



U.S.Military Veterans Parade Association

# 20th Anniversary Parade

"Veterans And Community United"

**Orientation: Sunday, November 3rd, 2019**

Grace Lutheran Church - Fetter Hall

504 Ave. E, San Antonio, TX

**Mandatory Orientation Meeting: 3:00 pm**

This is an important date where all participants will receive packets that will include maps, your section and line up information with entry numbers. This is also an opportunity to ask any questions about the parade.

## Event Schedule

**Event Date: Saturday, November 9th, 2019**

**JROTC Drill Team Competition: 8:30 A.M** Alamo Plaza

**Wreath Ceremony: 10:00 A.M** @ Alamo Plaza

**Parade: 12:00 Noon** Step Off @ Ave. E. to Houston St.

**Festival: 10:00 A.M. - 6:00 P.M.** @ Milam Park

***Entry Deadline: Tuesday, October 15, 2019***

# Contact Information

**Esther Garcia**

President & Wreath Ceremony Coordinator, (210) 790-3965, [USMVPA.President@gmail.com](mailto:USMVPA.President@gmail.com)

**Mari Ayala**

Parade Director, (210) 269-8581, [USMVPA.ParadeDirector@gmail.com](mailto:USMVPA.ParadeDirector@gmail.com)

**Joey Castellano**

Marshaling Director, (210) 410-1211, [USMVPA.MarshalingDirector@gmail.com](mailto:USMVPA.MarshalingDirector@gmail.com)

# Parade Application Form

**Name Of Organization \***

**Application Date \***



Month   Day   Year

**Contact Person \***

First Name   Last Name

**Contact Number \***

Area Code   Phone Number

**E-mail \***

example@example.com

**Organization's Facebook Page**

www.facebook.com/OrganizationName

## Address \*

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Country

## Parade Division \*

Marching/Walking Unit - \$30.00

ROTC/JROTC Unit - \$25.00

Equestrian Unit - Must Provide own Bucket/Scooper Brigade - \$100.00

Commercial/Corporate Entry - \$300.00

Non-Commercial Float - \$75.00

Per Vehicle - \$25.00

Bicycle - \$5.00

Motorcycle - \$20.00

Vehicle & Trailer Float - \$75.00

Car Club - Maximum 10 Cars per club - \$100.00 # \_\_\_\_\_ of cars

Motorcycle Club - Maximum 10 Motorcycles per club - \$100 # \_\_\_\_\_per club

American Legion - Donations Accepted

VFW - Donations Accepted

Veterans Organizations - Donations Accepted

High School/College Band

Military Unit

## Number of participants (people) for this application \*

**Describe in detail your entry or attach photo of entry right below: \***

**Describe in detail the estimated size of entry, which includes vehicles, vehicles/trailers and/or marching/walking/ dance participants. (Estimated Length and Width of area needed in forming area.): \***

**Will your entry use Sound Amplification? \***

YES

NO

## INSURANCE

**Note 1:** Your auto insurance can provide you with a certificate of insurance. Please be aware that the driver may be asked to present this information on the day of the parade.

**Note 2:** Drivers may be asked to sign our waiver of liability on parade date before step off.

Certificate of insurance must be valid, I identify the motor vehicle and/ or operator, policy limits and name the U.S. Military Veterans Parade Association as an **"Additional Insured"** for the date of the parade.

The parade forming /staging area secures at 10 am. Participants must be in their staging positions by 11 am. **LATE ARRIVALS WILL BE ASSIGNED TO THE REAR OF THE PARADE. The parade will step-off promptly at 12:00 pm**

**Driver's Name:**

**Driver's License Number:**

**Liability Insurance Carrier:**

**Policy Number#:**

**Agents Name & Contact Number:**

**\*A PHOTO COPY OF THE DRIVERS AUTO INSURANCE CARD MUST BE MAILED IN WITH THE APPLICATION.**

# Entrant Compliance Confirmation

By signing below, I agree to comply with all rules & regulations that govern our parade participation. I further understand that noncompliance of these rules will forfeit our participation in this and/or future parades. If selected, the undersigned agrees to participate in the United States Military Veterans Parade to be held on Saturday, November 9th, 2019 in San Antonio, Texas.

Type Signature: \*

Your Title:

Date



Month    Day    Year

Cell Phone Number

Area Code    Phone Number

Email \*

example@example.com

## RELEASE OF LIABILITY & APPLICATION'S FORM

This document must accompany each parade entry application. No entry will be accepted without this completed form.

By typing in your name it signifies you have read and are fully aware of all rules.

**Full Name of Organization \***

is requesting to enter in the Veterans Parade scheduled for Saturday, November 9, 2019 starting at 12:00 Noon, and their application will be reviewed for approval by the Executive Board or its designated Parade Director, U.S. Military Veterans Parade Association (USMVPA), under existing. rules and regulations.

**Full Name of Organization \***

by the undersigned authority, agree to release and to hold harmless the U.S. Military Veterans Parade Association, all sponsors and suppliers of the Veterans Parade Event, and their respective directors, officers, employees, agents, successors and assigns, from any and all claims, damages, liabilities, causes of action, lawsuits, costs and expenses, including without limitation and personal injuries (or damages to personal property), which may be incurred as a result of participation in the Veterans Parade. Further, in consideration of our participation and other good and valuable consideration, we further agree to grant the U.S Military Veterans Parade Association the right to record, broadcast, and otherwise publish our name, likeness, voice and television/media network information related to our participation in said Veterans Parade Event.

**TYPE SIGNATURE \***

**TITLE \***

**Date \***



Month    Day    Year



## **MEDIA INFORMATION/ SCRIPT**

Please submit a script below. Include all information that merits announcing (major awards,titles,etc.)  
Script must be brief. If possible, please enclose a photo of your proposed entry.

**Name Of Organization: \***

**Persons or Group on entry that should be recognized (Name & Title): \***

# Rules, Regulations

*Please Read & Sign Below*

## **General Information:**

The parade route is 1.6 miles long. Application Deadline is October 15, 2019. All applications will be reviewed by the Parade Administrator and approved by the Executive Board. All parade applications must be submitted with fees and be legible and complete. Submitting an application does not guarantee acceptance by the association. **Any entry with a child or children under the age of 12 must have adult supervision.** If accepted, an information packet will be made available to the participant at the orientation meeting. The *Orientation Meeting is mandatory* for all entries. The packet will provide the participant with the parade position number and additional instructions. Entries not decorated will not be allowed to participate in the parade. **The Orientation Meeting will be held Nov. 3, 2019, at 10:00 am. Grace Lutheran Church- Fetter Hall, 504 Ave E, San Antonio, TX.**

## **Insurance Requirements:**

All floats and non-military motorized vehicles must provide proof of Liability Insurance. You must provide a copy of a current Insurance card. A valid copy must be kept with the entry on parade day and readily available for validation by Parade Officials in the forming area prior to the start of the parade. Failure to comply will result in disqualification from the parade. In addition, drivers or entrant leaders must sign this USMVPA Waiver included in the parade application.

## **Tow Vehicles:**

Tow vehicles must be fully decorated in coordination with the float or will not be allowed to participate in the parade. Towing apparatus must be concealed within the float design and must be securely fastened to the chassis of the float and towing vehicle. Only the number of occupants that can safely be transported in the tow vehicle will be permitted. All motorized floats and tow vehicles must provide the name and valid driver license number of the driver along with Proof of Liability Insurance valid through the date of the parade. Please, no commercial or political displays will be permitted on tow vehicles.

## **Motorized and Equestrian Units:**

No one is permitted to disembark from any motorized or equestrian unit; float, vehicle, carriage, etc. until they reach the designated disbanding area. All floats must stay in their assigned parade line up position until completing the entire route. At the discretion of Parade Officials, any entry unable to move or maintain its assigned position will be reassigned to the end of the parade or disqualified from the parade. *All Equestrian Units must provide their own Bucket & Scooper Brigade.*

## **Car/Motorcycle Club Entries:**

Car clubs are restricted 10 vehicles per application with a charge of \$25.00 per vehicle. All vehicles must be patriotically decorated to participate in the parade. All vehicles must be decorated to participate in the parade.

## **Music/Sound Systems:**

All entries with live music and/or sound system must be indicated on the application and must comply with all city ordinances and parade officials who will regulate the sound volume so that it does not interfere with other parade participants. Failure to comply will result in disqualification from the parade.

**Marching Units/Bands/ROTC Units/Floats/Equestrian:**

Participants may not stop to perform in front of the media cameras or during the parade route. All participants must be in a forward motion at all times to avoid delays in the parade. Failure to do so will result in removal from the parade and elimination from future parades. This rule is strictly enforced.

**Advertising/Banners:**

Any commercial entry with a banner or sign only (on or off of vehicle) must pay the USMVPA Commercial Entry Fee (see below) before it is allowed to participate in the parade. There will be no Political or Religious advertising by parade participants. Any banner or sign with commercial advertising must pay the USMVPA parade fee before it is allowed to enter the parade.

**Forming Area:**

The forming area is secured at 10 a.m. and all vehicles and only those persons and/or vehicle entries registered to be in the parade will be allowed in the forming area. All parade participants must occupy their assigned position as soon as possible upon their arrival to the forming area. Please read your parade instructions or contact parade officials at Check-in on Avenue E & 3rd, should you need any assistance or may have any questions.

**The Spacing of Entries:**

All parade entries please stay close to the entry in front of you in the forming area until you are properly spaced by parade officials at the starting point (Avenue E and Third). While on the parade route, please maintain that distance which is approximately 40 feet. All marching and performing entries must maintain a constantly forward-moving direction while on the parade route. At the discretion of the Parade Officials, entries unable to start or maintain their assigned position in the parade will be reassigned to the rear of the parade or disqualified from the parade.

**Throwing or Distribution of Items during the Parade:**

It is unlawful and strictly forbidden by City Ordinance for parade participants or their representatives to toss, throw, distribute or give away any leaflets, coins, candy, souvenirs or any other items during the parade. This is strictly enforced by the SAPD and could be cause for removal from the parade. In addition, there should be no loud noises caused by the discharging of firearms, cannons, fireworks, etc. This is strictly enforced by the SAPD.

**Disbanding Area:**

Parade entrants must not remove any devices, costumes or uniforms until they have reached the official disbanding area. Bands, Marching Units, etc. should wait until they reach their buses that should be waiting for their arrival in the disbanding area.

**Alcoholic Beverages:**

Consumption of alcoholic beverages in the forming area, parade route, and the disbanding area is prohibited. Parade Officials and the SAPD strictly enforce this.

**Floats & Truck/Trailers:**

All floats and truck/trailers are expected to enhance our parade theme of "Veterans and Community United" and must be decorated. There will be an inspection fee of \$36.09 payable to the City of San Antonio. The fee is collected by the San Antonio Fire Department during their inspection of all floats and truck/trailers prior to the parade.

All floats must comply with all City Ordinances, which include:

- Onboard approved fire extinguisher
- Built with or decorated with fire-retardant material
- Driver and occupant protection from exhaust fumes exposure
- Float or truck/trailer must be fundamentally street safe
- Only the number of people that can safely ride on the float will be permitted.

## ENTRY DESCRIPTION

### An entry is described as:

1. A motorized vehicle to include a towed vehicle (trailer).
2. A marching & band unit representing a school, military unit, armed forces, or non-profit organization. (This includes the preceding banner).
3. A private organization or company motorized vehicle with attending banner, if any.
4. A walking unit of personnel to include an attending banner.
5. An equestrian unit of horses and carriage, horses and riders followed by OWN BUCKET OR SCOOPER BRIGADE.
6. Commercial banner only
7. Other units as approved by Parade Officials.

**IMPORTANT NOTICE:** THERE IS NO FREE PARKING IN THE PARKING LOTS AROUND THE FORMING AREA. PARKING IS YOUR RESPONSIBILITY. TOWING IS ENFORCED. BE PREPARED TO PAY THE PARKING METERS AROUND THE FORMING AREA.

**By signing below, I agree to comply with all Rules & Regulations that govern our parade participation. I further understand that noncompliance of these rules will forfeit our participation in this and/or future parades.**

**TYPE SIGNATURE \***

**Your Title:**

**Full Name of Organization \***

**Purpose or Goal of Organization: \***

**Date \***



Month    Day    Year

# Steps to submitting your application

1. Print 2 copies of the application.
2. Retain one copy of the application for your records.
3. If your entry includes a vehicle: A photo copy of the driver's auto insurance card must be mailed in with the application.
5. Mail-in application and check to address below.
6. If you do not receive confirmation of your acceptance in parade within 14 days. Please email **Esther Garcia**, President - (210) 790-3965, [USMVPA.President@gmail.com](mailto:USMVPA.President@gmail.com)
5. Attend Parade Orientation on Nov. 3rd at Grace Lutheran Church - Fetter Hall, 504 Ave E, San Antonio, TX. 3:00pm

### **Mail Application & Payment To:**

Please print this application and mail in a CHECK or MONEY ORDER (NO CASH). Make payable to "USMVPA" and send a check with the printed application to:

**U.S. MILITARY VETERANS PARADE ASSOCIATION**

**ATTENTION: PARADE DIRECTOR**

**P.O. BOX 781353**

**San Antonio, TX 78278-1353**

### **Checklist for Mail-In Application**

Did you fill out the application completely?

Did you attach proof of Insurance?

Did you fill out Media Information clearly?

Did you attach proper Entry Fee?

Did you completely sign the Release of Liability?

Did you include Check?