

# Application

## 2018 Downtown Oshkosh Business Improvement District (BID) Holiday Parade

*"A Winter Wonderland" Theme*

TUESDAY, November 13 at 6:15pm

**Deadline for application review is Monday, October 1, 2018**

**Participation limited to the first 60 approved entries!**

**Entry Information:** *IMPORTANT*-please neatly write the name of your business/organization & what you would like announced. This is how your float will be registered & announced during the parade.

Name of Organization: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
\*E-mail address: \_\_\_\_\_

\*Must provide this, as this is how all forms of communication will be sent out

Announcement: This is a brief message that Oshkosh Media will announce as your entry goes by. (Ex. Happy Holidays from Downtown Oshkosh)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of vehicle: Car  Truck/SUV  Semi  Other  Explain \_\_\_\_\_

Will you have a trailer? No  Yes   
If Yes - length of trailer: 10ft  20ft  Other  How long \_\_\_\_\_

Will you have walkers? No  Yes   
If Yes - how many: \_\_\_\_\_

Will you have demonstrators/performers (excludes dancers & bands)? No  Yes   
If Yes - describe (including any props that may be used): \_\_\_\_\_

Will you have music? No  Yes   
If Yes - type: Live  Recorded  Other  Describe \_\_\_\_\_

Will you have animals? No  Yes   
If Yes - type: Dogs/Cats  Horses  Other  Describe \_\_\_\_\_

**Parade Fee:**

\$50 Parade Entry Fee  \$25 Non Profit Entry Fee

*\* Revenues collected benefit the Downtown Oshkosh Business Improvement District initiatives, programs, projects & events*

*\*\* Make checks payable to: City of Oshkosh BID*

*\*\*\*Bands do not have an entry fee*

**Insurance Requirements:**

- Applicants must submit a current certificate of insurance for EVERY vehicle in the parade, in compliance with the State of Wisconsin liability auto insurance requirement; copy of your insurance card is sufficient
- The Downtown Oshkosh BID & City of Oshkosh may at their sole discretion require any parade entry that is considered to be higher risk: animals, fire, etc. a certificate of general liability insurance
  - Please contact Cassie (contact info listed below) for the specific language needed on this certificate

**Parade Guidelines:** *Please initial by each statement below*

\_\_\_\_\_ I understand that Santa CANNOT be present on my float or as a walker; Santa will ONLY be on the final float

\_\_\_\_\_ I understand all entries should incorporate this year's theme: "A Winter Wonderland"

\_\_\_\_\_ I understand that if giving out candy I must HAND the candy to kids, NO THROWING candy allowed: This is a safety precaution as Main Street is narrow, and we do not want kids running into the road for candy

\_\_\_\_\_ I understand I will NOT be refunded the entry fee if the parade is cancelled or I am unable to participate

\_\_\_\_\_ ALL parade entries MUST arrive to the designated parade assembly area between 4pm-5:30pm, NO exceptions! Cross roads will close at 5:45pm and judging of the floats will start promptly at 5:30pm

\_\_\_\_\_ I understand and agree that the Downtown Oshkosh BID, City of Oshkosh or any other organization sponsoring the parade is not responsible for theft of, accidental loss, or damage to property incurred prior, during or immediately after the parade and hereby release the Downtown Oshkosh BID, City of Oshkosh and any other organization sponsoring the parade for claims, damages, or costs relating thereto

\_\_\_\_\_ I understand the individual signing this agreement has the authority to enter into this agreement on behalf of the organization listed on page 1 of this application

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

Title: \_\_\_\_\_

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

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

**Send completed application, check and certificate of insurance to:**

Downtown Oshkosh BID  
Holiday Parade  
120 Jackson Street  
Oshkosh, WI 54901  
FAX (920) 303.2263

If you have any questions, please contact Cassie Daniels, Downtown BID Manager  
920-303-2265, x11 or [cassie@downtownoshkosh.com](mailto:cassie@downtownoshkosh.com)