



*The 82<sup>nd</sup> Annual - 4th Fest Parade*  
**“A Story Book Parade”**

**Wednesday July 4<sup>th</sup>, 2018**

We are proud to announce that once again this year the Parade will be Broadcast, LIVE on WGCV, Channel 24 out of Milwaukee as well as simulcast online.

**MARK YOUR CALENDAR:**

**April 26<sup>th</sup>** – Float Building Workshop & Parade Information – Racine Masonic Center - 6:30pm  
*Please RSVP to Wendy at (262) 989-6681*

**May 31<sup>st</sup>** – **Application Due Date** – All applications MUST be received or postmarked by this date. (Applications postmarked after this date will be subject to a \$100.00 late fee.)

**June 7<sup>th</sup>** – **FINAL DEADLINE** – NO APPLICATIONS WILL BE ACCEPTED AFTER THIS DATE!

**June 18<sup>th</sup>** - \*Mandatory Parade Entry Meeting / Drivers Meeting – 6:30pm at the Racine Masonic Center.

**June 20<sup>th</sup>** - \*Mandatory Parade Entry Meeting / Drivers Meeting – 6:30pm at the Racine Masonic Center.

\*All Entries are required to attend one (1) of the mandatory meetings. Numbers and Instructions will be distributed at this time.

4<sup>th</sup> Fest of Greater Racine, Inc. is a private, non-profit organization that is funded through the generosity of individual and corporate donations as well as entry fees. Your financial support secures the future of Racine’s Parade and Fireworks and is truly appreciated!

Sincerely,

Wendy Spencer  
2018 Parade Co-Chair  
(262) 989-6681

Carrie Glenn  
2018 Parade Co-Chair  
(262) 989-9082



The 82<sup>nd</sup> Annual - 4<sup>th</sup> Fest Parade

"A Story Book Parade"

Wednesday July 4<sup>th</sup>, 2018

2018 Parade Application

Organization / Company / Name: \_\_\_\_\_
(This is how your name will appear to the public in ALL media information)
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_
Primary Contact: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_
Primary Contact Email Address: \_\_\_\_\_
Parade Day Contact: \_\_\_\_\_ Parade Day Phone #: \_\_\_\_\_
(This person MUST be with your unit on the day of parade and will serve as the liaison to 4<sup>th</sup> Fest of Greater Racine, Inc.)

Entry Category

(Check ALL that apply, then add each amount and total on bottom line. This is the total entry fee.)

- Standard Entry Fee (This Applies to ALL Entries) \$25.00
Commercial Entry - MUST contain a float or be of "Entertainment Value" \$125.00
Musical Entry on a decorated flat bed. (Instrumental or Vocal - non marching band) \$25.00
Float - Conforming to theme of current year, patriotic or of historical nature \$0.00
Dignitaries - (Elected / Appointed, Incumbent, Officials, Pageant Winners Celebrities, etc.)
YES, I would like to donate \$\_\_\_\_\_ to support the future of our parade . . . \$\_\_\_\_\_

TOTAL amount enclosed (Checks made out to: 4<sup>th</sup> Fest of Greater Racine, Inc. \$\_\_\_\_\_

-Applications received after the deadline will be assessed a fee of \$100.00. ABSOLUTELY NO APPLICATIONS ACCEPTED AFTER JUNE 7<sup>th</sup>, 2018.
-4<sup>th</sup> Fest of Greater Racine, Inc. is a private, non-profit organization. We reserve the right to refuse any application, at any time, for any reason.
^4<sup>th</sup> Fourth Fest of Greater Racine, Inc. reserves the right to make the determination on the definition of "Entertainment Value"

# of Approved Vehicles: \_\_\_\_\_

# of Approved Walkers: \_\_\_\_\_

**FOR 4<sup>TH</sup> FEST USE ONLY**

Unit Number: \_\_\_\_\_

Line-Up Street: \_\_\_\_\_

**FOR 4<sup>TH</sup> FEST USE ONLY**

**Entry Information**

Organization / Company / Name: \_\_\_\_\_  
 (This is how your name will appear to the public in ALL Media Information.)

**Vehicles**

\_\_\_\_\_ Self Propelled Float  
 Length: \_\_\_\_\_

\_\_\_\_\_ Towed Float  
 Trailer Length: \_\_\_\_\_ Vehicle Length: \_\_\_\_\_

\_\_\_\_\_ Semi-Truck & Trailer (MUST be fully decorated)  
 Overall Length: \_\_\_\_\_

\_\_\_\_\_ Convertible / Car  
 Length: \_\_\_\_\_

\_\_\_\_\_ Pick-Up Truck  
 Length: \_\_\_\_\_

\_\_\_\_\_ Other: \_\_\_\_\_  
 Length: \_\_\_\_\_

**Support Vehicle**  
 (For Entries with groups of walkers)

\_\_\_\_\_ Yes, Limit 1 (Mini Van or Small Vehicle)  
**No Buses or Semis**  
 Length: \_\_\_\_\_ Description: \_\_\_\_\_

\_\_\_\_\_

All Vehicles and trailers should be tastefully decorated according to 4<sup>th</sup> Fest Rules and Regulations.  
 Vehicles should be in good working condition, Freshly washed, and rust free.

Be sure to include the length of each vehicle of the unit.

**Music**

\_\_\_\_\_ Yes \_\_\_\_\_ No

\_\_\_\_\_ Live \_\_\_\_\_ Recorded

List Songs: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

All Music **MUST** be family friendly.  
**NO Foul Language, NO Provocative Lyrics!**  
 A violation of this rule will result in Immediate expulsion, of the entire entry, from the parade. **PERIOD.**

**Walkers**

\_\_\_\_\_ # of Walkers, Dancers, Steppers, Marchers, etc.  
 (Limit 25 Per Entry)

All groups should be wearing matching shirts/uniforms. Groups should be marching/dancing, in a group fashion, down the center of the road (not along the curb line.)  
**NO Provocative Dancing (twerking, etc.)**  
**NO Suggestive hand gestures.**  
 This is a Family Event!

Please Describe your overall entry to us. (What is the message of your entry, what kind of vehicles you will be bringing, what your float will look like, your matching shirts/uniforms of walkers, how you plan to decorate vehicles and trailers tastefully to ensure you are properly decorated to follow 4<sup>th</sup> Fest Rules and Regulations, etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**THIS SECTION MUST BE COMPLETED, OR THE APPLICATION WILL BE RETURNED**

## Media Information

Unit Number: \_\_\_\_\_

Line-Up Street: \_\_\_\_\_

**FOR 4<sup>TH</sup> FEST USE ONLY**

Organization / Company / Name: \_\_\_\_\_  
(This is how your name will appear to the public in ALL Media Information.)



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### **INSTRUCTIONS: (Please Type Only! Using size 14 font)**

Using this page, List things of interest pertaining to your entry: (Who is on the float or in your entry, who designed it, years in the parade, etc.) This Information MAY be read by the parade broadcasters as your entry passes through the TV production area on monument square. **Please keep your media information to one (1) short paragraph containing five (5) to six (6) sentences.** Entries that do not turn in their media information will not be featured in the TV broadcast!

4<sup>th</sup> Fest of Greater Racine cannot guarantee that every entry will be featured and/or mentioned on the television broadcast. 4<sup>th</sup> Fest of Greater Racine owns the rights to the broadcast as well as the live air time. 4<sup>th</sup> Fest of Greater Racine reserves the right to not include an entry in the television broadcast at any time for any reason.

## IMPORTANT INFORMATION

### Proof of Insurance

**4<sup>th</sup> Fest must receive proof of your insurance, for each vehicle, along with your application. If you fail or refuse to provide satisfactory proof of insurance PRIOR to a mandatory driver's meeting, you will not be allowed to participate.** Only motor vehicles and licensed drivers with adequate insurance may participate. Evidence of insurance for bodily injury and property damage shall be required of all who will be operating motor vehicles. Fourth Fest of Greater Racine, Inc. must be named as an additional insured with respect to any liability arising from the entrants' participation in the Fourth of July Parade. You and/or your organization are responsible for proper insurance on all vehicles in your entry. It is your responsibility to provide satisfactory proof of insurance. It is not the obligation or duty of Fourth Fest of Greater Racine, Inc. to communicate with your insurance agent or insurer to ascertain whether you have adequate coverage.

### Liability / Hold Harmless Waiver

**EVERY participant in your entry is required to sign a waiver! If the application is submitted without signed waivers it will be denied and returned. For participants 17 and under, the waiver must also be signed by a parent or guardian of the participant. Only individuals who have signed the waiver will be allowed to participate in the parade. The number of waivers should equal the number of individuals in your entry.**

The waiver is included in the application. Make as many copies as necessary. Each organization is responsible for ensuring that each participant from it's organization is aware of this waiver; and a completed waiver for each person in your entry.

### Parade Entry / Driver's Meeting

This is a mandatory meeting for every entry. For your convenience, 4<sup>th</sup> Fest of Greater Racine offers 2 of these meetings. You are only required to attend 1 meeting. A driver or responsible representative of your organization, who will be present with your entry (at the parade), must be the attendee of the meeting. Please refer to the cover page of the application for the date, time, and location of these meetings. ANY entry who fails to send a representative to this meeting will lose their position in the parade and not be allowed to participate.

Please check these items off before mailing. (every line should be completed)

\_\_\_\_\_ I have kept page 1 for my records.

\_\_\_\_\_ I have completed page 2 and included a check for the total amount of my entry fee.  
(Checks made out to: 4<sup>th</sup> Fest of Greater Racine, Inc.)

\_\_\_\_\_ I have completed all four boxes on page 3.  
(Vehicle Info, Music Info, Walker Info, Entry Description)

\_\_\_\_\_ I have completed my media information on page 4.  
(One paragraph, typed in size 14 font.)

\_\_\_\_\_ I have included the Proof of Insurance and Waivers (attached form) for ALL participants mentioned on page 5.

\_\_\_\_\_ I have kept page 7 for my records and will make a copy for EVERY participant in my entry. I am committed to educating my group on 4<sup>th</sup> Fest Rules and Regulations.

**Applications will be wholly returned if these items are not completed.**

**Completed applications will receive a letter informing them of their Acceptance or Denial.**

4<sup>th</sup> Fest of Greater Racine, Inc. reserves the right to deny any application, for any reason, at any time.

I have read and understand the accompanying Parade Rules and Regulations and understand that it is my responsibility to comply with those rules. I also understand that it is my responsibility to convey these rules and educate participants in my entry. I understand that failure to comply with the rules by any member of my entry can cause immediate expulsion of mine or my entries participation in the parade and associated activities and could also jeopardize my participation in future parades.

I understand the rules and regulations for the parade and agree to follow them as well as ensure that ALL participants in my entry do as well.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Send Application to:  
4<sup>th</sup> Fest of Greater Racine, Inc.  
3429 Elm Tree Ct.  
Elmwood Park, WI 53405

Questions Please Call or Email:

Wendy Spencer – Parade Co-Chair – (262) 989-6681 / [wenspencer1@hotmail.com](mailto:wenspencer1@hotmail.com)  
Carrie Glenn – Parade Co-Chair – (262) 989-9082 / [crglenn@hotmail.com](mailto:crglenn@hotmail.com)



## Rules and Regulations

Rev. 2018

The following are the rules and regulations for the parade. They have been established to make the parade safe and enjoyable for the participants and the spectators. Each representative of your organization must follow and comply with all 4<sup>th</sup> Fest of Greater Racine, Inc.'s rules and regulations.

1. **Campaigning along the parade route is not allowed.** Entries of political/controversial nature are not allowed. ONLY elected, incumbent officials (and his or her immediate family, whose constituents are Racine County residents can participate in the parade.
2. **NO Handouts.** Liability insurance and safety dictate that nothing may be thrown or passed out from ANY parade entry. No representative may hand out or distribute anything along the parade route including but not limited to pamphlets, fliers, or candy. Encouraging spectators to enter the street creates a dangerous situation. Any parade entry participating in activities, which in the opinion of a Parade Marshal could endanger public safety, will be ejected from the parade. Any items intended for distribution along the parade route will be confiscated at the discretion of 4<sup>th</sup> Fest of Greater Racine, Inc. and can be retrieved at the end of the parade route.
3. **No offensive language, song lyrics, clothing or gestures will be tolerated.** The parade is a family event. Use due diligence when picking songs, clothing, dance routines, etc. Any infraction of this rule, by any participant of an entry, will result in immediate expulsion, of the entire entry, from the parade.
4. **No Alcohol.** Alcoholic beverages cannot be consumed prior to and/or during the parade and parade staging area. Any participant who has been found to have been drinking will be ejected from the parade.
5. **Commercial entries MUST contain a float or be of "Entertainment Value"**
6. **ALL entries must be properly decorated to according to 4<sup>th</sup> Fest Rules and Regulations.**
  - a. Trailers should be **FULLY** covered, including the wheels / wheel wells. (Undecorated trailers will NOT be allowed down the parade route.) – See Page 8 for examples.
  - b. Tow, support or any other vehicle should be rust free and freshly washed.
7. **Participants riding on a float, trailer, or flatbed should remain entirely on the float at all times.** No legs, arms or feet dangling off. Stay in place, do not dismount or board the entry while it is in motion.
8. **No one under the age of 10 years of age may appear as part of an entry unless accompanied by an adult.**
9. **PLEASE KEEP MOVING!** There are no unauthorized stops permitted down the Parade Route. There will be no stopping allowed for the purpose of performing by marching, drill, dance, pom pon, cheer or step teams unless requested by a parade marshal. Violators of this rule may be removed from the Parade. All Parade Marshals have authority to exercise this regulation.

All control of the Parade is vested in the parade Chairperson and the City of Racine Police Chief. Parade Marshals and the Racine Police Dept. are authorized to enforce any and all Parade Rules and Regulations. The Parade Chairperson has the absolute authority to deny entry and/or remove a unit from the Parade for non-compliance with the Parade Rules and Regulations. All Rules and Regulations will be strictly enforced. The Parade Chairperson has the final say in interpreting the Parade Rules and Regulations.

Keep This Page for Your Records

# Decoration Examples

## Insufficiently Decorated



## Properly Decorated





**FOURTH FEST OF GREATER RACINE, INC. ("FOURTH FEST")**  
**ASSUMPTION OF RISK, RELEASE OF LIABILITY, AND WAIVER**

By signing this Assumption of Risk, Release of Liability, and Waiver ("Waiver"), I ("Participant") represent that it is my desire and intent to participate in the 2018 City of Racine Fourth of July Parade conducted by Fourth Fest, (the "Parade"). I also represent that I have the authority to enter into this Waiver. I acknowledge that my participation in the Parade involves significant known and unknown risks, including physical injury or death. On behalf of myself and my heirs, I expressly and voluntarily assume any and all risks associated with my participation in the Parade. I understand that there are risks inherent in participating in the Parade.

**IN CONSIDERATION FOR ME BEING PERMITTED TO PARTICIPATE IN THE PARADE AND FOR ANY AND ALL OF THE ACTIVITIES THAT ARE OR MIGHT BE ASSOCIATED WITH THE PARADE (INCLUDING THE PRE-PARADE FORMATION, STAGING, AND PLACEMENT, JUDGING, ORGANIZATIONAL MEETINGS, POST-PARADE CEREMONIES, AND ANY OTHER PARADE-RELATED EVENT SANCTIONED BY FOURTH FEST AND THE CITY OF RACINE), I RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE THE RELEASED PARTIES FROM ANY AND ALL CLAIMS, DEMANDS, ACTIONS, CAUSES OF ACTION, LAWSUITS, EXPENSES OR LOSSES (INCLUDING ATTORNEYS' FEES) WHATSOEVER THAT COULD BE BROUGHT BY ME OR A THIRD PARTY ACTING ON MY BEHALF FOR NEGLIGENT ACTS OR OMISSIONS RELATED IN ANY WAY TO, OR ARISING OUT OF, THE PARADE. FOR THE PURPOSES OF THIS WAIVER, "THE RELEASED PARTIES" MEAN FOURTH FEST, THE CITY OF RACINE, OWNERS AND LESSEES OF PREMISES USED TO CONDUCT THE PARADE, AND EACH OF THEM, THEIR DIRECTORS, OFFICERS, AGENTS, EMPLOYEES, AND VOLUNTEERS. THIS WAIVER DOES NOT, HOWEVER, RELEASE THE RELEASED PARTIES FROM ANY LIABILITY OR DAMAGES ARISING FROM THEIR RECKLESSNESS OR INTENTIONAL MISCONDUCT.**

I have considered that if this Waiver was not as broad as it is, I would have to pay or pay more for participation in the Parade, and as I do not wish to pay or pay more than I pay for participation in the Parade, I waive the right to bargain for different waiver of liability terms.

I have had sufficient time to review and seek explanation of the provisions contained above, have carefully read them, understand them fully, and agree to be bound by them. I understand that, by signing below, I am giving up substantial legal rights that I may otherwise have and that I may be incurring legal liabilities I would otherwise not have. After careful deliberation, I voluntarily give my consent and agree to this this Waiver.

Date: \_\_\_\_\_

Participant's Signature: \_\_\_\_\_

(Printed Name): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_

**If Participant is under the age of 18, his or her parent or legal guardian must also sign:**

I, (printed name) \_\_\_\_\_, am the parent or legal guardian of the Participant who has signed above. I have read and I understand the provisions of this document, I consent to the Participant taking part in the Parade, and I fully enter into and agree to the above Waiver.

Date: \_\_\_\_\_

Guardian's Signature: \_\_\_\_\_

(Printed Name): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_