



Carolina Carillon Holiday Parade 2011

The parade will be broadcast live on WIS TV at 10:00 a.m.

Theme for 2011: Winter Wonderland

Date: Saturday, December 3, 2011

General Guidelines

The Carolina Carillon Holiday Parade welcomes your application for the 2011 parade! The parade will begin at approximately 9:45 AM on Saturday, December 3, 2011. The Carolina Carillon is limited to 100 units based upon established entry criteria. The Participation Committee reserves the right to accept or deny any application for entry or to request revisions for designs or plans of any entry accepted. The parade will go on rain or shine.

Entry Design Information

All units must be designed and decorated to reflect the theme of the parade and must be constructed in a manner which is safe for all participants and spectators. There are occasionally strong winds and wind gusts along the parade route; therefore, each unit should be designed to withstand the elements. All applicants must submit a description and a basic drawing or picture of their unit with the entry application. Float entries must include overall float dimensions and the dimensions and details of props to be used on rental and custom floats. It is acceptable to give out approved items (please list on application), unless it interferes with the flow of the parade. No entry may include any person(s) dressed as or representing Santa Claus.

Feature Presentations

Some talented organizations will present street side entertainment and performances throughout the parade. However, organizations interested in performing in the parade reviewing area for the WIS-TV telecast must complete and submit the Feature Presentation application by October 15, 2011. Auditions are required and must be submitted on DVD with application. Only those organizations selected will be permitted to stop and perform in the reviewing area. Proof of insurance is required with the application.

Customized Floats

All custom floats must be built on a trailer or flatbed with at least two (2) axles, pulled by a separate vehicle unless self-propelled. Pickup trucks, cars, vans, and buses are not floats. Custom float entries must provide their own tow vehicle. A description of the tow vehicle must be included with the entry design information. The tow vehicle must be decorated so that the entire unit has a coordinated appearance and the trailer hitch or attachments must be secure and checked prior to the parade. Proof of insurance is required with the application.

Rental Floats

Full selections of decorated, holiday floats are available on a first-come basis for an additional rental fee of \$500. Please indicate your request for float rental on the application and enclose the additional float rental fee with your parade entry fee. The float rental fee includes signs identifying the organization and a tow vehicle, which is provided. Rental floats must use the tow vehicle provided by our float company.

Cycles and Small Motorized Units

Motorcycles, bicycles, and mini-cars are accepted when part of an organization and only if the motorcycles, bicycles, and mini-cars participate as a performing unit or when the equipment is part of a professional act. Proof of insurance is required with the application.

Cars, Trucks and Vans

An individual vehicle is not eligible to participate unless it is unique (i.e. recognized classic or antique car). Trucks are only used to pull floats. Individuals in the vehicle should be part of the entry presentation. All vehicles and riders are required to have holiday decorations and the number of riders inside the vehicles will be approved by the Participation Committee. Due to safety and insurance requirements, persons are prohibited from riding in the bed of a pickup truck or on the sides or hood a vehicle.

Marching Units

Any drill team or marching unit (other than bands) will be limited to a minimum of 12 and a maximum of 35 participants. The number of units and placement will be at the discretion of the Participation Committee.

Horses and other animals

Due to safety and insurance requirements, only organized equestrian units with trained horses and experienced riders will be considered for participation. Riders must maintain a slow pace at all times. Any unit with an animal(s) is 100% responsible for cleaning after the animal(s) during the parade or having animals diapered. Remember units will be walking, marching, and performing behind you.

2011 GENERAL ENTRY APPLICATION

This application and the applicable fee(s) must be submitted by **November 11, 2011**. All fees are Non- Refundable. Entry fees will be returned only if the applicant is not accepted for participation.

APPLICANT INFORMATION

Organization _____
Primary Contact _____
Telephone _____ Email _____
Alternate Contact _____ Telephone _____
Address _____
City _____ State _____ ZIP _____
Organization Phone _____ Fax _____
Organization Email _____

TYPE OF ENTRY

- Float** please check one of the two choices listed below
 We will provide our own float and tow vehicle. **We want to rent a decorated float.**
- Motorized Unit** please specify _____
 Drill Team please specify _____
 Walking/Pedestrian Unit please specify _____
 Animals please specify _____
 Other please specify _____

ENTRY INFORMATION

Name of entry (float theme, personality, costumed character, etc.) _____
Has this organization participated in this parade before? Yes No If yes, in what year(s) _____
Number of individuals participating in your entry: _____
Number of vehicles participating in your entry: _____
Does your entry have a performance or musical aspect? Yes No
Item(s) that you would like to distribute on both sides of the parade route (ex: candy, coupons, literature) *Must be approved by Committee. You may be asked to stop giveaways if it interferes with parade flow _____
Is this entry to be considered for the Carillon awards competition? Yes No
Please list below or email four facts about your organization or entry for the television commentary.
(Example: history, projects or community activities; awards received)

CHECKLIST FOR REQUIRED ENCLOSURES *Place a check by the items below that accompany the application.*

- Application Form
 Entry Design Information *basic description of unit and drawing or photo (if applicable) including costumes*
 Signed Rules and Regulations
 Appropriate Entry Fees for each unit
 Feature Presentation Application (if applicable)
 Proof of Insurance for the unit

PARTICIPATION FEES (make check to Carolina Carillon)

- \$25.00 ENTRY FEE for Non-profit organizations (if multiple units: \$25.00 each)**
Enclose copy of 501-C Determination letter from IRS \$ _____
 \$100.00 ENTRY FEE for business/commercial entries \$ _____
 Received after November 11, 2011 will be charged a \$50.00 late fee. \$ _____
 \$500 OPTIONAL FLOAT RENTAL FEE \$ _____

**P.O. Box 211974 • Columbia, SC 29221 • Phone 803-799-1216 • Fax 803-933-7396 • CarolinaCarillon.com
info@carolinacarillon.com**



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Please read and sign below:

- All decisions made by the judges and judging committee are final.
- Anyone with an unprofessional attitude will be asked to leave and the contestant will be disqualified.
- All fees are non-refundable.
- There is a \$35.00 returned check fee.
- The parade will start on time. We cannot delay the parade for tardiness.
- Everyone affiliated with this parade including the Director, Staff, the Carillon Board of Directors, WIS-TV, and all others associated with the program are not responsible for any injury, lost items, or damages occurring before, during, or after the parade. Therefore, they cannot be held liable for any of the above.

I have read the rules and understand them completely. With my signature I agree to comply to all herein. I further understand that if I fail to comply with all the guidelines and rules for participation that my entry will be removed from the parade line-up as late as 10:00 AM on parade day.

I also understand and recognize the risk of physical injury inherent in participating in parades, movements and live performances, and I am willing to assume those risks. I agree not to hold the Carolina Carillon Parade, The Carolina Carillon Committee, or any team member, volunteer, nor Sponsor of the event responsible for any accidents, losses, or illnesses sustained or contracted by my participants or myself while attending or participating in any activity associated with the Carolina Carillon Parade. I also understand that payment is due in full along with any other requirements set forth. I agree to follow all rules, regulations, and guidelines, set by Carolina Carillon Parade Committee along with having a positive attitude, ethical behavior, so that the show/parade will run smoothly and professionally. I fully agree that by not adhering to any or all of the above will cause me, my participants, and/or our unit to be removed from the parade.

I also agree that I am fully responsible for my entire unit, including but not limited to animals, vehicles, props and children. I am responsible for any action taken or caused by my unit.

Authorized Representative (print or type) _____

Signature _____ **Date** _____

Applications are reviewed prior to acceptance.

Entries not in full compliance with the policy and guidelines of the parade will not be accepted.

Application/Entry Fee Deadline: November 11

Assembly and Line up determined by week of November 21

Feature Presentation Application

This application must be submitted along with the General Entry and audition DVD application by October 15, 2011. Presentation lengths will be determined by the Production Committee and WIS Television.

APPLICANT INFORMATION

Organization _____
Primary Contact Telephone _____
Organization Telephone _____ Fax _____
Email _____

PRESENTATION INFORMATION *Please check all of the boxes below that apply to your presentation:*

- Vocal** **Dance** **Music** **Theatre**
 Other please specify _____
 Stage Performance group will be performing in the street staging area
 Float Performance group will be performing from a float
 Other please specify _____

Describe your presentation *Please be specific*

Please indicate the music that will accompany your presentation:

Note: Music for performers cannot be duplicated. Therefore, do not wait to request a song. Music must be pre-recorded, edited to the correct time length and emailed in an MP3 format to the parade audio engineer.

Title: _____

Composer: _____

Number of performers participating in your production: _____

Authorized Representative (print or type) _____

Signature _____ Date _____

*Feature Presentation applications and audition DVD's are reviewed prior to acceptance.
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