

# *Festival of Lights Parade*

**Join us for this dazzling nighttime parade** as it travels through downtown Rapid City amidst sparkling lights and huge crowds! From horse-drawn carriages to amazing displays on flatbed trucks, the **FESTIVAL OF LIGHTS PARADE** delights crowds of over 30,000 and is the premier winter event in the Black Hills.

**Anyone interested in participating is encouraged to do so!** The parade will be held on Saturday, November 28, 2020 at 6 p.m. in Downtown Rapid City. The parade begins at East Boulevard and proceeds down Main Street, turning south on 7<sup>th</sup> Street, and traveling east on St. Joseph Street. It is a long parade route! There is a non-refundable **entry fee of \$40.00**. However, non-profit organizations, service clubs, civic organizations, and church groups **pay only \$25.00**.

**The Festival of Lights Parade** was created by the Leadership Rapid City Class of 1996 with the help of Casey Peterson & Associates, Black Hills Federal Credit Union, and Black Hills Corporation. In 2013, the Festival of Lights Board of Directors, consisting of original 1996 LRC class members Sue McCormick, Carol Brown, and Carrie Cisel, was expanded to include Connie Olson. Connie is from the LRC class of 2008 and is chair of the 2020 Festival of Lights Parade. We thank you, the participants, for creating wonderful entries that draw thousands of people to this event!

**The number of entries is limited.** For safety reasons, you must have a completed Participant Application Form and Waiver on file with the Festival of Lights Organization to participate in the parade. You will receive a confirmation packet with information regarding the staging area and route after we receive your registration.

Please complete the enclosed Participant Application Form and Waiver (*don't forget to sign!*) and return as soon as possible to [festivaloflightsrc@gmail.com](mailto:festivaloflightsrc@gmail.com), or mail to:

**2020 FESTIVAL OF LIGHTS PARADE  
% CONNIE OLSON  
5550 SOLITAIRE DRIVE  
RAPID CITY, SD 57703**

***Space is limited – return your registration forms early!***

***Special thanks to our major sponsors for their generous support:***



## 2020 Festival of Lights Parade Regulations

**It is important that all entries adhere to these rules and float specifications:**

1. **No walkers!** Entries will travel as much as three miles along unlit streets that may be wet and icy. Walkers are unable to keep pace with moving vehicles or stay warm. (Exceptions for safety reasons may be granted by the Festival of Lights Parade Chair. Approval must be received in writing and available upon request by parade staff at the event.)
2. All parade participants shall conduct themselves in a responsible manner. **No alcohol or drugs will be tolerated.** The parade sponsors reserve the right to expel any float from the parade at any time.
3. Large crowds and a dark parade route create a safety concern; therefore, absolutely **no candy or other items** may be handed out during the parade.
4. **No entry may feature a "live" Santa Claus.** Santa will arrive on his own float at the end of the parade.
5. This is a nighttime parade in winter. Participants should dress appropriately for an extended time in cold weather. Consider including hot beverages and extra blankets.
6. **Participants are not allowed to mount or dismount moving floats.**
7. Vehicles may not use their headlights during the parade. All floats must be fully lit.
8. Floats must keep pace with the parade (approximately 5 miles per hour). **Floats that cannot maintain the pace will be asked to withdraw.**
9. Floats must refrain from horn honking during the parade.
10. All floats must be self-propelled or towed by either a motor vehicle or team of horses. No motor homes will be allowed.
11. Rapid City ordinance requires that a float and tow vehicle combined may not exceed 80 feet in length or 14 feet in height. **Participants will be responsible for any damage done by oversized vehicles.** Call the Festival of Lights Hotline at **(605) 381-4204** for guidelines or technical assistance.
12. Generators used as a power source must be large enough to provide adequate power to supply the electrical needs of your float. **All entries using a generator should muffle the noise.** A three-sided box over the generator works well as long as you allow airflow. A refill of fuel should be available on the float or in the tow vehicle and must be in an approved container, with a manufacturer stamp of approval. A funnel is also recommended.
13. Every float must have a **TYPE 2ABC FIRE EXTINGUISHER** approved for liquid fuels available on the float. This will be strictly enforced!
14. **A minimum of 50 lights per foot length of float is required,** with more lights preferred. All entries must be clearly distinguishable and visually pleasing.

15. Floats should be constructed to withstand winds and wet weather. Crepe paper, tissue paper, and other paper products should be avoided. **All objects should be firmly attached to withstand high winds.**
16. Music should be an integral part of your float. A portable sound system with hand-held microphones for singers and choral groups is recommended. Be sure your system is powerful enough to be heard above the crowd noise and the electrical generators.
17. Company logos should not be the main theme of the float. However, the sponsor's name should be prominently displayed on the float. Signs should be well-lit and placed high on the float or towing vehicle for easy identification by judges and viewers.
18. Parade entries and float sponsors shall be responsible for the safe construction and operation of their floats.
19. **All entries will be viewed in the staging area to determine if they comply with the rules and regulations as outlined. Entries that do not meet Parade standards may be asked to withdraw from the lineup.**
20. **Obey all South Dakota traffic laws** in route to and from the staging and de-staging area. It is recommended that floats be partially lit as a safety precaution.
21. **Entries must be in place by 5 p.m.** No floats will be allowed in staging area prior to 3 p.m.
22. **Access into the staging area is restricted to floats only. Float participants should meet up with their float before entering the staging area.**

**You will receive maps detailing the staging area and parade route, in your confirmation packet.**

Please notify us by Friday, November 13, 2020, if you are unable to participate so we can fill your space with an entry from our waitlist.

**Questions? Please call (605) 381-4204, email us at [festivaloflightsrc@gmail.com](mailto:festivaloflightsrc@gmail.com), or visit our website at [www.festivaloflightsrc.com](http://www.festivaloflightsrc.com).**

**Enjoy the parade!**



# Festival of Lights Parade Participant Application

Business / Organization Name: \_\_\_\_\_

Street: \_\_\_\_\_

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

Contact Person: \_\_\_\_\_

Organization Phone: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

How will you be participating in the parade?

☐ Float    ☐ Animal Unit (Please describe) \_\_\_\_\_    ☐ Other (Please describe) \_\_\_\_\_

\_\_\_\_\_

*There is a non-refundable fee to enter the festival of lights parade:*

☐ \$40 for business entries    ☐ \$25 for non-business entries (non-profit)

**I agree to ensure that the proper fire extinguisher, as earlier specified, will be on our entry at all times.**

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

All entries in the Festival of Lights Parade must meet Parade standards and comply with all applicable rules, regulations, laws, and ordinances.

You will receive all information concerning the event by mid-November. Festival of Lights reserves the right in their sole discretion to deny any application for participation in the Festival of Lights Parade.

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**Please return your completed Application and signed Waiver as soon as possible!**

Email to: [festivaloflightsrc@gmail.com](mailto:festivaloflightsrc@gmail.com)

Mail to: 2020 Festival of Lights Parade  
% CONNIE OLSON  
5550 SOLITAIRE DRIVE  
Rapid City SD 57703

**All entries MUST be received by Thursday, November 12, 2020!**

***If emailing your Application and Waiver, please mail payment to the above address or drop off at Youth & Family Services, 1920 N Plaza Boulevard, Rapid City, SD 57702.***

# Festival of Lights Parade

## Participant Indemnification, Statement of Financial Responsibility, and Waiver Corporate/Organization

I, the undersigned, as an authorized person, officer, or director of the participant herein named, do hereby agree to release, hold harmless, and indemnify the Festival of Lights, its participants, officers, directors, and each and every Festival of Lights Parade sponsor from any and all liability or claims whatsoever for any damage or injury including death that may occur as a result of or relating to participation in the above named event.

I warrant that I am an authorized representative for \_\_\_\_\_ and as such further warrant that such entity/organization/person possesses adequate financial responsibility so as to indemnify that above named parties and assume all liability and expenses that may arise from any third party claim. Further, as authorized representative I hereby waive any and all claim that the participant/organization may have against the above named parties as a result of or relating to the Festival of Lights Parade and/or related events.

Name of participant/organization: \_\_\_\_\_

Address of participant/organization: \_\_\_\_\_

Phone number of authorized representative: \_\_\_\_\_

I hereby warrant and represent that I have read and understand the above release, indemnification, statement of financial responsibility, and waiver, and that I am duly authorized to bind the above stated participant to such representations. The document is to be executed in duplicate, one for the records of the Festival of Lights Committee and one for the records of the individual or group executing the same.

Specific relationship of signor of this document to the participant in the Festival of Lights:

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

For more information, please call (605) 381-4204, email us at [festivaloflightsrc@gmail.com](mailto:festivaloflightsrc@gmail.com), or visit our website at [www.festivaloflightsrc.com](http://www.festivaloflightsrc.com).

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