

# **Burbank On Parade**

## **April 14, 2012 - 11:00 A.M.**

### *Parade Equestrian Information and Application*

#### **Entry & Fee**

- There is no fee for equestrian entries for 2012.
- The Selection Committee will be choosing entries that best fit our theme “The World of Aviation and its Heroes”. Extra consideration will be given to those entries providing the most entertainment value that compliments the theme.
- With your application, please include photos of past entries, or sketches, or diagrams, as well as full descriptions, which will help our Selection Committee visualize your entry.
- All entries must be approved by the Selection Committee prior to being accepted. **You will be contacted within one week of receipt of your application to let you know whether you have been accepted.**
- If your entry has been selected, you will receive a detailed packet of information including a map and driving directions for check-in location approximately two weeks before the parade.

#### **Day of Parade**

- Check in time is 7:30-8:30 am – please do not show up before or after those times as the City of Burbank Police will not allow you onto the street. The street is blocked off at all entrances by barriers for the protection of the participants and the
- Awards will be presented at the start of the parade at step off. Judging will take place on the equestrian formation street from 9:00-10:00 am. Please have your entire entry on the street and ready to be judged by 9:00 am.
- **ALL TRUCKS, CARS AND TRAILERS MUST BE OFF THE EQUESTRIAN FORMATION STREET BY 10:15AM** – this is a legal requirement from the City of Burbank. You will need to move your trucks, cars and trailers to the disbanding area at the end of the parade and catch a shuttle bus back to the formation street where your horses are – you must be back and lined up by 10:50 am. Note that the equestrian formation street must be cleared of all vehicles and accessories not participating in the parade by 10:15 am. There are no exceptions to this rule.
- Please consider that your horse may be standing for 3 or more hours prior to starting the march down the parade route – please plan accordingly the mount that you will use. There is some shade on the street but make sure you and your horse are prepared for weather extremities – it could be raining and 50 degrees or a hot and sunny 95 degrees.

#### **Rules**

1. All participants must be uniformed, costumed or appropriately dressed.
2. The Parade Committee does not accept responsibility for false statements made by applicants or entrants.
3. **No one under the age of eight (8) will be permitted to march.** Younger children may ride in a vehicle.
4. Children under the age of 18 must be accompanied by a parent or adult as authorized by the parent(s). Parent(s) must sign a separate authorization. **Please note on this application any participants that are under the age of 18.**

5. All moving commercial entries including trucks, vans, floats or autos must convey the theme of the parade as well as carry the name of the sponsoring firm or organization. All entries must serve a specific purpose or be of entertainment value and cannot simply be a vehicle with minimal generic decorations.
6. **FORWARD MOTION MUST BE MAINTAINED THROUGHOUT THE LINE OF THE MARCH.** All entries must comply with a no-halt format. The first violation will result in a warning from a Division Marshall or Chairman. The second violation will be recommendation for removal from this and future parades.
7. Positively NO throwing of candy, gum, balloons, etc. by any participant in the line of the march. Violation will result in immediate expulsion.
8. Any entries expressing political, social, or other controversial viewpoints will not be acceptable.
9. If your vehicle requires special towing equipment, i.e. tow bar, etc. parade entrant must supply such equipment. Burbank On Parade, Inc. assumes no responsibility for damages in towing.
10. Any breakdown of any unit, for any reason, may not block the progress of the parade.
11. In case of inclement weather, parade will go on as scheduled – please dress appropriately. In recent years it has been very hot on parade day, please dress appropriately and bring plenty of water.
12. If your unit is unable to appear, you **MUST** notify the appropriate parade Chairman (see application for contact information) as soon as possible. Any unit that does not notify the parade Chairman and fails to appear will not be accepted in future parades.
13. **NO** Mylar balloons or metallic strings. No balloons of any kind near the horses.
14. Consumption of alcoholic beverages is prohibited and violators will be disqualified.
15. Please obey all Parade Marshalls from check-in to disbanding.
16. Any animal participants other than horses must be approved by the Parade Committee.
17. **All entrants will be required to sign a “Hold Harmless” release from the City of Burbank. This release will be mailed to the leader of your group two weeks before the parade. EVERY person in your group must sign the release and provide it upon check-in. You will not be allowed onto the formation street or permitted to participate in the parade unless the signed release form is submitted.**

## 2012 Equestrian Application Form

Name of Entrant/Group: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Director or Manager: \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

E-mail address: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Number in group – horse, riders and others: \_\_\_\_\_

Number & type of vehicles if any. Please include all trailers & trucks you will bring to unload your horses, including the length of each:  
\_\_\_\_\_

### Competitive Classes - Please Check ONE Appropriate Classification

- |   |  |
|---|--|
| <input type="checkbox"/> Mounted Group                  | <input type="checkbox"/> Charro Group                    |
| <input type="checkbox"/> Color Bearers                  | <input type="checkbox"/> Spanish Costume                 |
| <input type="checkbox"/> Historical/Commemorative Group | <input type="checkbox"/> Silver Mounted                  |
| <input type="checkbox"/> Working Western Lady           | <input type="checkbox"/> Parade & Fancy Parade Horse     |
| <input type="checkbox"/> Working Western Man            | <input type="checkbox"/> Parade Theme                    |
| <input type="checkbox"/> Fancy Western Lady             | <input type="checkbox"/> Parade Theme Group              |
| <input type="checkbox"/> Fancy Western Man              | <input type="checkbox"/> Pony or Horse Rider, 8-17 years |
| <input type="checkbox"/> Hitch Drawn Vehicle            | <input type="checkbox"/> Specific Breed: _____           |
| <input type="checkbox"/> Hitch Drawn Vehicle Mini       | <input type="checkbox"/> Hitch Drawn Vehicle Junior      |
| <input type="checkbox"/> Equestrian Other: _____        |  |

**Non-Competitive:** \_\_\_\_\_

**NOTE: YOU MUST PROVIDE DETAILS & A DESCRIPTION OF YOUR ENTRY:** Include on a separate sheet of paper a complete description of your entry - size, number in your group, age of group, number of vehicles if any, awards received, etc. Please give a full description of your entry and include a photograph or drawing. **You must also include a description that can be read by the television announcer. ALL OF THESE MUST BE SUBMITTED WITH YOUR APPLICATION FOR YOUR ENTRY TO BE CONSIDERED BY THE SELECTION COMMITTEE.**

*The information entered above is accurate and I hereby agree to release and hold harmless the City of Burbank and Burbank On Parade, Inc. management, its members and agents, and owners and managers of the grounds or location of this event from any loss, damage or injury resulting from participation in this event. I also agree to release photographs, descriptions and information submitted by the participants, their manager or agents; and the use to publicize by motion pictures, photographs or by other means the entrants performance and participation in this event. I have read, understand and agree to all the rules & regulations on the Parade Information form.*

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Equestrian Chairmen: **Linda Barnes & Alisa Cunningham**  
Phone: **Linda 818.399.1195 Alisa 818.472.2801**  
E-mail: **[barnesskis@aol.com](mailto:barnesskis@aol.com) [alisa@aliscunningham.com](mailto:alisa@aliscunningham.com)**

Please mail application package to: **Alisa Cunningham, Secretary**  
**Burbank On Parade**  
**PO Box 3396, Burbank CA 91508-3396**  
or email to: **[alisa@aliscunningham.com](mailto:alisa@aliscunningham.com)**

<p><b><i>Entry Return Deadline: <u>March 15, 2012</u></i></b> <b><i>Any entries received after that date cannot be considered.</i></b></p>
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