



Romeoville Recreation Department
900 W. Romeo Road
Romeoville, IL 60446
Phone: (815) 886-6222
Fax: (815) 886-6245
www.romeoville.org

Founder's Day Parade 2018 "BACK TO THE FUTURE"

July 6, 2018

Dear Parade Participant,

The Romeoville Recreation Department would like to invite you to participate in the Annual Founder's Day Parade. It will be held on Sunday, September 16, 2018 at 2:00pm. The theme for this year's parade is "Back to the Future". We encourage all citizens, clubs, organizations, and village departments to participate.

The parade will start at the corner of Newland Ave. and Belmont Dr. and end in Uptown Square (Alexander Cir. & Townhall Dr). Line-up will begin at various locations including: the Romeoville Recreation Center, 900 W. Romeo Rd.; AVM Middle School, and along Newland Ave. Parade participants should be picked up in Uptown Square immediately following the parade. More specific directions regarding ending location and pick-up procedures will be sent out along with final details and line-up information closer to the parade date.

Awards will be given for the following categories: Best Non-Professional Float, Most Decorated Vehicle, Mayor's Choice, Best Theme, Best Overall Band, and Judge's Choice. Entries will be judged on originality and compliance to the chosen theme. Awards will be announced at the Village Board Meeting on Wednesday, October 3, 2018.

In order to coordinate this event and keep all entries informed, please complete the enclosed entry form and return it as soon as possible, but no later than Friday, August 24, 2018. If your application is not fully completed with all necessary information it will not be processed.

All confirming information will be e-mailed or mailed on Wednesday, September 5, 2018. This information will contain your designated position for the parade, check in, street formation area, location, disbanding and all other parade information and guidelines. Please note: line-up will not begin until 1pm and bands must be here by 1:30pm.

If you have any questions or concerns regarding the parade please feel free to contact me via phone at (815) 886-6222 or via e-mail at cproctor@romeoville.org.

Thank you in advance for your participation and support!

Sincerely,

A handwritten signature in black ink, appearing to read "C Proctor".

Cassie Proctor
Program Supervisor



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Founder's Day Parade 2018 Rules and Regulations

1. Parade line-up will begin at 1:00pm (some entries may begin at 1:30pm). More information will be in the confirmation packet. The parade will start promptly at 2:00pm. Refer to your confirmation packet for more exact times.
2. Units will disband at the end of the parade route. Participants are encouraged to be picked up immediately after the parade. More information regarding the end of parade will be sent out closer to the parade date.
3. Awards will be given for the following categories: Best Non-Professional Float, Most Decorated Vehicle, Mayor's Choice, Best Theme, Best Overall Band, and Judge's Choice. Entries will be judged on originality and compliance to the chosen theme. Awards will be announced at the Village Board Meeting on Wednesday, October 3, 2018. Paid entries are not eligible for awards.
4. While in the parade, please keep a distance of 10 feet from the unit in front of you at all times (please keep pace). Please use discretion when sounding sirens, loud horns, etc.
5. Candy and trinkets may be handed out to spectators by walkers accompanying your entry. **Throwing candy and trinkets from vehicles along the parade route is not permitted.** Spectators are not allowed to approach the vehicle. For the public's safety we must enforce this rule. Violators will be asked to leave the parade and will not be eligible for judging.
6. All participants in the parade that require an appearance fee must have prior approval from the Romeoville Recreation Department and are not eligible for judging.
7. Alcoholic beverages will not be permitted during line up or during the parade. If alcohol is found you will be ejected from the parade, and if any appearance fee is required it will be forfeited.
8. Candidates running for office cannot use the words "Vote For" or any variation thereof on their float, vehicle, signs, etc. All candidates must accompany their respective entry.
9. No political, controversial statements, slogans, or jargon are allowed. The Romeoville Recreation Department will be the final judge and reserve the right to request removal of any such statements, slogans, or jargon.
10. Entries performing before judges at the reviewing stand have a time limit of one (1) minute, which will be strictly enforced. Please make sure to perform directly in front of the judges reviewing stand.
11. All parade participants must remain with one entry. Participants may not move to another entry once the parade has started.
12. Non-Professional floats cannot be an SUV, van, or car and must be at least fifteen (15) feet long.
13. Decorated vehicles must be at least 50% decorated.



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Organization/Company/Group _____

Contact Person _____

Address _____

City _____ State _____ Zip _____

Primary Phone _____ Secondary Phone _____

E-mail Address _____

I have read the attached rules and regulations for the Founder's Day Parade and I agree to the rules and terms set therein.

Signature _____ Date _____

Approximately how many people will be in your entry? _____

Does your entry require an appearance fee? Yes _____ No _____

Will your entry be loud? (band, speaker, music, etc.) Yes _____ No _____ Brief explanation: _____

If yes, please state the amount and description of performance _____

Please use the attached form to describe your entry for the judges reviewing stand announcements in 50 words or less.

Please complete and return these forms as soon as possible. Your parade position will be relative to the date we receive your written entry. All entry forms must be in no later than Friday, August 24, 2018.

Please return to: Romeoville Recreation Department
900 W. Romeo Rd
Romeoville, IL 60446
Attn: Parade

For Office Use Only: Received: _____ Line-Up #: _____ Confirmation Packet Sent: _____
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