



**Inspection of float by a Parade Marshall does not create liability for the Brandon Parade of Lights and the participating chambers of commerce or certify compliance with any federal, state, or local law. The entrant is solely responsible for the safety of its float and must be in compliance with Hillsborough County Ordinance, as well as any applicable federal, state, or local law.**

## **RULES & REGULATIONS**

1. No open dually type style trailers will be permitted in the parade. Wheels must be constructed under the platform of the trailer being used. Exposed wheels are to be considered illegal use according to the County Ordinance. This Rule will be strictly enforced. **NO monster trucks or golf carts will be allowed in the parade.**
2. All units **MUST** have holiday decorations and lights.
3. No more than 50 walkers with a minimum of six walkers per float or vehicle will be allowed.
4. **ALL MOTORIZED VEHICLES** will line up at and **must be in the lineup** by 5:00 pm excluding city, county, or state officials.
5. Permitted handouts include, but are not limited to: beads, individually wrapped candy, apparel, and soft/inflatable items are approved to throw.
6. Your position lineup number will be given out at the **MANDATORY** safety meeting before the parade. **A REPRESENTATIVE FROM ALL UNITS MUST ATTEND TO BE ADMITTED TO THE LINEUP ON PARADE DAY. THIS RULE WILL STRICTLY BE ENFORCED.**
7. The parade route starts at Lakewood Drive and Oakfield Drive. **All numbered units, one through one hundred, motorized vehicles, autos, pick-ups, and floats will line up on Lakewood Drive south of Oakfield Drive (excluding city, county, or state officials) and will enter only from the S. Lakewood Drive and Brandon Parkway intersection.**
8. Failure to comply with all established rules and regulations, including parade route marshals along the route, may result in a non-refundable forfeiture of participation and/or removal from all parade activities.

Please note you will receive updated information on staging and disbanding along with your parade lineup number via email prior to the parade. The updated information communicated by email in this manner shall not alter the terms or conditions contained in this application or the attached Acceptance of Entry Requirements, Parade, Rules, Liability, Release, and Hold Harmless Agreement unless expressly identified in the email and approved by an authorized representative of the Brandon Parade of Lights.

## **ENTRY DESIGN INFORMATION**

The Brandon Parade of Lights is a family-friendly event. All units must be designed and decorated to reflect a holiday theme with lights. All units must be constructed in a manner that is safe for all participants and spectators. The use of profanity, profanity on attire, and inappropriate music are prohibited.

There is always a potential for inclement weather, which could include strong winds and gusts along the parade route; therefore, each unit should be designed to withstand the elements. Please remember, **NO SANTA CHARACTERS ARE ALLOWED**, except on the official Santa float. **SANTA HATS ARE PERMISSIBLE.** Holiday costumes with bright colors are encouraged.

Understanding that the parade by its nature is an entertainment medium and, therefore, the contribution of each unit to this concept is critical. Entries are approved by the parade committee based on "show value" to the overall parade. The event is **NOT A PLATFORM FOR POLITICAL, RELIGIOUS, OR SOCIAL ISSUES**, and no unit will be permitted to



participate in the parade if, in the judgment of the parade committee, it reflects such issues. control. If, due to weather or other unforeseen events beyond our control, the safety of participants and spectators is at risk, both the Valrico FishHawk Chamber of Commerce and Brandon Riverview Chamber of Commerce reserve the right to cancel.

**Application Fees.** The parade is organized as a nonprofit charitable event to benefit local community organizations. All fees associated with participation are strictly non-refundable and non-transferable.

**NO ALCOHOL.** Alcoholic beverages are prohibited in the staging area and during the parade.

**NO OFFENSIVE SYMBOLS.** Symbols that can be construed as offensive may not be in the parade. This includes but is not limited to the Confederate flag and the swastika.

**Customized Floats.** Float entries must include overall float dimensions, the tow vehicle dimensions, and details of the props to be used on the float. The applicant is responsible for the stability of the float and for ensuring the placement of the display and passengers on the float.

**Insurance Requirements.** All participants are required to provide Commercial General Liability Insurance with a minimum of \$1 million per occurrence and a \$2 million general aggregate and Automobile Liability Insurance of \$1 million combined single limit for Bodily Injury and Property Damage.

If the entrant is renting a float from a float company that will supply the tow vehicle, the float company must provide the Certificate of Insurance with the parade requirements outlined above. If the entrant is using a commercial towing company, the towing company must provide the Certificate of Insurance with parade requirements outlined above.

In any case, the entrant must provide a Certificate of Insurance with Commercial General Liability Insurance or copy of auto insurance if driving a personal vehicle.

Each Certificate of Insurance must contain an Additional Insured clause as shown:

Valrico FishHawk Chamber of Commerce and Brandon Riverview Chamber of Commerce and Hillsborough Parks and Recreation are named as additional insured. Certificate Holders should be listed on one or three different certificates (as space allows):

**Valrico FishHawk  
Chamber of Commerce**  
3115 Lithia Pinecrest Rd.  
Valrico, FL 33594

**Brandon Riverview  
Chamber of Commerce**  
6437 Watson Rd., Lower Level  
Riverview, FL 33569

**Hillsborough County  
BOCC**  
2310 Regional Water Ln.  
Tampa, FL 33637

**Automobiles, Trucks, and Vans.** Individuals in the vehicles should be part of the entry presentation. All vehicles and riders must have holiday decorations. Due to safety and insurance requirements, persons are prohibited from standing in the bed of a pickup truck, or on the sides or hood of a vehicle. Proof of insurance is required and must be provided to parade officials before participating in the parade.

**Safety Monitors.** Any motorized vehicle longer than 20 feet must provide four safety monitors stationed at the corners of the vehicle while the vehicle is moving. Each safety monitor must be equipped with an orange or lime green safety vest and a whistle. The safety monitor's role is to ensure the driver is aware of any emergency that requires him or her to stop immediately. Emergencies include, but are not limited to: equipment malfunction, passenger falling from the float, overhead



obstructions, parade viewer coming too close, etc. Safety monitors may not hand out items to spectators along the parade route.

**Marching Units.** Any drill team or marching unit, other than bands, will be limited to a minimum of six and a maximum 50 participants.

**Horses and Other Animals.** Due to safety and insurance requirements, participating animals must be noted on the registration form, in good medical health, and capable of coping with the distance of the parade, crowd, bright lights, and noise from other entries. No animals larger than dogs will be permitted. Any unit with an animal is 100% responsible for cleaning after the animal or animals in the staging area and during the parade, or having animals diapered. Remember, units will be walking, marching, and performing behind you.

**Bead Compliance.** All beads that will be distributed at the parade meet or exceed current federal state and local standards and are compliant with the consumer product safety improvement act. We are aware and acknowledge the lead-free and phthalate-free stipulations contained in the Consumer Product Safety Improvement Act, effective February 2009, or any other applicable federal, state, or local law. All organizations/units that participate in the parade must be in compliance with the consumer product safety improvement act.

#### **PARADE LINEUP**

Parade lineup will begin in the staging area two hours prior to the parade's start time (3:30 PM) and will close 30 minutes before the parade begins (5:00 PM). At that time, the staging area will be closed to all vehicles and floats. Any entries that have not entered the staging area by 5:00 PM will not be permitted to participate.

Each participating unit will be assigned a designated arrival and lineup time and is expected to adhere strictly to that assigned time.

All entries must access the staging area via the designated route provided by the parade committee. Assigned lineup positions will be clearly marked at each designated location. Space allocated for each entry will be based on the vehicles and/or floats listed on the registration form and must be staged in a single-file formation.

#### **DURING THE PARADE**

Once a participant clears the staging area and enters onto the parade route, vehicles/floats are to remain on the eastbound lanes of Oakfield Drive (right side of the road). Vehicles and floats are not permitted to stop at any time and must require a reasonable spacing during the parade.

If an entrant has any participants throwing items to the crowd during the parade, **NO THROWING MAY BEGIN UNTIL THE FLOAT HAS TURNED ONTO OAKFIELD DRIVE.**

Walkers are prohibited from loading and unloading during the parade.

Parade marshals will be stationed along the parade route in previously identified sectors. These officials are there to serve as a resource for the Brandon Parade of Lights and to monitor participants.