

SOUTH PASADENA FESTIVAL OF BALLOONS 4TH OF JULY 2024 HOMETOWN HEROES: CELEBRATING THE SPIRIT OF COMMUNITY

The City of South Pasadena and Festival of Balloons Committee would like to extend an invitation to your organization to participate in our annual 4th of July Parade.

Our theme this year is <u>Hometown Heroes: Celebrating the Spirit of Community.</u> Opening Ceremonies will be at 10:30 a.m. at the South Pasadena Public Library Community Room, located at 1115 El Centro Street. The Parade will start at 11:00 a.m. Your arrival time to the pre-parade area should be no later than 9:30 a.m. for check-in at the Registration Table. Please arrive on time to avoid street closures.

Please see below for the Festival of Balloons Schedule:

Kiwanis' Pancake Breakfast: 7:00 a.m. to 11:00 a.m. at South Pasadena Fire Station (817 Mound Avenue)
Opening Ceremony: 10:30 a.m. at South Pasadena Public Library Community Room (1115 El Centro Street)
Parade: 11:00 a.m. on Mission Street, from Diamond Avenue to Garfield Park
Party in the Park: 12:30 p.m. to 2:30 p.m. at Garfield Park (1000 Park Avenue)
Live Concert & Fireworks Show: At South Pasadena High School (1401 Fremont Avenue). Gates open at 7:00 p.m. Live concert is from 7:00 p.m. to 8:30 p.m. Firework show begins promptly at 9:00 p.m.

Enclosed is a **Registration Form** and **Parade Participant Rules** stating the guidelines for parade and float entries. Please note: **ALL GROUPS WITH CHILDREN MUST BE ACCOMPANIED BY AN ADULT AT ALL TIMES.**

Please mail or email your completed Parade Registration Form to:

Email to: specialevents@southpasadenaca.gov

Mail to: Attn: Festival of Balloons Parade Recreation Division 815 Mission Street South Pasadena, CA 91030

We thank you for your interest and look forward to your organization's participation in this year's parade. **The deadline to submit your application is Thursday, May 30, 2024.** If you have any further questions, please contact Community Services Supervisor, Nathalie Wilcox, at <u>specialevents@southpasadenaca.gov</u> or at (626) 403-7380.



South Pasadena Festival of Balloons 4th of July 815 Mission St., South Pasadena, CA 91030 Email: specialevents@southpasadenaca.gov

SOUTH PASADENA FESTIVAL OF BALLOONS 4TH OF JULY 2024 **PARADE PARTICIPANT RULES**

PARADE ROUTE

- 1. Parade route begins on Diamond Avenue, heading East on Mission Street and disbands at Garfield Park. At the conclusion of the parade route, participants need to head on Avon Place to avoid traffic congestion.
- 2. Parade route from beginning to end is roughly 0.6 miles.
- 3. Parade check-in begins at 8:30 a.m. All entries need to be checked in no later than one (1) hour before the start of the parade in order to pick up their packet and confirm attendance. Check-in can be completed at the Registration Table on the corner of Oxley Street and Fairview Avenue. All parade entries must enter the area from Fremont Avenue and Oxley Street. No entry from El Centro Street. Please arrive on time to avoid street closures. Late arrivals may result in the inability to participate in the parade.

GENERAL PARADE GUIDELINES

- 1. Latex balloons should be used on all entries, as they are biodegradable. Mylar balloons and use of helium are not permitted.
- 2. An adult must accompany all youth and children under the age of 18 years old. The participating adults are responsible for the actions and safety of the youth in their group.
- 3. Nothing, including but not limited to candy, beads, confetti, or other objects, may be thrown or propelled from a moving vehicle along the parade route.
- 4. Walkers are allowed to hand out candy or items along the parade route.
- 5. No flyers or paper items should be handed out in the staging area or along the parade route. These items end up littering the parade route.
- 6. Confetti may NOT be shot out along the route to reduce littering the parade route.
- 7. The directions and instructions of the Parade Monitors/Staff and Police Officers must be followed at all times. The Parade Monitors/Staff will assist in the control of the flow of the parade.
- 8. No profanity or foul language is to be used in the parade line-up area or during the parade. Parade entries containing offensive content will be prohibited at the discretion of the staging-area organizers. The children and youth of South Pasadena and surrounding towns participate in the parade.
- 9. No alcohol is to be consumed by any participant during the entire event. Unlawful or unsafe behavior will cause the safety of the participants and general public to be compromised.
- 10. Bring plenty of water to stay hydrated before you start and along the parade route. The parade route is ½ mile long, but weather conditions may require adequate hydration.
- 11. Actions detrimental to the City of South Pasadena, its residents, parade participants, and spectators will not be tolerated.
- 12. The Festival of Balloons discourages political or religious statements or messages, written or verbal, during the parade that are not consistent with the theme.
- 13. No solicitation of goods or services should be made in the staging-area or parade route per applicable City of South Pasadena City Ordinances.
- 14. Participants are encouraged to utilize each year's theme and to incorporate music into their entries.
- 15. To ensure the steady flow of the parade, participants should perform while walking. Groups who wish to perform a routine must get approval from the City. Approved groups may perform a shortened routine <u>once</u> while on the route. Group performing routines, such as dancing, cheering, etc., are requested to do so only <u>once</u> during the parade. This will ensure the steady flow of the parade. A shortened routine may be performed along the route.
- 16. No smoking during the parade.

- 17. Water may not be sprayed or thrown from any vehicle, float or parade participant onto the ground or on spectators. Water on the streets results in danger to parade participants and spectators.
- 18. Horses must be ridden with a Western or English saddle. No bareback riding is allowed. Horses must be under control by the rider. Horses may not pull a wagon or cart. No galloping is permitted. The group must provide a person(s) to walk behind the horses to shovel up any muck.

DRIVING ENTRY GUIDELINES

- 19. All driving entries must provide the following: driver's license of the driver, proof of insurance as outlined and required by the State of California, and image of vehicle. A copy of the insurance must be provided with the application.
- 20. Vehicles that will be in the parade need to enter the line-up area from the corner of Oxley Street and Fairview Avenue. All vehicles are subject to a safety inspection.
- 21. Vehicles must drive in a straight line. At no time should a vehicle be pointed in the direction of spectators.
- 22. No entry may exceed 25 feet in length or 13 feet in height, with the exception of City-owned vehicles (i.e. fire trucks).
- 23. Floats or vehicles that break down during the course of the parade are the responsibility of the entry group for moving them out of the parade path.
- 24. All participants riding in, on, or being pulled by a vehicle or any conveyance are the responsibility of the operator. The operator assumes responsibility for their safety and safe passage along the parade route.

The City of South Pasadena and Festival of Balloons Committee reserves the right to approve or deny participation to any and all parade entries or other events organized by said Committee that are not deemed in the spirit of the Fourth of July Independence Day celebration, or as otherwise permitted by law. Violations of these rules will be, at the discretion of the City and Committee, grounds for removal from the current parade or exclusion from future parades. The City and Committee's goal is to have a safe, appropriate, and friendly Fourth of July celebration for all participants and spectators.

WAIVER AND ASSUMPTION OF RISK

In consideration of this entry acceptance, I hereby for myself, my heirs, executors and administrators, family members, waive any and all rights to claims for damages against the City of South Pasadena, all sponsors or any other organization or individuals associated with the Festival of Balloons Parade, for any and all injuries sustained by me or my group in this event. I understand that this is a street parade with many dangerous obstacles and could sustain bodily injury. I further attest and verify that I am physically fit to march in a parade.

I ______, have read both pages of Parade Participant Rules, will ensure that our organization and/or I will follow the rules, and approve the waiver and assumption of risk.

Signature: X

Date:



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SOUTH PASADENA FESTIVAL OF BALLOONS 4TH OF JULY 2024 **PARADE REGISTRATION FORM**

Thank you for your interest in participating in the Festival of Balloons 4th of July Parade. Please mail your completed Parade Registration Form to the Recreation Division at 815 Mission St., South Pasadena or email to <u>specialevents@southpasadenaca.gov</u>. You will receive an emailed confirmation that will include your line up location for the parade and map.

Name of Organization:						
Name of Parade Entry: (If different from Organization)						
Name of Contact Person:						
Street Address:	City:	Zip Code:				
Email Address:						
Telephone Number:						

ENTRY TYPE		ESTIMATED NUMBER OF PARTICIPANTS			
	Band/Cheer Group	# of Youth:		# of Adults:	
	Walking Group	# of Youth:		# of Adults:	
	Classic Car	# of Vehicle(s):		· · · · · · · · · · · · · · · · · · ·	
	Truck/Flatbed	# of Vehicle(s):			
	Van/Bus	# of Vehicle(s):			
	Other (i.e. float, etc.)				

ADDITIONAL INFORMATION FOR CLASSIC CARS, TRUCKS/FLATBED, AND/OR VAN/BUS				
Make & Model:	Year:			
Oumore	Driver			
Owner:	Driver:			

PLEASE INCLUDE A SCRIPT YOU WOULD LIKE READ BY ANNOUNCERS:

OFFICE USE ONLY