



## Night We Light Parade Registration Form

The Bemidji Jaycees invites your business or organization to be in the Night We Light Parade that will take place on Friday, November 23, beginning at 6 PM. The parade route will start at the Beltrami County Administrative Building parking lot (on the west side of the building) going east on 8<sup>th</sup> Street, turning south on Beltrami Avenue to 3<sup>rd</sup> Street where it will travel west and end at Irvine Avenue. Please join us after the parade at the waterfront as we “flip the switch” to light the trees, signaling the holiday season has begun in Bemidji, the First City of Lights.

If you or your organization would like to participate in the parade, please fill out and send in the enclosed form. **There is a \$25.00 registration fee for businesses; there is \$10.00 fee for non-profit organizations.** Pre-registration is required by **Friday, November 16**, to be included in the parade. If you do not pre-register you will be placed at the end of the parade line-up and charged a registration fee of \$35.00.

### Parade Guidelines:

- **NO ONE is allowed to throw anything** (candy, trinkets, samples, etc.) **to the crowd from a moving vehicle.** If you would like to hand out items to the crowd, please do so by walking.
- There is absolutely **NO CONFETTI ALLOWED.** Even if it is supposed to be dissolvable or biodegradable confetti. It is too cold this time of year and it does NOT dissolve in the snow.
- If you have horses or another type of animal in the parade YOU are responsible for cleaning up after your animal(s) while the parade is setting up and in progress.
- **Every parade unit must maintain three car lengths between you and the unit in front of you.** Please remember that if you are walking in the parade that you must keep up with the motorized units. We do not recommend letting children walk in the parade unless their parent/guardian feels that they will be able to maintain the pace until the end.
- The parade will begin PROMPTLY at 6 PM. **All motorized units should be in place by 5 PM.** All walking units should be in place by 5:30 PM. To avoid delays, please allow enough time prior to these times to set-up your organization's parade entry.
- Check-in will begin at 4 PM near the Beltrami County Administrative Building in the parking lot that is located on Irvine Avenue between 7<sup>th</sup> and 8<sup>th</sup> Streets. **All parade units need to check in by 5 PM and sign or turn in the enclosed Release/Hold Harmless form.** If you do not check in, your spot will be given away.
- There is extremely limited parking. **NO PARKING** will be allowed in the Beltrami County Administrative Building west parking lot. All parking will be off-site on the surrounding streets so we recommend that you carpool or have someone drop you off.
- **No live Santa Claus on your float!** Please respect that there will be one float with a live Santa Claus as to not confuse children.
- **BE CREATIVE AND HAVE FUN!!!! Thank you for your participation and we look forward to having a great parade!**

Please remember that the parade is a celebration of the Bemidji Jaycees First City of Lights celebration and is your chance to showcase the holiday season in Bemidji! We strongly encourage decorating of your float or vehicle with a theme to make it fun for the crowd to watch. *Make your float original so people will remember it!* **If you have any questions regarding the parade, please email [bemidjijaycees@gmail.com](mailto:bemidjijaycees@gmail.com) or call chairmen Josh at 218-209-1705 OR Tay at 218-766-7905.**



## Night We Light Parade November 23, 2018

Name of Organization or Participant: \_\_\_\_\_

Contact Person (s) Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Best time to call: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

### TYPE OF ENTRY

Type of Entry (i.e. truck w/ trailer, bicycles, car): \_\_\_\_\_

Vehicle and/or Trailer (Total Length): \_\_\_\_\_

Walking/Marching – Number of participants: \_\_\_\_\_ Horse or Carriage: \_\_\_\_\_

Other Animals: \_\_\_\_\_ Number of Animals: \_\_\_\_\_

Music: YES / NO What kind (live, radio, etc.): \_\_\_\_\_

Other Details: \_\_\_\_\_

### CATEGORY OF ENTRY (Please check one)

<input type="checkbox"/> <b>**Local Non-Profit Organization</b>	<input type="checkbox"/> Visiting Non-Commercial	<input type="checkbox"/> Mounted Groups
<input type="checkbox"/> Local Commercial	<input type="checkbox"/> Visiting Festivals & Fairs	<input type="checkbox"/> Car & Truck Clubs
<input type="checkbox"/> Local Non-Commercial	<input type="checkbox"/> <b>**Church Group</b>	<input type="checkbox"/> <b>**School Marching Bands</b>
<input type="checkbox"/> Local Festivals & Fairs	<input type="checkbox"/> <b>**School Organizations</b>	<input type="checkbox"/> Marching Unit
<input type="checkbox"/> <b>**Visiting Non-Profit Organization</b>	<input type="checkbox"/> Individual Entries	<input type="checkbox"/> Political Candidate
<input type="checkbox"/> Visiting Commercial	<input type="checkbox"/> <b>**Military</b>	<input type="checkbox"/> Elected Official

Please enclose the appropriate registration fee made payable to the Bemidji Jaycees:

\_\_\_\_\_ Business/ Organization (\$25.00) \_\_\_\_\_ \*\*Non-Profit (\$10.00) \_\_\_\_\_ Late Registration (\$35.00)

Return this form by November 16 to:

**Bemidji Jaycees, Attn: NWL Parade, PO Box 293, Bemidji, MN 56619**

OFFICE USE ONLY		
_____ DATE RECEIVED	_____ AMOUNT PAID	_____ ENTRY NUMBER

**BEMIDJI JAYCEES NIGHT WE LIGHT PARADE  
PARTICIPATION INFORMATION  
RELEASE/HOLD HARMLESS AGREEMENT**

Name of Organization or Participant: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone (evening): \_\_\_\_\_ Date of Activity: November 23, 2018  
Activity or Event: \_\_\_\_\_ Bemidji Jaycees Night We Light Parade \_\_\_\_\_  
Brief Description of Entry: \_\_\_\_\_

**CAUTION: Candy must NOT be thrown from the parade units. (We recommend that you have participants walk beside your unit to hand any candy to parade viewers.)**

**RELEASE/HOLD HARMLESS AGREEMENT**

In order to participate in this activity, I agree to hold the City of Bemidji, the Bemidji Jaycees, and JCI Minnesota harmless and I waive any right to make claims or lawsuits against the City of Bemidji, the Bemidji Jaycees, JCI Minnesota or anyone working on behalf of the City of Bemidji, the Bemidji Jaycees, or JCI Minnesota for any injuries or damages related to the alleged negligence of the City of Bemidji, the Bemidji Jaycees, or JCI Minnesota. This waiver does not apply to any injuries or damages that are the result of any willful, wanton, or intentional misconduct on the part of the City of Bemidji, the Bemidji Jaycees, or JCI Minnesota. My participation in this activity is voluntary and I understand the effect of this waiver on my legal rights.

If participant is under 18 years old, a parent/guardian must sign this form.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_