

*The City of Harrisburg Presents*



*Sponsored by the Hershey Harrisburg Regional Visitor's Bureau*

*Application  
Deadline:  
September 29*

## 2017 Parade Entry Application

On **Saturday, November 18, 2017** 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 "**A Season of Giving.**" 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.

All applications must be submitted electronically to:

Megan Roby  
Marketing & Events Manager  
mmroby@cityofhbg.com

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, September 29, 2017.**



## Entry Fees - Prize Categories:

Group Type	Entry Fee	Prizes
HS Marching Band	Free	1st place - \$1,500 2nd place - \$1,000 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 2017 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  
Commercial

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**

How does your entry connect to the parade theme?

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Is there anything unique about your entry? If yes, please describe.

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Please describe your entry

(What will it look like? How many people were involved in creating your unit? How long did it take to work on it?)

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

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

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

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

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

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