALS

SPECIFICATIONS, JUDGING AND RULES-GROUP II

BLOSSOMTIME FESTIVAL GRAND FLORAL PARADE

THEME: “ *Where Dreams Come True*”

MAY 1, 2010

1:00 P.M.

I. ENTERING THE PARADE

- A. The deadline for entering the Grand Floral Parade is March 2, 2010. All entry forms must be in the Blossomtime Festival office by 5:00 p.m. on this date. Entry forms may be mailed, faxed (269-926-7399) or delivered in person. Office hours are 9:00 a.m.-12:00 Noon and 1:00 p.m. - 5:00 p.m. We are closed from 12:00 Noon - 1:00 p.m. Please ring the bell!
- B. Once you have chosen your theme, have it approved by calling the Blossomtime Festival office 269-926-7397. There will be no duplicate themes. **Your theme will be held for you for seven days. Entry forms must be received within the seven days.**

The following specifications, safety requirements, rules and regulations have been assembled to aid in the construction of floats and to insure the uniformity of size, appearance, quality, dependability and safety of units in the Grand Floral Parade.

II. FLOAT SPECIFICATIONS

- A. Definition: A float shall consist of a flat bed or tandem trailer with pneumatic tires to be propelled by an approved power unit and decorated with approved materials. Approval of all units lies with Blossomtime Inc.
- B. Size specifications:
- 1) Length: 30 feet minimum. **Maximum-refer to requirements below**
Dimensions include float, tow unit and tandem units. Single units must not exceed a length that would prohibit the unit from making a right angle/90 degree turn from one street to another with a width of 15 feet. Multiple units must track behind each other to negotiate the same turn.
 - 2) Width: 8 feet minimum 12 feet maximum
 - 3) Height: No minimum 15 feet maximum
 - 4) Float bed ground clearance: 1 foot minimum 4 feet maximum
 - 5) Wheel spacing: 6 feet minimum 15 feet maximum
Any wheel spacing less than 6 feet must be in proportion to the height of the unit so the center of gravity of 60% of the weight is below a height equal to ½ the wheel spacing. The 12 feet maximum is due to curb spacing and wheels that support outriggers.
- C. Framework: Steel, aluminum or wood under chicken wire, netting or plastic sprayed canvas. Outer finish: foil, paper mache, painted surface, live or artificial flowers, cloth, festooning, fringe, petal paper, grass matting, jewel cloth, wallboard letters, pennant or flag decorations. All of the float is to be completely covered. Materials should be fire resistant as outlined in section VII G.
- D. Outriggers: Subject to the width restriction in section II B. Either wheeled or suspended are permissible. Float may be multiple units but each unit is to be an integral part of the whole using the same theme. Wheels should be completely concealed. ***Overhangs must clear curbs, roundabouts and islands.***
- E. Animation is highly desirable but not mandatory.

F. Lettering may be made of cut out wallboard or other substantial materials. Paint, foil or floral material may be used to cover the lettering. No oil cloth or other painted bill board type lettering will be permitted. Maximum letter height is up to 16 inches. Width to be in proportion.

1) Sponsor logos (a distinctive company signature or trademark) are not to exceed 26" and must be in proportion to the lettering.

2) Floats will not be commercial in nature. The parade theme must be obvious and the primary characteristic of the float. Sponsorship must be secondary to the theme. Advertising of specific products and services is not allowed. Names of float builders, donors, sponsors or other such credits are not allowed.

G. Banners

Floats in **GROUP II**, may display the COMMUNITY OR FESTIVAL name and logo on both sides of the float or on both sides of the tow unit, not both float and tow unit. **Banners and banner carriers are not permitted.**

1) Identification on the float will be limited to the community name (Miss Hometown) or festival name and will conform to all the size requirements stated above (paragraph F).

2) ***The Float will not be permitted to advertise another event or cause.***

III. INSURANCE

Entries that are supplied by professional float builders will not be accepted until the builder files a certificate of insurance with the Blossomtime Festival office with the following limits:

\$100,000/\$300,000 Liability \$10,000/\$50,000 Property Damage

IV. VARIANCES

Any variance from the rules must be applied for in writing by the float builder and may not be considered granted until permission is received in writing from Blossomtime Festival Inc. Such variances must be obtained prior to March 2,2010.

V. JUDGING INFORMATION

A. All floats must be in their designated marshaling area by 8:00 a.m. on parade day. **(Judging will take place between 8:00 and 10:45a.m.)** A large white banner will designate winning floats. Banner carriers will be furnished by Blossomtime and will precede your unit in the parade. The decision of the judges will be final.

B. Floats not conforming to the theme **"WHERE DREAMS COME TRUE"** will not be eligible for judging but may enter the parade if all other conditions are met.

C. Blossomtime, Inc. reserves the right to exclude all floats not certified by the parade committee.

VI. DRIVER TRAINING

A. It is mandatory that float builders acquaint their drivers with the operation of the tow unit prior to the start of the parade.

B. Each float must have their driver present in the marshaling area at all times.

C. All drivers must have a valid Michigan drivers license and be at least 16 years of age.

D. There will be a mandatory float driver meeting at **11:00 a.m.** at the corner of State and Pearl Street, in St. Joseph. A driver not attending this meeting may be grounds for having that float denied participation in the parade.

VII. SAFETY REQUIREMENTS

THE FOLLOWING SAFETY REQUIREMENTS MUST BE FULLY ADHERED TO

A. Handholds or other means of support must be provided for all personnel riding the float regardless of position.

B. Personnel locations on the float must be reinforced to adequately support the additional weight.

C. Connections between tow units and float, and between the float and its outriggers must be approved safety couplings. (ie. solid tie or straight tongue). Safety chains must be used between tow units and the float.

D. No sharp or pointed edges shall be left exposed.

E. At least one 1A-10BC dry chemical or larger fire extinguisher must be placed within the reach of the float driver in the tow unit. A second fire extinguisher must be placed on your float if you are using a gasoline powered generator or battery operated equipment. The second fire extinguisher must be a minimum size of 2A-20BC. Both units must be within its required service dates and fully operational. (Check CO extinguisher for proper clarification).

F. SMOKING ON OR NEAR FLOATS IS PROHIBITED.

G. Float materials and costumes that are near any combustible areas **MUST** be made of flame-proof material or be sprayed with flame proofing fluid. (Flame-proofing solution: 7 oz. borax, 3 oz. powdered boric acid and 2 quarts hot water). Fire officials may ask you to remove highly combustible decorations from your float.

H. All lug nuts on wheels must be checked before leaving the float construction site and marshaling area. You are required to have one spare tire mounted on a wheel for each type of hub used. It is mandatory that access be provided for changing tires without delay and proper jacking equipment is available.

I. Provisions must be made for rapid entry and exit of your driver. Driver space must have adequate **ventilation** and **visibility** for proper control of the float and comfort of the driver. Space must be free of engine heat and fumes.

- J. Float decorations must be adequately protected from the power unit engine and tail pipe. **Exhaust** must be vented through a leak free, fire proof pipe, extending to a point **outside the drivers enclosure**. It must extend in a direction away from the gasoline fill pipe.
- K. Gasoline tanks should be filled immediately prior to the parade. Gasoline containers are not allowed on the float or tow unit.
- L. All electric circuits must be properly fused.
- M. Gasoline powered generators are to be located in the extreme rear of the float where it can be controlled from the ground by float marshals.
- N. Generator and assembly must be separated from the float frame by a heat shield.
- O. The entire generator assembly must be completely enclosed by housing for newer models or a screened enclosure that would prohibit the entry of any foreign objects.
- P. All gasoline powered generator plants must be in sound mechanical condition having no leaks or other malfunctions causing a fire hazard.
- Q. Float inspection by the St. Joseph Fire Department will take place beginning at 9:00 a.m. on parade day.

VIII. FLOAT SUPERVISION

Each float entrant shall be responsible for the supervision of their unit before, during and after the parade. Each entrant must provide 2 (no more will be allowed) mature, adult marshals to accompany the float through the parade. One is required to **walk to the right of the float at the curbside even with the tow unit** to assist in spacing during the parade. One is required to **walk to the left of the float at the curbside even with the rear of the float** for safety and assistance during the parade. The adults selected should dress in keeping with the theme of the unit or in appropriate uniforms. No jeans or shorts unless it is in keeping with the theme. No children are allowed to walk with the float. Marshals must be at least 18 years of age. Please remember that the parade is televised and dress/costume is very important. Walkers are not permitted to walk next to the float unless they are costumed and are a part of the overall theme. **Walkers: If you intend to have costumed characters that are a part of your float theme (not marshals), a request must accompany your float application and written permission will be given by the Parade Committee. They must be at least 14 years of age.**

IX. TOW UNITS (Also refer to X11-B)

A. All floats are to be pulled by a totally covered tow unit, which should be a part of the float theme to lend unity in appearance. The coverings must be firmly affixed to, example: tractor, gator, or garden tractor. The material for the outer finish of the towing unit should be the same material used for the float. **No loose coverings will be allowed, i.e.: tarp, plastic etc. It is not recommended that any size automobiles or trucks be used as tow units. They will require special written permission to be used.**

B. It is permissible to build the float over a self-propelled unit as long as the size and all safety requirements are met. (see item VII). Garden tractors should have sufficient power to tow and brakes to stop the unit (in proportion to the size and weight of your float).

X. GIVE-A-WAYS AND AUTOGRAPHS

A. ***The Blossomtime Festival board of directors will not allow ANYTHING to be dispersed from a float or any other unit.***

B. ***Autographs are strictly prohibited during the parade.***

XI. CONDUCT DURING THE PARADE

- A. Once your unit has crossed the starting point it must maintain a **75 feet** spacing interval between units. The original interval between units will be controlled by the official starter. **Drivers must drive in a straight line at all times, no zig-zagging.**
- B. The entire parade route will be monitored by parade marshals who will be equipped with radios should you have problems.
- C. AT NO TIME WILL ANY UNIT BE ALLOWED TO STOP AND PERFORM. All special movements, acts or demonstrations must be performed while moving forward at a speed necessary to maintain your **75 feet** interval. PLEASE DO NOT STOP FOR THE TV CAMERAS. Interviews with float personnel must be conducted while the unit is moving. Please inform your driver of this rule. Instruct those riding on your float not to get off the unit at any time. UNITS THAT DO NOT FOLLOW THIS PROCEDURE WILL BE ASKED TO PULL OUT OF THE PARADE!
- D. Units are reminded that they are a part of the parade until they cross the release point at Fifth and Wall Streets in Benton Harbor.
- E. The use of alcohol by float drivers or parade participants is strictly prohibited. Those not complying will be asked to leave the parade.

XII. AUTOMOBILES

- A. A decorated car is not considered a float.
- B. ***It is NOT recommended that small automobiles or trucks be used as tow unit. They will require special written permission to be used. (Also refer to section IX A & B)***
- C. The use of convertibles will be restricted to those carrying dignitaries and invited guests of the festival.

The Blossomtime Grand Floral Parade does not sponsor or accept ANY NON AFFILIATED COMMUNITY OR FESTIVAL FLOAT which displays or attempts to promote any "Issue Advertising" This includes Political candidates or those groups who support candidates, groups who support or oppose any question that would be the subject of a referendum, legislative, executive or judicial determination of a public question. We earnestly solicit your cooperation with these instructions and those of the parade officials and marshals on duty on parade day.

In order to further enhance the professional quality and image our parade now enjoys, enforcement of these specifications, rules and regulations shall rest with the Blossomtime Festival Grand Floral Parade committee.

If you have any questions please feel free to contact the chairpersons indicated on the cover letter.

Visit us on the Web
www.blossomtimefestival.org
Email address: office@blossomtimefestival.org

OR

BLOSSOMTIME FESTIVAL, 151 E. NAPIER, BENTON HARBOR, MI 49022
269-926-7397 (Phone) 269-926-7399 (Fax)

BLOSSOMTIME FESTIVAL GRAND FLORAL PARADE GROUP II
"WHERE DREAMS COME TRUE"
MAY 1, 2010

**NON AFFILIATED COMMUNITY AND INDEPENDENT FESTIVAL FLOAT APPLICATION FOR
PARADE PARTICIPATION AND MEDIA INFORMATION FORM**

TODAY'S DATE: _____

NAME OF ORGANIZATION/SPONSOR: _____

FLOAT CONTACT/CHAIRPERSON: _____ PHONE: _____

E-MAIL: _____

MAILING ADDRESS: _____
STREET CITY STATE ZIP

CONTACT'S HOME PHONE: _____ BUSINESS PHONE: _____

FLOAT DRIVER'S NAME: _____ HOME PHONE: _____

ADDRESS: _____
STREET CITY STATE ZIP

FLOAT THEME _____

NAME OF COMMERCIAL FLOAT BUILDER _____

NAMES/TITLES OF PERSONS RIDING ON THE FLOAT: _____

DESCRIBE FLOAT ANIMATION AND CONSTRUCTION: _____

HAS YOUR FLOAT WON AWARDS IN PREVIOUS BLOSSOMTIME PARADES? DESCRIBE: _____

DOES YOUR FLOAT HAVE MUSIC OR SOUND EFFECTS? PLEASE DESCRIBE: _____

ENTRY DEADLINE: MARCH 2, 2010

THIS APPLICATION DOES NOT GUARANTEE ENTRY. NOTIFICATION OF ACCEPTANCE WILL BE PROVIDED NO LATER THAN MARCH 31, 2010. YOUR MARSHALLING INFORMATION WILL BE MAILED TO YOU ON OR BEFORE APRIL 17, 2010.

I have read and agree to comply with the float specifications and rules contained in this entry packet

Signature _____ Title _____ Date _____

RETURN TO:

BLOSSOMTIME FESTIVAL, 151 E. NAPIER, BENTON HARBOR, MI 49022
269-926-7397 (PHONE) 269-926-7399 (FAX) www.blossomtimefestival.org

BLOSSOMTIME FESTIVAL GRAND FLORAL PARADE FLOAT CHECK LIST

UNIT NUMBERS

1. Adult Supervision for young personnel					
2. Personnel handholds					
3. Personnel locations strength					
4. Towing connections (including front end)					
5. Exposed sharp edges					
6. Fire extinguisher					
Tow vehicle (1A 10BC)					
Gas Powered equipment (2A 20BC)					
7. Emergency light (optional)					
8. Fireproofed material					
9. Wheel nuts					
10. Entry and exit					
11. Engine heat fumes					
12. Ventilation					
13. Visibility					
14. Electrical power unit					
Power unit exhausts to rear					
Electric circuits safe					
Electric circuits fused					
15. Gasoline generator location					
Check for leaks					
Heat shield					
General Enclosure					
General exhaust pipe for the tow unit should be altered down and away from the driver					
16. Gasoline tanks filled					
17. Length 30 feet minimum – SEE II B					
18. Width 8 feet minimum – 12 feet maximum					
19. Height – no minimum – 15 feet maximum					
20. Ground clearance bed 1' Min. 4' Max					
21. Frame					
22. Outriggers					
23. Animation (who operates)					
24. Lettering height & logos – 16" maximum					
25. Cover or weatherproof construction					
26. P.A. System (fused)					
27. Commercialization					
28. Tires (including a spare)					
29. Number of float personnel					