



PARADE ENTRY APPLICATION

The parade will be held on Memorial Day, Monday, May 29, 2023. The goal of the organizers, sponsors, volunteers, and supporters is to provide the community a safe, enjoyable, and memorable event. We look forward to sharing these activities with you!

Parade Entry Applications are available online at henrico.us/calendar/sandston-parade-2023 and in person at:

C&F Bank
100 E Williamsburg Rd

Sandston Cleaners
32 E Williamsburg Rd

PARADE RULES AND REGULATIONS

- Incomplete applications will **not** be processed.
- The parade will have a maximum of 120 units. Applications are approved in the order in which they are received. Parade organizers reserve the right to refuse any application.
- Decorations, banners/signs, etc. must be limited to the name of the parade unit and/or reflect the theme of "Memorial Day".
- All participants shall abide by state and local laws, parade rules and regulations, as well as the instructions of the Parade Marshalls and Henrico County Police.
- No political campaigning is permitted.
- Parade units with animals shall clean up after them at staging areas and along the parade route.
- Parade units shall **not** dispense any objects, especially candy, along the parade route at any time as it violates the law and parade insurance regulations. Parade units that ignore this regulation will be banned from future participation.
- No alcohol is permitted.
- Instruction packets (including parking, staging, and schedule information, as well as assigned parade numbers) will be mailed to approved parade units before May 19, 2023.

Mail: Henrico Recreation and Parks, Attn: Special Events, PO Box 90775, Henrico, VA 23228

E-mail: REC-EventsTeam@henrico.us

* Submission Deadline: Friday, May 12, 2023 *

Incomplete applications will not be accepted.

SECTION 1: PARADE UNIT CONTACT INFORMATION

Name of Individual, Business, or Organization: _____

Contact Person: _____

E-Mail Address: _____ Mobile Phone: _____

Mailing Address: _____

SECTION 2: PARADE UNIT TYPE (Check off and give the quantity of item/participants for all that apply.)

STAGING AREA A

STAGING AREA B

☐ Automobile #_____

☐ Band #_____

☐ Fire/Rescue Vehicle #_____

☐ Walking #_____

☐ Police/Sheriff Vehicle #_____

☐ Drill/Dance/Demonstration #_____

☐ Motorcycle #_____

☐ Horse/Animal #_____ (Insurance required.)

☐ Towed Float/Trailer #_____

☐ Other #_____ (Please describe below):

☐ Truck/Tractor #_____

SECTION 3: PARADE UNIT DESCRIPTION (Provide details of unit(s), decorations, animals, etc.)

SECTION 4: PARADE UNIT AFFIRMATION

By signing this Parade Entry Application, I acknowledge that I have read, understand, and accept the Parade Rules and Regulations for this event and that all participants in my Parade Unit will abide by state and local laws, parade rules and regulations, as well as the instructions of the Parade Marshalls and Henrico County Police.

Printed Name: _____

Signature: _____ Date: _____