



Winter 2011

Dear Parade Enthusiast:

The City of Gaithersburg and the Gaithersburg-Washington Grove Volunteer Fire Department are busy making preparations for the 73rd Annual Labor Day Parade, Monday, September 5, 2011 from 1-3 p.m.

You are cordially invited to submit an application to participate in this spectacular event featuring over 100 units, marching bands, floats, clowns, Fire Department apparatus and much more, making this event one of Gaithersburg's best. The estimated attendance at this annual event is over 10,000 people. Deadline for parade registration is Friday, August 5, 2011. Pre-registration enables organization names to be printed in the program as well as being announced at the reviewing stand.

We are excited to continue this year, our one-minute performance spot at the viewing stand for selected units. A predetermined number of participants will be selected by random drawings, performed by the Labor Day Parade Committee on **August 9**. You will be notified by phone if selected.

Upon receipt of your application, we will send you an acceptance package one week prior to the parade. The acceptance package will include a map of the parade route, a lineup number, the parade location, parade participant hang tags for any vehicles driving on the parade route and other general information. You will be notified by phone or e-mail only if there is a problem with your application. When you receive the information, we encourage you to inform others in your unit of the parade logistics. Please contact us if you do not receive the package.

All units are eligible for an award based on appearance (including: color, theme, presentation, enthusiasm and unit cohesiveness). The judge's stand is located at the intersection of East Diamond and Summit Avenues. **Performances along the parade route are prohibited, unless preauthorized.** Units will be penalized for unauthorized performances. If eligible for an award, winners will be contacted and listed on the City's website two weeks after the event.

Mayor and City Council Resolution R-73-05 (sent upon request) sets guidelines for City sponsored events. We ask you to adhere to the Resolution. Interpretation of these guidelines is at the discretion of the City Staff. If you have any questions, do not hesitate to call the Parks, Recreation & Culture Office.

Participation in the Labor Day Parade by groups or organizations other than City of Gaithersburg Officials, departments or committees does not constitute City of Gaithersburg endorsement.

We are looking forward to working with you and your organization to make this year's parade a momentous event for the families of Gaithersburg and surrounding communities. If you have any questions or need additional information, please feel free to contact Dorothy Winder at 301-258-6350 ext. 136, Monday - Friday, between 10 a.m. - 4 p.m.

Sincerely,

Dorothy Winder  
Parade Coordinator

Sincerely,

John Luper, Chief  
Gaithersburg-Washington Grove  
Volunteer Fire Department

City of Gaithersburg • 506 South Frederick Avenue, Gaithersburg, Maryland 20877-2325  
301-258-6350 • FAX 301-948-8364 • TTY 301-519-2828 • parksrec@gaitthersburgmd.gov • www.gaitthersburgmd.gov

MAYOR  
Sidney A. Katz

COUNCIL MEMBERS  
Jud Ashman  
Cathy C. Drzyzgula  
Henry F. Marraffa, Jr.  
Michael A. Sesma  
Ryan Spiegel

CITY MANAGER  
Angel L. Jones



# 73RD ANNUAL LABOR DAY PARADE REGISTRATION



Monday, September 5, 2011 1 p.m. - 3 p.m. (RAIN or SHINE)

Diamond Avenue in Olde Towne

**LATE APPLICATIONS WILL NOT BE PROCESSED - NO EXCEPTIONS**

**DEADLINE: AUG. 5, 2011**

## PRINT OR TYPE

Unit Name: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_ Cell #: \_\_\_\_\_

Day Phone #: \_\_\_\_\_ Evening Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-mail: \_\_\_\_\_ Last year participated: \_\_\_\_\_

### VERY IMPORTANT!

Announcer's Information: Please provide 2 - 3 brief statements about you or your organization, including date organized.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Enter my unit in the random drawing for the one minute performance at the viewing stand.

**ALL registrations are subject to committee approval**

**SELECT (1) CATEGORY THAT APPLIES TO YOUR UNIT BY FILLING IN THE # of MARCHERS/WALKERS**

Categories	# of marchers/ walkers	Categories	# of marchers/ walkers
Marching Band		Antique Car	
Scout Troop		Classic Car	
Pom Poms/Cheerleaders		Car Club (limit 2 vehicles)	
Dance Group		Float	
Mounted Horse		Nonprofit	
Sport		Commercial	
Fire Dept. (limit 2 vehicles)		<b>Other::</b>	
<b>Fire Chief's</b>		_____	
Name: _____			



**Do you know of any other groups that would want to participate? If so, please provide information:**

Organization: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone#: \_\_\_\_\_

1. Brief visual description of your Parade Unit (ex: Balloons, Floats, Antique/Classic Car [make & year], Antique Fire Apparatus, etc.)  
\_\_\_\_\_
2. Please indicate number of VEHICLES, if any (limit 2). \_\_\_\_\_  
**Prohibited Vehicles: (1) 14 wheelers and over (2) mobile billboards**
3. Does your group have musical accompaniment? Yes  No  If yes, check:  Band  CD Player  Other \_\_\_\_\_
4. **PRINT:** If your group is eligible for an award, whom should we contact? Name \_\_\_\_\_  
Phone # \_\_\_\_\_ and/or email address \_\_\_\_\_

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### RETURN BY EMAIL, FAX OR MAIL:

Labor Day Parade, 506 S. Frederick Ave., Gaithersburg, MD 20877

fax: 301-258-6349 • email: [sdevore@gaitersburgmd.gov](mailto:sdevore@gaitersburgmd.gov) • Questions?? Call 301-258-6350

[www.gaitersburgmd.gov/parade](http://www.gaitersburgmd.gov/parade)

# 2011 Parade Participant Agreement

**Return Deadline: August 20, 2011  
via mail or Fax 301-258-6349**

All parade participants must comply with Resolution R-73-05 of the Gaithersburg Mayor and City Council (available upon request) and with the following Parade Rules and Regulations:

- 1. For the safety of our children, please refrain from tossing or placing candy along the parade route that would place child in an unsafe situation.**
- 2. Forward motion will be maintained at all times.**
- 3. Performances along the parade route are prohibited, unless preauthorized.**
- 4. All units MUST be visually interesting (colorful and lively) to the public.**
- 5. Smoking is prohibited during the parade.**
- 6. Prohibited Vehicles: (1) 14 wheelers and over and (2) mobile billboards**

## **UNIT MARSHALS ARE ASSIGNED TO ENFORCE RULES AND ASSIST WITH QUESTIONS**

### Terms of Agreement

Violation of any part of this Agreement shall, at the election of the City, result in the revocation and forfeiture of all rights and privileges, present and/or future, granted by the City to Parade Participant. Furthermore, the City reserves the right to require the withdrawal of any floats, organization or materials, if in the opinion of the City, such floats, organization or materials are deemed inappropriate, not in compliance with Resolution R-73-05 or the Parade Rules and Regulations set forth above. Violation of any part of this Agreement, Resolution R-73-05, and/or the Parade Rules and Regulations will result in revocation of the applicant's approval to participate in City sponsored events.

Participant has read, understands and accepts the terms of this Agreement. If any of the terms, conditions or provisions of this Agreement are deemed unenforceable, the enforceability of the remaining terms, conditions or provisions shall not be affected. This Agreement shall be governed by and construed in accordance with all applicable Federal, State, County and City of Gaithersburg laws. This Agreement shall be effective when executed by both parties hereto.

By signing this Agreement, I, for myself and anyone entitled to act on my behalf, together with the organization I represent (if any), hereby waive and release the City of Gaithersburg and the organizers of the Gaithersburg Labor Day Parade, plus all event partners, sponsors and volunteers, and their representatives, successors and assigns, from all claims and liabilities of any kind arising out of my participation in the Parade, even if that liability may arise out of negligence or carelessness on the part of the persons named in this waiver.

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I certify that I have read or have been given the opportunity to read and fully understand Resolution R-73-05 (sent upon request), any amendments thereto, the Parade Rules and Regulations, this Agreement, and other applicable law or resolution that is in effect as of the date of 2011 Labor Day Parade.

**Print Organization Name** \_\_\_\_\_

**Print Contact Name** \_\_\_\_\_ **Contact Number** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_