



48th Regional Puerto Rican Day Parade

c/o Council of Spanish Speaking Organizations, Inc. (Concilio)
705-09 N. Franklin Street
Philadelphia PA 19123
(215) 627-3100 - (215) 627-7440-fax

January 4th

Dear Parade Applicant:

On behalf of the Puerto Rican Festival Committee, I would like to invite your organization to join us in celebrating the 48th Regional Puerto Rican Day Parade to be held **Sunday, September 26th, 2010**, in Philadelphia.

This year's theme is: **"Our Taino Heritage"** recalling the native inhabitants of Puerto Rico, their culture and influence on the Puerto Rican way of life.

We invite all participants to be very creative with their presentations of the float dance, music and costumes.

All Participants will be judged on the following criteria:

- Best portrayal of festival's theme (0 – 10 points)
- Best display of Puerto Rican or Latino culture (0 – 10 points)
- Originality and creativity of presentation (0 – 10 points)
- Costume appearance (0 – 10 points)
- Crowd appeal (0 – 10 points)
- Decoration of float (if applicable) (0 – 10 points)
- Decoration of towing unit (if applicable) (0 – 10 points)

The general entry fee for the parade is \$550.00. Public and non-profit schools shall pay a fee of \$150.00 and small non-profit organizations (under 1 million dollar budget) my request a reduced entry fee of \$75.00 Funds are payable by check or money order to: Puerto Rican Festival at the above address.

A representative from your organization will be **required** to attend an orientation meeting to present and describe their presentation and/or performance routine. At this meeting we will also discuss the requirements and expectations for all participants. Performing groups are required to bring their 60-second¹ music recording in CD format to this meeting labeled with your group's name. You will be notified of the date, time and location of the meeting, after the receipt of your application and fee.

Please submit your completed application, a signed "Waiver of Liability and Acknowledgement of Regulations" document (enclosed), and the entry fee no later than August 27, 2010.

I look forward to your participation. Should you have any questions, please feel free to call me at (215) 627-3100, ext. 204.

Sincerely,
Guillermina Ortiz
Business Manager

¹ 90-seconds performance for 1st, 2nd and 3rd place incumbents in each division and Director's Choice Award.

2010 Puerto Rican Festival



Parade Application

Sunday, September 26, 2010

Submit by August 27, 2010

Council of Spanish Speaking Organizations, Inc. (Concilio)
705-09 N. Franklin Street
Philadelphia PA 19123

Please Print Clearly

Name of Organization/Group: _____

Address: _____

City, State and Zip Code: _____

Daytime tel # _____ Evening tel # _____ Fax _____

Name of Representative: _____

E-Mail: _____

Name of Group Captain (if different from above): _____ Tel # _____

<u>General Entry fee: \$550.00</u>	<u>Public, non-profit schools: \$150.00</u>	<u>Small non-profits fee: \$75*</u>
<input type="checkbox"/> Cash	<input type="checkbox"/> Cash	<input type="checkbox"/> Cash
<input type="checkbox"/> Check	<input type="checkbox"/> Check	<input type="checkbox"/> Check
<input type="checkbox"/> Credit Card	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Credit Card

Funds are payable by check or money order to: Puerto Rican Festival.

*non-profit organizations under 1 million dollar budget

Group A: Judged Categories: Only themed floats and / or performing groups competing for trophy awards. (Select one)

- | | | |
|--|---|--------------------------------------|
| <input type="checkbox"/> Elementary School | <input type="checkbox"/> Middle School | <input type="checkbox"/> High School |
| <input type="checkbox"/> College | <input type="checkbox"/> Community Group | <input type="checkbox"/> Non Profit |
| <input type="checkbox"/> Dance Troupe | <input type="checkbox"/> Commercial/Corporate | <input type="checkbox"/> Float |

Group B: Complementary Category: Non-Judged, Non-Trophy Categories. (select one)

- | | | |
|--|---|--------------------------------------|
| <input type="checkbox"/> Elementary School | <input type="checkbox"/> Middle School | <input type="checkbox"/> High School |
| <input type="checkbox"/> College | <input type="checkbox"/> Community Group | <input type="checkbox"/> Non Profit |
| <input type="checkbox"/> Dance Troupe | <input type="checkbox"/> Commercial/Corporate | <input type="checkbox"/> Float |
| <input type="checkbox"/> Other: _____ | | |



2010 REGIONAL PUERTO RICAN DAY PARADE

RULES AND REGULATIONS

All applicants must comply with the following rules and regulations. Please review carefully with your group.

Requirements

1. Participants must complete an application form; provide particulars of the organizations intended presentation, include a detailed description of the music, uniform/attire and adhere to their indicated presentation.
2. In order to ensure adequate processing time, applications must be submitted no later than August 27, 2010. No changes will be accepted after the orientation meeting or on the day of the Parade. All applications are subject to acceptance by the Parade Committee.
3. A representative from your organization must attend an orientation meeting (to be scheduled at a later date) to present and describe their presentation and/or performance routine, as well as provide (if applicable) a copy of the CD to be used at the Parade.

Presentation/Performance/Attire

4. All presentations must be as culturally relevant as possible, as well as relevant to the Puerto Rican Festival theme. The use of ingenuity and creativity in the design and execution of an entry is encouraged and favored by the judging criteria.
5. Musical selections “must” be traditional and culturally relevant.
6. All participants must be dressed respectably. All participants are expected to wear shirts and shoes. Participants wearing short skirts (i.e., cheerleading skirts) are required to wear shorts underneath.
7. Uniforms that do not match will not be permitted. All uniforms and/or costumes will be reviewed to ensure that participants are not dressed offensively.
8. All participants are encouraged to carry the Puerto Rican flag in a respectable and dignified manner. No modified flags will be allowed in the Parade.
9. Each performing group will have 60 seconds available for their performance.
10. Previous year’s winners (incumbents) will lead their respective categories, they will have 90 seconds.

Location on Route

11. With exception of the above, unit positions in the Parade shall be determined by the Parade Committee based on need for a particular type of unit in a particular position. Early entry does not ensure placement at the front of the parade.
12. Marching/walking groups, musical units, precision drill teams, and baton units, must consist of at least 15, but not more than 100 members, unless approved by the Parade Committee.
13. All participants must check in at 21st and Benjamin Franklin Parkway before 10:00 a.m. Units will check-in with a Parade Marshal at the head of the Parade lineup. All participants who arrive after 10:00 a.m. will lose their pre-assigned position and shall be placed to the rear of the Parade.
14. A Parade information table will be located adjacent to the Start Point. Any individuals requiring assistance prior to the start of the Parade should go to this location.

Removal

15. This is a family event. Participants will not be allowed to make any lewd, indecent, offensive, or inappropriate displays (verbal, graphic or otherwise) anywhere along the Parade route. Such displays or distasteful behavior will result in the immediate removal of the individual or group from the Parade. The PRF Committee and Concilio reserve the right to remove anyone displaying lewd, indecent and unacceptable behavior, without prior notice through the use of police escort.
16. Groups using inappropriate music (i.e., violent, obscene, or otherwise offensive lyrics) will be removed from the Parade at any point along the Parade route.
17. Persons not performing with the unit are not permitted to escort the group down the Parade route without the authorization from the Parade officials.

18. All participants must be properly identified by a banner, flag or insignia that contains the name of their organization or group. The organization's name must be clearly displayed on both sides and rear of the float. Signage must be professionally prepared and large enough so that spectators and TV cameras may easily read. If the judges cannot identify an entry, it cannot award a prize.

Liability

19. All vehicles and drivers must be fully covered by third party liability insurance, and will be required to observe all relevant road traffic and other laws which may apply to a parade on the public highway.
20. Towing units must be fully powered and decorated in the same theme as the float. Points will be deducted for undecorated towing vehicles.
21. The use of any floats, convertible cars, etc., must receive prior approval and must be cleaned, waxed and decorated appropriately.
22. No vehicle is permitted to accompany marching units unless authorized by the Parade committee. Support vehicles will not be allowed in the Parade.
23. Safety railings or devices are mandatory for every participant riding aboard a float, platform, trailer or any other entry vehicle. Riding on top of vehicles without these safety devices is prohibited.

Prohibited

24. Open bed or flat bed trucks without safety railings will not be permitted to participate.
25. Do not use vehicle horns or sirens. They prevent musical groups from being heard.
26. Racing cars and automobile clubs are not being permitted. Antique cars with antique license plates may participate with prior approval.
27. Motorcycles, bicycles, and all terrain vehicles or clubs are not be allowed anywhere along the parade route or reviewing stand.
28. Consumption of alcoholic beverages or illegal drugs in the line-up area or along the parade route is prohibited. Once the parade is underway, smoking and eating is prohibited along the Parade route.
29. Failure to keep the staging area and parade route clean will result in immediate removal from the Parade.
30. Throwing candy or other objects by parade participants is prohibited. Participants that distribute those items must walk along the Parade route and hand items to parade attendees.
31. The Puerto Rican Parade is NOT a platform for political campaigns, social or religious issues or targeted special interest groups. No persons marching in the Parade shall be permitted to carry or display, or cause to be displayed, any sign or other material which identifies him or her as a candidate for any elected or appointed office. Political candidates can parade only when accompanied by a civic organization as participants in an organized cultural presentation. Incumbents may be asked to parade in VIP section. Use of political signs or other political material will disqualify an entry.
32. The use of political and religious propaganda relating to issues that may conflict with the public's moral, political and/or religious beliefs is not allowed. Units sponsored by or depicting a political or controversial issue will not be permitted in the Parade.
33. Any unit whose sole purpose, as determined by the Parade committee, is for advertising only, will not be accepted unless it has been designated as a Parade Sponsor or having met the minimum financial contribution to the Puerto Rican Festival along with full payment of parade entry.
34. No live animals permitted in the Parade, assembly area, or on any of the floats, without prior permission from Parade Committee.
35. Individuals may only participate in one group on each category.

Procedure

36. It is imperative that all entries maintain the pace throughout the entire Parade route. Parade Marshals stationed along the route are responsible for keeping the pace. They communicate by radio; watch them and follow their instructions. Parade officials will resolve any problematic situation. Their decisions will be final.
37. Parade units must precede past 24th Street and the Parkway before stopping and unloading.

1. The committee reserves the right to reduce and/or expand the number of categories and prizes depending on the number of entries received.
2. The Puerto Rican Day Parade Committee reserves the right to remove any participants/groups not complying with any of the rules and regulations of the 2010 Puerto Rican Day Parade. All participants must adhere to the instructions of parade for reasons included but not limited to those integrated herein. Each entry shall be responsible for the conduct of all its participants. Any unit violating these rules will not be allowed in future parades.
3. Anyone participating in this parade by way of entry, hereby agrees and consents to the use of any picture of participant in any or all publications, TV, publicity brochure, internet, etc., that the parade organizers may desire.
4. **The Parade will start at 11:45 a.m. sharp, rain or shine.**

WAIVER OF LIABILITY AND ACKNOWLEDGEMENT OF REGULATIONS

In consideration of the opportunity afforded to our organization to participate in the 2010 Puerto Rican Parade of Philadelphia, we hereby waive any right or cause of action arising as a result of our organization's participation in said parade from which any liability may or could accrue against the Puerto Rican Festival, the Council of Spanish Speaking Orgs., Inc., its staff, or any of the members of its Board of Directors, officers, or Honorary Board, or any individual providing leadership in connection with said Parade.

Without limiting the generality of the foregoing, we agree that this waiver shall include any rights or causes of action resulting from personal injury to members of our organization or property damages sustained in connection with our participation in the parade.

The undersigned certifies that the foregoing application has been read and understood and that any statements made in connection with the application are true and accurate. The undersigned herein certifies that [s]he or they understand and agree to follow all rules and regulations set forth by the Puerto Rican Parade of Philadelphia.

Name of Entry

Authorized signature

Date

Name and title of signer