



AUBURNFEST

FEATURING THE AUBURN DAYS PARADE

SATURDAY, AUGUST 10, 2019 | 11AM
MAIN STREET IN DOWNTOWN AUBURN

Join us on Saturday, August 10, 2019 at 11:00 a.m. for a hometown, downtown, summertime Parade!

The Auburn Days Parade has been an Auburn tradition for decades and is the kick-off to AuburnFest.

The Parade will feature a variety of marching bands, drill teams, dancers, one-of-a-kind cars, plus so much more. Entries are expected to be designed and organized in a quality manner, and provide high entertainment value for our parade spectators. Entries should be creative, unique and decorated to celebrate summertime in Auburn.

The Parade begins at 11 a.m. The parade route travels west along Main St. from E St. NE to A St. NW.

The Parade application deadline is July 25, 2019. Please read the policies and rules on the following pages and return your completed application. Upon receipt and review of a fully completed application (including Proof of Insurance for non-commercial vehicles and Certificate of Insurance for floats, commercial vehicles and equestrian units), you will receive an email confirmation of your acceptance into the Parade.

A completed application includes all pages of application and applicable entry fee. Receipt of application DOES NOT guarantee acceptance. The City of Auburn reserves the right to limit the number of participants or vehicles in each entry, the total number of units in the Parade, and the total number of each entry classification.

Our goal is to make this year's Parade a fun attraction and new tradition for our residents, as well as a fun experience for participants and spectators alike. If you need more information about the Auburn Days Parade, please visit www.auburnwa.gov/auburnfest, email auburnfest@auburnwa.gov, or call Amanda Valdez at 253-804-5049.

253-931-3043 | auburnwa.gov/auburnfest



AUBURN DAYS PARADE POLICIES, RULES & GUIDELINES

SATURDAY, AUGUST 10, 2019 | 11AM | MAIN STREET, DOWNTOWN AUBURN

PURPOSE: The purpose of the Auburn Days Parade is to create an event that invites both participation and spectator enjoyment while positively honoring and celebrating the beauty, hospitality, friendliness, quality of life, and diversity of Auburn and the greater Auburn community. The Parade may have more applicants than it can permit to participate, and thus must select among the applicants those who will be able to participate. Those applications that are approved will be those that most closely meet the goals and purpose of the Auburn Days Parade.

APPLICATION DEADLINE:

Parade applications must be received by **Thursday, July 25, 2019**. Late applications will not be accepted.

ENTRY FEES: Parade entry is \$50 for Small Business entries (local, non-franchised businesses with 20 or fewer full time equivalent employees); \$50 for Auburn political campaign entries; \$100 for all other political entries; \$150 for commercial entries. Entry fees can be accepted by credit, cash or check. See parade application for payment details. There is no fee for all other parade entries.

INSURANCE REQUIREMENTS: *Non-commercial vehicles:* Proof of Insurance (i.e. auto insurance liability card) required for all drivers. *Floats, commercial vehicles and equestrian units:* Proof of Insurance with combined limits of \$1,000,000.00 and Certificate of Insurance that names "City of Auburn as additional insured." Proof of Insurance and Certificate of Insurance must accompany completed application.

PARADE STAGING & CHECK-IN: Staging will be assigned in advance. Staging and parade order will be emailed and posted online at www.auburnwa.gov/auburnfest a week prior to the Parade. Entries are required to check-in with the Parade Marshals between 9:30am – 10:30am. Latecomers are placed in parade at random or may be held out of the parade.

PARADE ORDER & ROUTE: Extensive time and consideration is given to put together a Parade that flows easily and is aesthetically pleasing to our spectators. Absolutely no changes to the Parade order will be made on Parade day. The parade travels west along Main Street from E Street NE to A Street NW (dispersal is north on "A" Street NW – follow Parade Marshal's signals).

FREE SPEECH ACTIVITIES: People/groups advocating, opposing or depicting any political or social issues are not allowed on the parade route, with the exception of candidates running for political office, which must fill out a parade application and abide by parade rules and regulations. The City of Auburn operates this Parade under the Doctrine of Government Speech, and for the purposes identified in its Parade Rules and Regulations. It is not intended as a forum for Free Speech. The Parade Route and the Parade Staging Area are off-limits to persons wishing to exercise Free Speech or otherwise engaging in activities not in compliance with the Rules and Regulations. This restriction shall apply to the Parade Staging Area for the period of one (1) hour before the commencement of the Parade through the conclusion of the Parade. This restriction shall apply to the Parade Route for the period of fifteen (15) minutes before the commencement of the parade through fifteen (15) minutes after the conclusion of the Parade.

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FLOATS: Floats and other self-propelled entries must be in good and safe working order, and able to complete the parade route. All floats must be equipped with one or more fire extinguishers. No smoking allowed on floats. Drivers must remain with float at all times. Parade floats must meet code compliance. Call 253-931-3060 for additional information. See insurance requirements above.

POLITICAL CAMPAIGN ENTRIES: Any candidate campaigning for a City of Auburn or Auburn School District elected office is required to submit a parade entry fee of \$50, along with a completed application. Candidates running for any other elected office are required to submit parade fee of \$100, along with a completed application. All candidates and passengers choosing to ride must remain within their vehicles at all times. Hopping in and out is dangerous and disrupts the parade. All entrants are required to follow all Parade policies and rules.

EQUESTRIAN & ANIMAL UNITS: There will be thousands of spectators, loud music, other animals and more. Please be a responsible owner and only bring an animal that can handle this type of pressure. Any rider or trainer showing inability to control their animal, or any animal showing visible signs of distress will, at the Parade Marshall discretion, be removed from the Parade. No riders under 12 years of age. No Stallions. Only one rider per horse. Each animal group must have their own cleanup unit. Any entry without a cleanup unit will not be allowed on the Parade route. See insurance requirements above.

BAND & MARCHING/DRILL/CHEER UNITS: All units must maintain forward motion. Routines that cause any gaps in the Parade are not permitted. If for any reason a gap of greater than 50 feet is created, units must increase their pace and close their gap. Any group causing unnecessary gaps in the Parade may be disqualified and may not be allowed to return in future years.

CLASSIC CARS/TRUCKS/VEHICLES: We encourage participation from antique/classic vehicles, hot rods, street rods, muscle cars, and unique cars and vehicles in the parade. We also encourage organized car club entries. See insurance requirements above.

JUDGING & AWARDS

Entrants must indicate they would like to be judged on their application form. Performance point is near B St. NE and Main Street. Decisions of the judges will be final. Parade results will be posted and awards available for pick up at the AuburnFest Information Booth at Les Gove Park by 2:00pm on Saturday, Parade day. Winners will be posted on the Festival website (auburnwa.gov/auburnfest) the week following the Parade.

Awards can also be picked up the week following the Parade at the Auburn Community & Events Center, 910 9th Street SE, Auburn, WA 98002.

AWARD CATEGORIES

Best of Show Award "Judges Choice"

(Judged Pre-Parade & will be led by banner carriers)

Spirit of Auburn Award

Given to the best entry depicting a summer theme

(Judged Pre-Parade & will be led by banner carriers)

Mayor's Award

Given to unit that best shows community spirit & citizen contribution

(Judged Pre-Parade & will be led by banner carriers)

Best Float Entry

Best Cheer/Drill Team Entry

Best Band/Musical Entry

Best Dance/Gymnastic/ Recreation Entry

Best Children's Entry

Best Animal/Equestrian Entry

Best Vehicle Entry



RULES

1. Entrants must observe all parade rules and regulations and follow all instructions from police or Parade officials or be barred from the Parade.
2. Entrants must fill out an application form and be approved before entering the line of march. Accepted entries will receive Parade instructions by email and staging information and parade order will be posted online at www.auburnwa.gov/auburnfest the first week of August.
3. Only approved commercial entries and non-franchised entries in the small business category may display commercial materials.
4. No entries may invite other units/participants to join their approved entry into the parade unless approved in advance by the City of Auburn.
5. Only Parade participants are allowed in the staging area. Spectators must find their spot on the Parade route
6. An adult must accompany parade participants under twelve (12) years of age, at a minimum ratio of at least one adult to 15 children (1 adult: 15 children).
7. Alcoholic beverages and consumption of tobacco products is prohibited by any parade participant. .
8. NO MATERIAL MAY BE THROWN ALONG THE LINES OF THE PARADE ROUTE. Distribution of gifts, merchandise, literature or other material may only be handed out by unit representatives walking along the outer edge of the Parade route. Any materials thrown from the unit or causing the crowd to enter the street will either be confiscated or the unit will be directed off of the Parade route and asked to leave. This policy will be strictly enforced by the Parade Marshals.
9. Parade participants may not mingle with or accost Parade route spectators.
10. The American flag must be displayed in an appropriate manner.
11. Any maneuvering, countermarching or other action delaying the forward progress of the parade beyond a reasonable time is prohibited. All units are required to close the gap between units when ordered by the Parade Marshalls.
12. All animal units must provide their own waste removal system. Any entry without a clean-up unit will not be allowed on the Parade route.
13. There are to be no fireworks or pyrotechnics.
14. Merchandise vendors are not permitted on parade route.
15. All food vendors must complete the Auburn Days Parade Food vendor application form. Call 253-931-3043 for more information. Roving food vendors must be approved.
16. All non-profit fundraisers need a permit for day-of fundraising. Call 253-931-3020.
17. The City of Auburn reserves the right to cancel any accepted entry at any time should it be determined that the entry detracts from the goals and purposes of the Auburn Days Parade.