Western DuPage
Chamber of Commerce

RAILROAD DAYS PARADE APPLICATION & AGREEMENT

2019 RAILROAD DAYS PARADE
SATURDAY, JUNE 8, 2019 AT 3:00 PM

Dear Parade Enthusiast,

The Western DuPage Chamber of Commerce is proud to again be hosting the 49th Annual Railroad Days Parade, Saturday, June 8, at 3:00 pm.

Parade theme:

"METAMORPHOSIS"

The West Chicago Parade committee has agreed to provide float judging; prizes will be awarded in a variety of categories:

Heritage Award: The float that shows the most spirit and enthusiasm.

Turner Award: The float that most creatively communicates what the business or organization does.

Grand Marshal Award: The float that best represents the parade theme.

- **The parade group will assemble at 2:00 PM.**
- **Step-off time is 3:00 pm sharp!**
- **The parade route is approximately 1 mile in length.**

Attached please find an application and parade guidelines/rules, which all participants must follow. Return your completed application with a brief narrative describing your group by Tuesday, May 28, 2019.

If you have any questions or concerns, please contact the Western DuPage Chamber at 630-231-3003. Line-up information will be e-mailed to you by June 5, 2019.

Contract Participants: We have limited space and budget, so those submitting early will receive top priority. Your application will be given approval/rejection within two weeks of date received.

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GUIDELINES & RULES SECTION

Guidelines:

(A) The parade will step off promptly at 3:00 pm from the corner of Ingalton and Elmwood Streets. All parade units must assemble at their assigned starting locations by 2:00 pm. Parade participants that are not in their assigned parade formation 15 minutes before step-off will not be allowed to participate and will be asked to leave **(no exceptions)**.

(B) Line-up positions will be determined by the Chamber of Commerce. We will attempt to accommodate requests as possible based upon special needs (not everyone can be in the front of the parade).

(C) Units in the parade should attempt to maintain even spacing, not to exceed 20 feet, between entries. Please advise us if special spacing is required. Motor vehicles must be operated in a responsible manner.

(D) "Antique" vehicle entries must be 25 years or older. Newer model entries will be limited to 10 vehicles at the discretion of the parade committee.

(E) Animal Entries: **ALL ANIMAL ENTRIES MUST PROVIDE THEIR OWN CLEAN-UP CREW!**

(F) Those requesting an honorarium, please line up at your designated starting location. We will bring checks to you.

Rules:

(1) The use or possession of **ALCOHOLIC BEVERAGES** by participants in the parade is **PROHIBITED. NO SMOKING IS ALLOWED IN THE PARADE**.

(2) The use of all water devices is prohibited.

(3) **HANDOUTS**: (a) items to be distributed during the parade must be approved in advance. Please note on your application what you will be distributing and please keep in mind that these items often end up in the hands of small children. (b) Approved items should be handed out, not thrown. For your safety and the safety of the children, we ask you to walk alongside the curb when distributing approved items. We do not want children running into the street in front of parade vehicles.

Please note that any violation of these rules and guidelines will result in excluding your participation with future Railroad Days parade or your immediate removal from the parade. We want everyone to safely enjoy the parade and have fun.

Let's have a great parade! Please retain these guidelines for reference.

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APPLICATION & AGREEMENT SECTION

Please return Parade Application, Waiver and Hold Harmless Agreement, and a brief narrative describing your group by **Tuesday, May 28, 2019:**

306 Main Street, West Chicago, IL 60185
team@westerndupagechamber.com, **630-231-3009** (fax)

Organization _____

Contact Person _____

Phone (_____) _____ Fax (_____) _____

Email Address _____

Street Address _____

City _____ State _____ Zip _____

Sponsoring Organization (if applicable) _____

Entry Size & Type of Unit _____
(float, walking unit, auto club, etc)

Space Needed (10', 25', 50', etc) _____ feet

Will Your Entry Make Sounds? ☐ Yes ☐ No Type _____

Will You Be Handing Out Anything ☐ Yes ☐ No

Description of Handout _____

Are You Requesting an Honorarium? ☐ Yes ☐ No $ _____

Applicant acknowledges receipt of the ☐ PARADE GUIDELINES & RULES and accepts them as part of the application. The applicant has also attached the following items:

- ☐ PRINTED NARRATIVE (a brief description of your organization)
- ☐ WAIVER AND HOLD HARMLESS AGREEMENT

The applicant further agrees to accept all future modifications in the PARADE GUIDELINES & RULES made and communicated, or in the alternative, to withdraw its application in writing.

Signature _____ Date _____

*** Please note receipt of this application does not constitute acceptance, nor does it constitute a contract for your participation. You will be contacted regarding acceptance. This is a no-charge parade, however all donations accepted to the Western DuPage Chamber of Commerce.**

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AGREEMENT SECTION

Line-up Number: _____

(Number will be determined after acceptance of application.)

To the fullest extent permitted by law, the undersigned hereby agrees to defend, Indemnify and hold harmless the City of West Chicago, Western DuPage Chamber of Commerce, West Chicago Fire Protection District, and the West Chicago Park District its officials, agents and employees, against all injuries, death, loss, damages, claims, suits, liabilities, judgments, cost and expenses (including attorney's fees), which may in anywise accrue against the City of West Chicago, Western DuPage Chamber of Commerce, West Chicago Fire Protection District, and the West Chicago Park District its officials, agents and employees, arising in consequence of participation in the activities relating to the Railroad Days Parade to be held **June 8, 2019,** or which may in anywise result therefore, except that arising out of the sole legal cause of the City of West Chicago, Western DuPage Chamber of Commerce, West Chicago Fire Protection District, and the West Chicago Park District its agents or employees. The undersigned shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgments shall be rendered against the City of West Chicago, Western DuPage Chamber of Commerce, West Chicago Fire Protection District, and the West Chicago Park District its officials, agents and employees, in any such action, the undersigned at its own expense, will satisfy and discharge the same.

The invalidity or unenforceability of the provisions hereof shall not affect the validity or enforceability of the remainder of this Agreement.

The undersigned represents it has full authority to execute this Waiver and Hold Harmless.

Agreement on behalf of the

Agreed this _____ day of _____, 2019.

Name _____ Title _____

Name of Business/Organization _____

Signature of Participant _____

**** Please note that this Waiver and Hold Harmless Agreement MUST BE SIGNED before you can participate in this year's parade.***