

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

Welcome to New York's Fourth Annual Dance Parade! We are as excited as you are to include you in this spectacular event to parade down Broadway and across Saint Marks Place, showcasing so many vibrant forms of dance. We at the Dance Parade would like to extend an invitation for your dance group to join us either on a parade float or by just dancing in the streets. We can arrange a float to be rented for your organization or you can build your own under the requirements on the following pages. This application is necessary for entry in either case. This form is designed to provide the Dance Parade organization with important information about your proposed participation.

The Dance Parade reserves the right to review and accept/deny any float entry request in accordance with the Parades rules and regulations. Notification of acceptance will be provided no later than April 30, 2010. Your marshaling information (including unit #, time of arrival and maps) will be sent to you on or before May 6th. If you have any questions, please contact our Production Director, Shireen Dickson at Shireen@DanceParade.org. We would appreciate an early reply using the enclosed entry form.

THE DEADLINE FOR ENTRY IS APRIL 21st, 2010

SCHEDULE

When: Saturday May 22nd, 2010 1-7pm

- * Floats/Vehicles check in at 10am
- * Dancers should arrive no later than 12:30pm
- * Parade begins at 1pm
- * DanceFest to begin at about 3pm

Where:

Vehicles must be separated from their individual dancers until the parade begins. Integration between individual participants and their vehicles will happen on Broadway.

Floats/Vehicles:

- * Travel North on Sixth Avenue to 28th Street.
- * Turn right (East) on 28th Street for Vehicle Check-in and placement between Sixth and Broadway. If this block is full you will be directed to continue North on Sixth to 30th Street and crossing Broadway to Fifth Avenue. A right on Fifth Avenue will bring you to our second checkin point at 28th Street & Fifth.

Individual Dancers

- * Information Booth will be between 27th and 28th on the West side of Broadway
- * Individual Dancers will fill the blocks on 27th between 5th and 6th Avenues
- * The N & R Trains are on the corner
- * Herald Square (34th, Broadway and Sixth Avenue): Nearby Trains: B, D, F, V, N, R, Q, W & Path Trains to NJ)

Route proceeds down Broadway to Union Square, through Union Square West, continuing South to University Place. The Parade will then turn East on Eight Street, which becomes Saint Marks Place, and leads straight to Tompkins Square Park.

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

Street Dancers will enter the park from the Saint Marks Place and Avenue A (west side) entrance. Floats and vehicles will turn North on Avenue A for Float Breakdown and Dismissal on Avenues A between 10th and 12th streets. After vehicles reach Avenue A, sound must cease so as not to impede with the festival or area residents.

3pm-7pm: After the Parade, DJ's, dance workshops/lessons and dance performances in Tompkins Square Park for post parade DANCE FEST.

I. ENTERING THE PARADE

A. The deadline for entering the Dance Parade is April 21st, 2010. All entry forms must be mailed to the Dance Parade Festival office by 5:00 p.m. by this date. Entry forms may be mailed to (Dance Parade 61 West 104th Street #3B, New York, NY 10025).

The following specifications, safety requirements, rules and regulations have been assembled to aid in the construction of floats and to insure the uniformity of size, appearance, quality, dependability and safety of units in the Dance Parade.

II. FLOAT SPECIFICATIONS

A. Definition (what is a float?):

A float shall consist of a flat bed or tandem trailer with pneumatic tires to be propelled by an approved power unit and decorated with approved materials. Approval of all units lies with Dance Parade Inc.

B. Size specifications (NYC regulated specifications!):

Please note that these specifications are New York City regulated specifications. Do not exceed any maximums – Your float will just be disqualified and the float will not be able to attend the parade.

1) **Length:** 32" maximum.

Dimensions include float, tow unit and tandem units. Single units must not exceed a length that would prohibit the unit from making a right angle/90 degree turn from one street to another with a width of 22 feet. Multiple units must track behind each other to negotiate the same turn.

2) **Width:** 8 feet maximum

3) **Height:** No minimum 13 feet maximum

4) **Float bed ground clearance:** 1 foot minimum 4 feet maximum

C. Framework (Ideas for constructing the float):

Steel, aluminum or wood under chicken wire, netting or plastic sprayed canvas.

Outer finish: foil, paper mache, painted surface, live or artificial flowers, cloth, festooning, fringe, petal paper, grass matting, jewel cloth, wallboard letters, pennant or flag decorations. All of the float is to be completely covered. Materials should be fire resistant as outlined in section VII G.

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

D. Outriggers:

Subject to the width restriction in section II B. Either wheeled or suspended are permissible. Float may be multiple units but each unit is to be an integral part of the whole using the same theme. Wheels should be completely concealed. Overhangs must clear curbs and islands.

E. Animation: (is highly desirable but not mandatory).

F. Lettering (Rules about your float sponsor logos):

Lettering may be made of cut out wallboard or other substantial materials. Paint, foil or floral material may be used to cover the lettering. No oil cloth or other painted bill board type lettering will be permitted. Maximum letter height is up to 16 inches. Width to be in proportion.

1) Sponsor logos (a distinctive company signature or trademark) are not to exceed 26" and must be in proportion to the lettering.

2) Floats will not be commercial in nature. The parade theme must be obvious and the primary characteristic of the float. Sponsorship must be secondary to the theme. Advertising of specific products and services is not allowed. Names of float builders or other such credits are not allowed.

G. Banners Floats NOT representing participating Dance Parade communities or floats entered by the festival itself, may display the sponsor name and logo on both sides of the float or on both sides of the tow unit, not both float and tow unit. Banners and banner carriers are not permitted. Dance Parade community floats and floats entered by Dance Parade Inc.

1) To assist participating community, our production committee may help eligible organizations with underwriting costs.

2) The Dance Parade will permit the addition of a banner and banner carriers to precede their float.

3) Identification on the float will be limited to the community name and will conform to all the size requirements stated above (paragraph F).

4) All banners should have a WHITE background and may not exceed 10' in length or 30" in height, and may not carry the names of more than two sponsors. Lettering should be no larger than 12" with width and logos in proportion. Banners should be on poles inserted through a heading and weighted at the bottom in a similar fashion.

5) Banner carriers (2 not more/not less) are encouraged to wear costumes in keeping with the theme of the float.

6) Banners will not be permitted to advertise another event or cause. If you are including a banner with your float a sketch of the exact contents of the banner must be submitted with the entry for written approval.

G. AUDIO SYSTEMS:

You advise all floats to bring sound-systems and DJs that can make every dancer around the float dance. The dancers needs to be inspired – and that's why god invented the DJ! Following is an overview of the minimum needs of components should you be providing if you choose to bring your own audio system.

A) Speakers:

1. Small speakers with horns for the tweeters and 12" or 15" speakers for the woofers are a good size for floats. Floor monitors (also known as wedges) work well as they are small and full range. This gives flexibility of placement (front, sides or back of vehicle or trailer).

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

2. Car stereo speakers can work although they are not designed to project very far.

B) Amplification:

1. Audio mixer/amplifier: Generally these should be an all-in-one unit combining microphone inputs, CD or tape player inputs, and an amplifier. Speakers are connected directly to the output. This system is simple to manage because you only need to power one item. They often have tone controls which allow you to tune the system.

2. Car Stereo Amplifier: These will work if you only need to play a CD. They are typically not set-up to accept microphones or other components.

Power: 1. 12 volt car or truck system: This requires a voltage converter from 12 V dc to 110 V ac to operate a standard PA

2. Generator: A small portable generator available at rental stores works well for trailers or pickups. Don't use this inside the vehicle. Homelite makes a small unit that is quiet. Reserve yours early as these rent out quickly on the Dance Parade weekend. **ALWAYS ENSURE TO HAVE AT LEAST 25% MORE WATTS THAN YOUR ACTUAL EQUIPMENT WATT REQUIREMENTS.** If you have a 2000W amp, a DJ setup (400W), and lights (300W) – you would need to aim for a 4000 Watt generator. Make sure to get generators that are as quiet as possible.

3. Batteries: Some small rental PA's are battery operated. Street musicians typically use these for amplifying their guitars and voices. They may not have the power or dispersion needed to project sound to both sides of the street. Whatever system you use keep in mind that it needs to be operated safely. Have a plan for covering components if it rains, and place speakers so that your driver or marchers aren't deaf by the end of the parade.

C) DJ Equipment:

1. If you need to set up DJ equipment on your float, make sure that your DJ gives you the details of exactly what he needs. A typical setup is 2 Turntables (Technics 1210), a 4 channel mixer and a double CD-player.

2. These days most DJs play CDs or from Computers so you may want to have a table ready for a laptop and additional equipment that a DJ needs to set up. Make sure that there is enough electricity to supply at least 2-3 extra units by the DJ booth.

3. If the DJ plays vinyl, they will need to hang the DJ setup in rubber bands to avoid skipping. (Ask your DJ for details.)

4. Monitoring: Each DJ needs a monitor, make sure that there is at least one separate speaker for monitoring.

A basic setup would look like this: 4 channel mixer, double CD-player, 4 x 12"speakers, 2 subwoofers, a 4000 Watt Generator, Cables. And can be rented for around 1000\$. The price includes delivery, installation and pickup of the system. We have special prices for float audio-systems – please mail us at shireen@danceparade.org more info.

Important Note:

If you do it yourself - Start testing your system a week ahead of the parade (if you're renting equipment this may be difficult, maybe go to the rental store and test system). Listen to your CDs, voice or instruments so that you know ahead of time how it will sound. Friday night or Saturday morning will be too late to make adjustments if you need other equipment. Ask your DJ or write shireen@danceparade.org for technical help with the DJ-setups.

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

III. INSURANCE (the legal stuff)

Entries that are supplied by professional float builders will not be accepted until the builder files a certificate of insurance with the Dance Parade office with the following limits:
\$100,000/\$300,000 Liability \$10,000/\$50,000 Property Damage.

IV. VARIANCES (for all you special kids out there)

Any variance from the rules must be applied for in writing by the float builder and may not be considered granted until permission is received in writing from Dance Parade Inc. Such variances must be obtained prior to April 21st 2010.

V. JUDGING INFORMATION

There will not be any judging at the Dance Parade.

VI. DRIVER TRAINING

- A. It is mandatory that float builders acquaint their drivers with the operation of the tow unit prior to the start of the parade.
- B. Each float must have their driver present in the marshaling area at all times.
- C. All drivers must have a valid driver's license and be at least 21 years of age.
- D. There will be a mandatory float driver meeting at **11:00 a.m.** at the Southeast corner of 28th Street and Broadway. A driver not attending this meeting may be grounds for having that float denied participation in the parade.

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

VII. SAFETY REQUIREMENTS (please read this)

THE FOLLOWING SAFETY REQUIREMENTS MUST BE FULLY ADHERED TO

A. Handholds or other means of support must be provided for all personnel riding the float regardless of position.

B. Personnel locations on the float must be reinforced to adequately support the additional weight.

C. Connections between tow units and float - and between the float and its outriggers must be approved safety couplings. (ie. solid tie or straight tongue). Safety chains must be used between tow units and the float.

D. No sharp or pointed edges shall be left exposed.

E. At least one 1A-10BC dry chemical or larger fire extinguisher must be placed within the reach of the float driver in the tow unit. A second fire extinguisher must be placed on your float if you are using a gasoline powered generator or battery operated equipment. The second fire extinguisher must be a minimum size of 2A-20BC. Both units must be within its required service dates and fully operational. (Check CO extinguisher for proper clarification).

F. SMOKING ON OR NEAR FLOATS IS PROHIBITED.

G. Float materials and costumes that are near any combustible areas MUST be made of flameproof material or be sprayed with flame proofing fluid. (Flame-proofing solution: 7 oz. borax, 3 oz. powdered boric acid and 2 quarts hot water). Fire officials may ask you to remove highly combustible decorations from your float.

H. All lug nuts on wheels must be checked before leaving the float construction site and marshaling area. You are required to have one spare tire mounted on a wheel for each type of hub used. It is mandatory that access be provided for changing tires without delay and proper jacking equipment is available.

I. Provisions must be made for rapid entry and exit of your driver. Driver space must have adequate **ventilation** and **visibility** for proper control of the float and comfort of the driver. Space must be free of engine heat and fumes.

J. Float decorations must be adequately protected from the power unit engine and tail pipe.

Exhaust must be vented through a leak free, fire proof pipe, extending to a point **outside the drivers enclosure**. It must extend in a direction away from the gasoline fill pipe.

K. Gasoline tanks should be filled immediately prior to the parade. Gasoline containers are not allowed on the float or tow unit.

L. All electric circuits must be properly fused.

M. Gasoline powered generators are to be located in the extreme rear of the float where it can be controlled from the ground by float marshals.

N. Generator and assembly must be separated from the float frame by a heat shield.

O. The entire generator assembly must be completely enclosed by housing for newer models or a screened enclosure that would prohibit the entry of any foreign objects.

P. All gasoline powered generator plants must be in sound mechanical condition having no leaks or other malfunctions causing a fire hazard.

Q. Float inspection by the Dance Parade Production team will take place beginning at 11:30am on parade day. Soon after, the New York City Highway Patrol will make their rounds inspecting vehicles for safety and that drivers are legally licensed. **All drivers must have their driver licenses and be available at 12noon for police inspection.**

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

VIII. FLOAT SUPERVISION (Float Marshals)

Each float entrant shall be responsible for the supervision of their unit before, during and after the parade. Each entrant must provide 2 (no more will be allowed) mature, adult marshals to accompany the float through the parade. One is required to walk to the right of the float at the curbside even with the tow unit to assist in spacing during the parade. One is required to walk to the left of the float at the curbside even with the rear of the float for safety and assistance during the parade. The adults selected should dress in keeping with the theme of the unit or in appropriate uniforms. No jeans or shorts unless it is in keeping with the theme. No children are allowed to walk with the float. Marshals must be at least 18 years of age. Please remember that the parade is likely to be televised and dress/costume is very important. Walkers are not permitted to walk next to the float unless they are costumed and are a part of the overall theme.

IX. TOW UNITS

- A. All floats are to be pulled by a totally covered tow unit, which should be a part of the float theme to lend unity in appearance. The coverings must be firmly affixed to, example: jeep, small car or garden tractor. The material for the outer finish of the towing unit should be the same material used for the float. No loose coverings will be allowed, i.e.: tarp, plastic etc.
- B. It is permissible to build the float over a self-propelled unit as long as the size and all safety requirements are met. (see item VII). Garden tractors should have sufficient power to tow and brakes to stop the unit (in proportion to the size and weight of your float).

XI. GROUP CONDUCT DURING THE PARADE (Rules during the execution of the parade)

- A. Once your unit has crossed the starting point it must maintain a **50 feet** spacing interval between units. The original interval between units will be controlled by the official starter. **Drivers must drive in a straight line at all times, no zigzagging.**
- B. The entire parade route will be monitored by parade marshals who will be equipped with radios should you have problems.
- C. All special movements, acts or demonstrations must be performed while moving forward at a speed necessary to maintain your **50 feet** interval. Interviews with float personnel must be conducted while the unit is moving. Please inform your driver of this rule. Instruct those riding on your float not to get off the unit at any time. **UNITS THAT DO NOT FOLLOW THIS PROCEDURE WILL BE ASKED TO PULL OUT OF THE PARADE!**
- D. Units are reminded that they are a part of the parade until they cross the release point on Avenue A at Tompkins Square Park.
- E. The use of alcohol by float drivers or parade participants is strictly prohibited. Those not complying will be asked to leave the parade.
- F. Once the parade commences, **Float participants will not be allowed to jump on or off the float.** The New York Police Department considers this a serious violation of traffic rules and safety—If this happens there will likely be a warning and if it continues **the NYPD may remove your float from the parade.**
- G. Throwing of any candy, toys, jewelry, tee-shirts or any other objects is prohibited.

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

XII. INDIVIDUAL PARTICIPANT CONDUCT

A. All Participants are encouraged to Dance! To be accepted entry into the parade, participants must fill out an entry form online (www.danceparade.org/dance.php) or on the attached registration form located in the appendix and agree to terms of registration:

Terms of Registration: I understand that upon registration, my organization name and website will appear on the Dance Parade website. I agree that this signifies my intention to participate in the Dance Parade 2010, but does not create any binding relationship or obligations between me and Dance Parade, and I fully indemnify Dance Parade for any liabilities incurred in relation to this listing except in the case of Dance Parade's negligence.

I understand also that, while Dance Parade and New York City will make reasonable efforts to ensure the safety of all Dance Parade participants, Dance Parade's safety relies foremost on the safe behavior of its participants, and by registering I assume responsibility for my safety and will act with caution, courtesy, and prudence, and comply with all relevant laws and regulations throughout Dance Parade. I fully indemnify Dance Parade for any liabilities incurred in the Dance Parade. I understand that commercial vending, firearms, fireworks, rockets and all other explosives are expressly prohibited for Dance Parade participants. I also agree that during Dance Parade my image may be captured without consent and without compensation.

Lastly, I understand that participation in Dance Parade New York is a privilege granted to us by New York City, and which will be granted to us in the future only thanks to Dance Parade participants' exemplary civic behavior. I agree to make my utmost effort to ensure that Dance Parade is both fun and safe, and to not litter during or after Dance Parade in order to minimize cleanup demands.

XIII. AUTOMOBILES

A. Make sure that your car/truck can drive at very low speeds without stalling. And make sure to adhere to the rules outlined under item IX.

B. If you use a car or truck – please do your best to make your automobile fit into your theme! WE DON'T WANT TO SEE AN OLD FORD, GOING DOWN FIFTH AVENUE, WITH THE WINDOWS DOWN.

C. Automobiles used as tow units must also adhere to the rules outlined under item IX. ***It is NOT recommended they be used as tow units.***

D. The use of convertibles will be restricted to those carrying dignitaries and invited guests of the festival. We earnestly solicit your cooperation with these instructions and those of the parade officials and marshals on duty on parade day. In order to further enhance the professional quality and image our parade now enjoys enforcement of these specifications, rules and regulations shall rest with the Dance Parade committee.

Visit us on the Web at www.danceparade.org
Email address: shireen@danceparade.org

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

XIII. DANCE PARADE FLOAT CHECKLIST:

1. Adult Supervision for young personnel
2. Personnel handholds
3. Personnel locations strength
4. Towing connections (including front end)
5. Exposed sharp edges
6. Fire extinguisher
Tow vehicle (1A 10BC)
Gas Powered equipment (2A 20BC)
7. Emergency light (optional)
8. Fireproofed material
9. Wheel nuts
10. Entry and exit
11. Engine heat fumes
12. Ventilation
13. Visibility
14. Electrical power unit
Power unit exhausts to rear
Electric circuits safe
Electric circuits fused
15. Gasoline generator location
- Check for leaks
- Heat shield
- General Enclosure
- General exhaust pipe for the tow unit should Be altered down and away from the driver
16. Gasoline tanks filled
17. Length 32 feet maximum
18. Width 8 feet maximum
19. Height – no minimum – 13 feet maximum
20. Ground clearance bed 1' Min. 4' Max
21. Frame
22. Outriggers
23. Animation (who operates)
24. Lettering height & logos – 16" maximum
25. Cover or weatherproof construction
26. P.A. System (fused)
27. Tested and Working DJ equipment
28. Extra Space and Electric plugs for DJ
29. Commercialization
30. Tires (including a spare)
31. Number of float personnel

DANCE PARADE 2010
"FLOAT / VEHICLE PARTICIPANT ENTRY FORM"
FLOAT INFORMATION SPECIFICATIONS AND RULES
www.danceparade.org production@danceparade.org Tel/Fax: (267) 350-9213

May 22nd 2010 FLOAT / VEHICLE APPLICATION FOR PARADE PARTICIPATION

TODAY'S DATE: _____ NAME OF ORGANIZATION/SPONSOR: _____

FLOAT/VEHICLE COORDINATOR CONTACT: _____

CONTACT'S HOME PHONE AND CELL AND EMAIL: _____

CONTACT MAILING ADDRESS: _____

FLOAT / VEHICLE DRIVER'S NAME: _____ DRIVER'S HOME PHONE, CELL AND EMAIL: _____

DRIVER'S ADDRESS: _____ FLOAT THEME / TYPE OF DANCE: _____

NAME OF FLOAT BUILDER(S): _____ NUMBER OF PERSONS RIDING ON THE
FLOAT/VEHICLE: _____

DESCRIBE FLOAT/VEHICLE ANIMATION AND CONSTRUCTION: _____

WHAT KIND OF MUSIC DOES YOUR FLOAT/VEHICLE HAVE? _____

ENTRY DEADLINE: APRIL 21st, 2010

THIS APPLICATION DOES NOT GUARANTEE ENTRY. NOTIFICATION OF ACCEPTANCE WILL BE PROVIDED NO LATER THAN APRIL 30th, 2010. YOUR MARSHALLING INFORMATION WILL BE MAILED TO YOU ON OR BEFORE MAY 6TH, 2010.

THERE IS A **\$25 FEE** FOR ANY VEHICLE OR FLOAT ENTERING THE PARADE. THIS FEE IS WAIVED FOR ANY GROUP ORDERING FLOATS THROUGH DANCE PARADE INC. YOU WILL BE CONTACTED WITH FURTHER PAYMENT INSTRUCTIONS AFTER APPROVAL.

I have read, understand and agree to comply with the float specifications and rules contained in this entry packet

Signature, Title, Date

FAX THIS SHEET (WITH SIGNATURE) TO: (267) 350-9213
OR MAIL TO: Dance Parade Inc. 61 West 104th St #3B, New York, NY 10025