

The City of Harrisburg Presents

2016 HOLIDAY PARADE



Sponsored by Hershey Harrisburg Regional Visitors Bureau

Application
Deadline:
November 4

2016 Parade Entry Application

On **Saturday, November 19, 2016** the City of Harrisburg will proudly present the annual Holiday Parade in Downtown Harrisburg. The parade will feature musical acts, floats, parade balloons, food vendors and much more. This is a free event that draws over 10,000 attendees each year and is broadcast on local TV Stations.

The theme for this year's Parade is "Making the Season Bright". The theme is open to individual interpretation and entrants will be judged on their adherence to the theme.

Parade Schedule

10am - Parade forms on City Island

12pm - Parade begins

3pm - Awards Reception at Strawberry Square

Application check-list:

- Application must be completely filled out
- Application waiver
- Completed W-9 form (prize categories only)
- Proof of non-profit status (if applicable)
- Entrance fee payment (if applicable). Please make all checks payable to the Harrisburg City Treasurer.

Application mailing address:

Megan Roby
City of Harrisburg
Rev. M.L. King Jr. City Government Center
10 North Second Street
Harrisburg, PA 17101

For questions regarding the Holiday Parade or application, please contact Megan Roby at 717-255-3169 or mmroby@cityofhbg.com.

All entries must be received by **Friday, November 4, 2016**.



Entry Fees - Prize Categories:

Group Type	Entry Fee	Prizes
HS Marching Band	Free	1st place - \$1,000 2nd place - \$750 3rd place - \$500
Dance, Step & Drill Team Units	\$50	1st, 2nd & 3rd place Trophies

Entry Fees - Non-Prize Categories:

Group Type	Entry Fee	Example
Specialty Units	\$50	Color Guards, Non-School Bands
Non-profit Units	Free*	
Commercial Sponsored Units	\$250	Business/Corporate Groups
Miscellaneous Units	\$50	Vintage Automobile Club
Military Units	Free	

Please see Harrisburg Holiday Parade Category Descriptions for complete details on each parade category.

*Non-profit entries must submit proof of non-profit status for verification of entry fees.

Yes! We would like to participate in the City of Harrisburg's 2016 Holiday Parade.

Organization Information

Organization Name: _____

Primary Contact Person: _____

Title: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

E-mail: _____

Transportation to & from parade staging area: _____

Category Requested:

- High School Marching Band
- Dance, Step & Drill Team Units
- Specialty Units
- Non-profit Units

- Military Units
- Fire Departments
- Military Units
- VIP
- Other (please place in appropriate category)

Please see Harrisburg Holiday Parade Category Descriptions for complete details on each parade category. The City of Harrisburg reserves the right to make final assignments of entries to appropriate parade categories based on the nature of the entry and type of presentation.

Unit Name (as you want it to appear in print): _____

Accompanying music with description: _____

Sound system description: _____

Unit Description (for multiple units, fill out seperate descriptions)

Length _____ Width _____ Height _____

Description of Entry _____

Description of tow vehicle & disguise (if used) _____

Sound & Special Effects _____

Description and number of participants _____

Description of costuming _____

Script Information

Based on the theme “ Making the Season Bright,” how does your entry connect to your organization?

What is unique about your entry (raw materials used, size, animation, etc.)?

How many people were invoiced in creating your unit? How long did it take to work on it?

Please give one paragraph (100 words or less) description or history of your organization.

List any individuals and their positions that should be mentioned in the script (include pronunciations).

Name: _____ Position: _____

Name: _____ Position: _____

Name: _____ Position: _____

Name: _____ Position: _____