

CITY OF MORENO VALLEY



**4TH
OF
JULY**

**PARADE
& FUNFEST**

PARADE PACKET
2022



951.413.3280
WWW.MOVALPARKS.ORG

May 4, 2022

Dear Friend and Parade Lover:

The City's Parks and Community Services Department is planning an awe-inspiring **4th of July Parade**, filled with fun, excitement, and the spirit of patriotism revolving around the theme, **"Independence Day the MoVal Way"** The parade will begin at **9:30 a.m.**, on **Monday, July 4.**

We are inviting members of the community, businesses, churches, non-profit organizations, athletic groups, school districts, and other organizations to join us as a participant in the parade.

The enclosed parade application lists a variety of categories from which you are welcome to select and participate. The entry form and required accompanying forms (listed below) must be completed and returned to the Conference and Recreation Center by **Monday, June 13. Submit by mail to: Moreno Valley Parks and Community Services Department, Attention: Parade, P.O. Box 88005, Moreno Valley, CA 92552-0805** or submit the forms, by appointment only, to the Moreno Valley Conference and Recreation Center at 14075 Frederick Street.

Documents required at the time of submission:

- Parade entry form (up to two vehicles per form)
- Liability Release forms for each individual participating in each parade entry (regardless of age)
- Proof of DMV registration and automobile insurance for each parade entry vehicle
- Payment of \$33.40 for each parade entry form

The last day of registration is Monday, June 13. No parade entries will be accepted after that date.

The City of Moreno Valley reserves the right to refuse any parade entry which may not be in the best interest of the community. Such determination will be made at the sole discretion of the Parade Coordinators.

We hope you will be able to participate in this year's exciting 4th of July Parade! For more information or to schedule an appointment to submit the completed forms, please contact Community Services Supervisor, Claudia Torres at 951-413-3289, or by e-mail at claudiat@moval.org.

Sincerely,

Jeremy Bubnick

Jeremy Bubnick
Parks & Community Services Director

PARADE ENTRY GUIDELINES/SCHEDULE

PLEASE READ INFORMATION THOROUGHLY

Dear Parade Participant:

This year's parade theme is "***Independence Day the MoVal Way***" We look forward to seeing your entry designed around this official theme. Let's make this year's event a sensational experience of skilled artistry.

TIMES

The check-in process begins at **7:30 a.m. on July 4**. Please **check-in as early as possible**. You should have **completed your check-in by 8:15 a.m.** All entries checked-in after 8:15 a.m. will be placed at the end of the parade line up. All floats and vehicles must be in their assigned staging locations by 8:30 a.m. for inspection by the fire marshal and prejudging.

The parade will commence **promptly at 9:30 a.m.** It should take 1 to 1.5 hours to travel the route, arriving at the de-staging area between 11:00 and 11:30 a.m. at TownGate Center parking lot off Heritage Way (the last entrance to the right).

CHECK-IN PROCEDURES AND ROUTE

Read through carefully to ensure you have an easy check-in process.

The parade will be staged on Calle San Juan de Los Lagos Blvd. (adjacent to the City Hall offices). Participants can approach the staging area via Alessandro Blvd. and Elsworth St. or Cactus Ave. and Veterans Way (please see attached map). These will be the only entrances to the staging area. Please follow the directions below for your parade status:

VIP, Parade Vehicle, and those with Disabled Placard ONLY

Access to the parade will be via Cactus Ave. proceeding north on Veterans Way. Be advised that you will be stopped twice by friendly staff according to the following process: Once at Veterans Way and Goldencrest Dr. to ensure that you are in the correct area, and a second time at the check-in tent on Veterans Way and Calle San Juan de Los Lagos Blvd.

VIP's and Parade Vehicle/Float Entries please note the following:

- **VIP and VIP Parade Vehicles:** VIP's will receive 2 parking passes in the mail for both the parade vehicle and the vehicle you arrive in. Additional participants must park in the general parking area, located off of Elsworth St. and Newhope St.
- **Parade vehicles and floats:** Only the actual vehicle or float traveling the parade route will be allowed to continue to the staging area on Calle San Juan de Los Lagos Blvd. All other participants in the parade will need to park and/or be dropped off in the general parking area, located on Elsworth St. and Newhope St.

Parade Parking/Participant Drop Off ONLY

Access to parade parking and participant drop off will be available heading eastbound (*only*) on Alessandro Blvd. and southbound on Elsworth St. or from any direction on Cactus Ave. and northbound on Elsworth St. (*please see attached map*). From either access you will need to head east on Newhope St. to access the parking lot and drop off area. Parade participants will be permitted to walk from the parking area to Calle San Juan de Los Lagos Blvd. via Veterans Way. A check-in tent will be located at this intersection. (*Signs will be posted directing you to the staging area.*) One representative from each parade entry must check in here, verifying that all the entry participants and equipment are present and that liability forms for all participants have been submitted. At the time you check in, you will be given a number on a large card. That number must be visible on the left side of your entry throughout the parade. Judges and announcers along the parade route use this number to identify each entry.

The parade route will go northbound on Frederick St., from the corner of Alessandro Blvd. and Frederick St., then westbound on TownGate Blvd. to the de-staging area. Staff will assist you with de-staging upon arrival.

Buses and trucks dropping off parade participants or equipment at the staging area should proceed to the de-staging area to park and await the arrival of the parade entries. Smaller vehicles dropping off participants at the staging area should find another area close to the de-staging area to park their cars. The parking lot designated for de-staging needs to be kept clear for large vehicles, marching units, and equestrian entries. A map of the de-staging area is included in this packet.

LIABILITY RELEASE FORMS

A signed liability release form is required for each individual marching or riding in the parade as part of your entry, regardless of age. THIS IS AN EXTREMELY IMPORTANT REQUIREMENT. One blank form is included in this packet. Please copy as many blank forms as needed for all members of your group (IF IN DOUBT, FILL ONE OUT). Additional blank forms are available online at www.MoVal.org/fourth. All completed liability release forms must be submitted to the Parks and Community Services Department on or before **June 13**.

CHILDREN

Parade officials are not responsible for youth in the parade. Please provide adequate supervision. At the de-staging area, ensure everyone from your group is picked up. Parade marshals will not tend to your children. Also, be sure to provide ample water for your youth marching or riding in the parade. Water stations are available along parade route.

EQUESTRIAN ENTRIES

All equestrian entries will check in at Veterans Way and Cactus Ave. The Equestrian staging area is located on Brodiaea Ave., between Frederick St. and Graham St. As the entries begin, your equestrian entry will be merged into the line-up. **Please be sure to provide enough people and “pooper scoopers” to follow behind your entry.** By doing so, you will be courteous to those individuals marching behind your entry. Many equestrian entries in the past have dressed up those individuals as clowns (or something similar) and have made them part of their entry.

FLOATS AND VEHICLES

There is a maximum of **TWO** vehicles per one application form. Organizations with more than two vehicle entries are required to submit additional applications. All parade entries must comply with basic safety and fire regulations. Decorative material on parade floats shall be noncombustible or flame retardant. Motorized parade floats shall be provided with a minimum **2A10BC** rated portable fire extinguisher readily accessible to the operator. **THIS WILL BE STRICTLY ENFORCED - NO ENTRY WILL BE ALLOWED TO PARTICIPATE IN THE PARADE IF THESE FIRE REGULATIONS ARE NOT OBSERVED.**

All vehicles participating in the parade must have valid DMV registration permit and auto insurance. Proof of registration and insurance must be submitted with the parade entry application form. All parade vehicles shall comply with the 5 MPH speed limit while driving the parade route. No race type vehicles shall be permitted to drive the parade route. Race vehicles wishing to participate in the parade may do so by transporting their race vehicles on a flatbed truck. All race vehicles must keep their engines off at all times throughout the course of this event.

PARADE CONDUCT

The use of profane language, disorderly conduct or behavior which incites public disorder will not be permitted. Any parade entry participating in unsafe conduct or conduct posing a danger to spectators or parade participants is subject to being removed from the parade. **There is no distribution of paper goods including flyers, business cards, or advertising materials** of any sort along the parade route or during this event. You may distribute flags, pins or any item that is specific to the July 4th celebration theme.

MARCHING AND PERFORMING ENTRIES

The judges' stand will be located at the Cottonwood Golf Center located just south of Cottonwood Ave., on the west side of Frederick St. If your entry wishes to stop and perform for the judges, **please limit any exhibition to a maximum of 45 seconds** in order to keep the parade moving smoothly. **This will be strictly enforced, and you will be penalized points by the judges if the time limit is exceeded.**

The following categories will be judged before the parade, and the winners will be preceded along the parade route by a banner announcing their awards:

Sweepstakes - Best Overall Entry
Theme Trophy - Best Depiction of Parade Theme
Mayor and Council Trophy - Best Non-Marching Youth Entry
Chamber of Commerce Trophy - Best Commercial Entry Depicting the Theme

The following categories will be judged during the parade:

Most Humorous
Outstanding Vehicle
Outstanding Commercial Entry
Outstanding Non-Commercial Entry
Outstanding Musical Unit (Marching)
Outstanding Musical Unit (Stationary)
Outstanding Musical Unit (Youth and Corps)
Outstanding Marching/Drill Unit (17 Years and Younger)
Outstanding Marching/Drill Unit (18 Years and Above)
Outstanding Equestrian Entry
Outstanding Cultural Entry

FLAG REGULATIONS

The American flag, when carried in a procession with another flag or flags, should be either on the marching right; that is, the flag's own right, or if there is a line of other flags, in front of the center of that line. The American flag should not be displayed on a float in a parade except from a staff. The American flag should not be draped over the hood, top, sides, or back of a vehicle or of a railroad train or a boat. When the American flag is displayed on a motorcar, the staff should be fixed firmly to the chassis or clamped to the right fender. No other flag or pennant should be placed over or above or, if on the same level, to the right of flag of the United States of America.

OTHER INFORMATION

Do not de-stage before reaching the de-staging area at the end of the parade. Keep proper distances and follow instructions provided by marshals and parade officials.

Should your vehicle or float have a mechanical failure, pull off to the side of the road as soon as possible. A marshal will come to assist you.

The Moreno Valley Police Department has overall authority along the route. Marshals and communicators will be assisting and working directly with you.

Winners of the judged marching and performing categories will be awarded/recognized at the next City Council Meeting scheduled after July 4.

Parade DVD's are available. They will be sold at City Hall on/after Monday, July 11.

If you have further questions, contact the Parks and Community Services Department at 951.413.3280 or by email at recreation@moval.org.

REMEMBER: After the parade, the Fun Fest will begin at 2 p.m. at the Civic Center Amphitheater, 14075 Frederick St. This year's entertainment includes multiple live performances, food vendors, informational booths and a Kid's Fun Zone. At 9 p.m. the fireworks display, simulcast by KOLA 99.9, will begin. There will be something for everyone, so please come and celebrate.

PARADE ENTRY REGULATIONS

JULY 4, 2022

The following are the parade regulations for parade entries:

1. **A signed liability release form is required for every individual marching or riding in the parade as part of your entry, regardless of age.**
2. Parade entries are required to submit proof of vehicle registration and auto insurance upon application submission.
3. There is a maximum of TWO vehicle entries per one application form. Organizations with more than one vehicle entry are required to submit additional parade entry applications.
4. There is **no** passing out of flyers, business cards, or advertising materials of any sort along the parade route or during this event.
5. The parade speed limit is 5 MPH. Any entry exceeding this speed limit shall be removed from the parade line up.
6. No race type vehicle will be permitted to drive the parade route. Race vehicles wishing to participate in the parade may do so by transporting their race vehicle on a flatbed truck. All race type vehicles must keep their engines off at all times during the course of the event. All vehicles must have a current DMV vehicle registration permit.
7. The check-in process begins at **7:30 a.m., July 4. Please do not arrive before this time.**
8. All equestrian entries will check in at Veterans Way and Cactus Ave. **Please be sure to provide enough people and “pooper scoopers” to follow behind your entry.**
9. If your entry **checks in after 8:15 a.m.**, you will be placed at the end of the parade line up.
10. All floats and vehicles must be in their assigned staging locations by **8:30 a.m.** for inspection by the fire marshal.
11. All parade entries must comply with fire regulations. These requirements are included in your Parade Entry Packet. **THIS WILL BE STRICTLY ENFORCED - NO ENTRY WILL BE ALLOWED TO PARTICIPATE IN THE PARADE IF THE FIRE REGULATIONS ARE NOT OBSERVED.**
12. All parade entries must comply with the flag regulations or parade entries will be asked to remove any flags from being displayed.
13. Prejudging will begin at the staging area at approximately **8:30 a.m.**
14. The parade will start **promptly at 9:30 a.m.** Entries should begin reaching the de-staging area between **11:00 and 11:30 a.m.**
15. The use of profane language, disorderly conduct or behavior which incites public disorder will not be permitted. Any parade participant exhibiting unsafe conduct or conduct posing a danger to spectators or parade participants is subject to being removed from the parade.
13. Any participant not complying with these regulations will not be permitted to participate in the parade and is subject for removal from the parade.
14. All required forms (***parade application form 1A, parade entry bio form 1B, parade entry regulations form 2, signed vehicle/float conditions form 3, and signed waiver for all participants’ form 4***) must be received by **June 13**

(Applicant Copy)

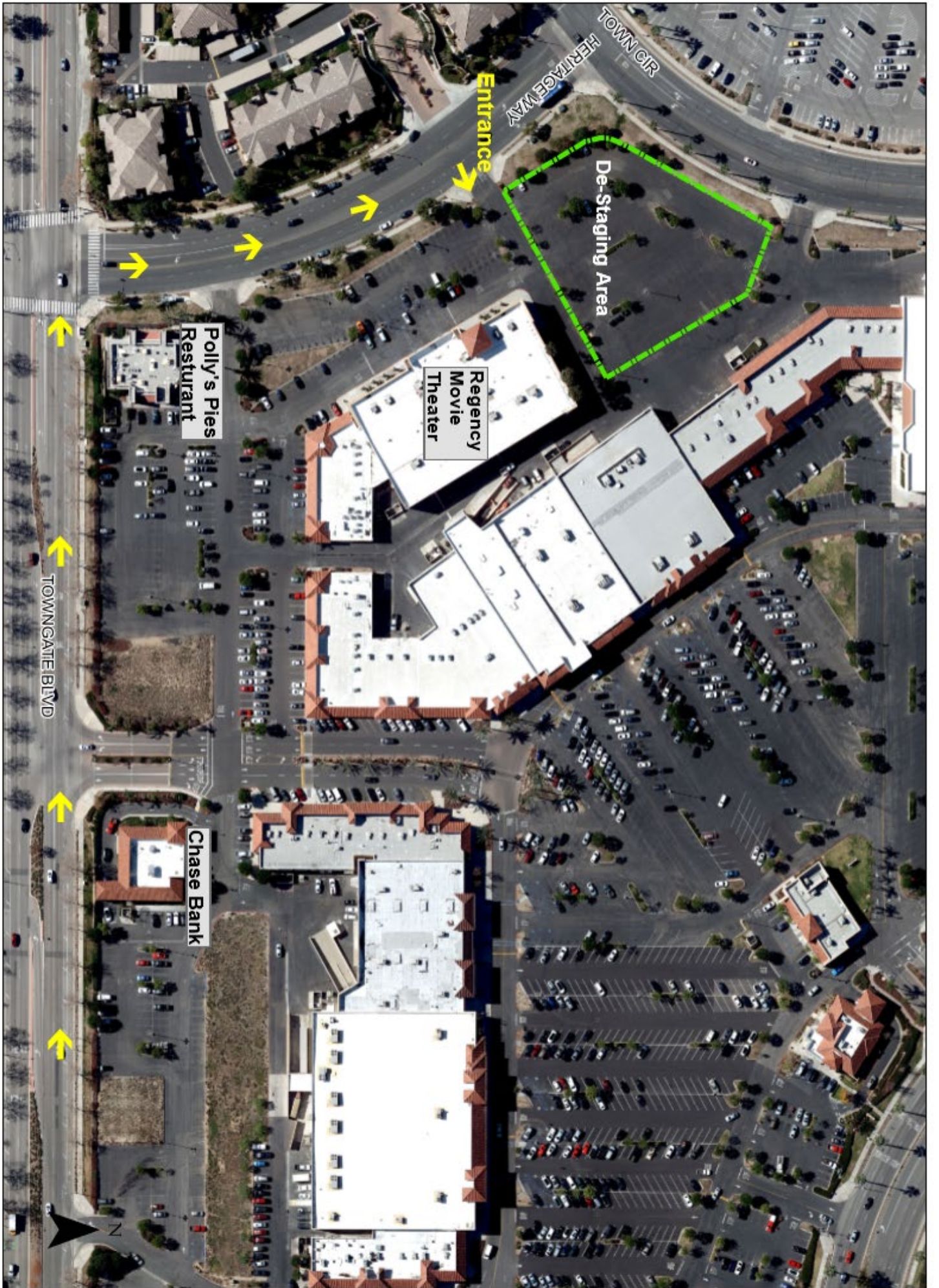
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14. All required forms (*parade application form 1A, parade entry bio form 1B, parade entry regulations form 2, signed vehicle/float conditions form 3, and signed waiver for all participants’ form 4*) must be received by **June 13.**

I have carefully read and understand the Parade Entry Regulations detailed above for the parade on July 4. I am aware that if my organization does not comply with these regulations, my organization will not be permitted to participate as an entry in the parade and is subject to being pulled out of the parade line-up.

Dated: _____ Organization: _____
Signature: _____ Printed Name: _____
Title: _____ Address: _____
Day Telephone: _____ Evening Telephone: _____



TOWN CR

HERITAGE WAY

Entrance

De-Staging Area

Regency
Movie
Theater

Polly's Pies
Restaurant

Chase Bank

TOWNGATE BLVD



PARADE APPLICATION JULY 4, 2022

Please type or print in **ink** and return to the Parade Office, P.O. Box 88005, Moreno Valley, CA 92552-0805. **The Registration fee is \$33.40 per application. Please make checks payable to the City of Moreno Valley. NO ENTRIES ACCEPTED AFTER JUNE 13. TWO vehicles maximum per application.**

Entry or Vehicle #1 Title: _____ Entry or Vehicle #2 Title _____

Organization Name: _____

Contact: _____ Organization Mailing Address: _____

City: _____ State: _____ Zip Code: _____ Day Time Phone # _____

Email: _____ Please check here if you included the Bio for your entry/ies on page 1B.

Please check here if interested in donating the parade entrance fee of \$33.40 for a non-profit organization.

ENTRIES MUST BE CLASSIFIED: Please check **one** category per entry. If no classification is marked, you will be ineligible for judging and **cannot** win a trophy.

Give approximate number of people/vehicles or length of float so that we can estimate the amount of space to allow in the lineup for your parade entry:

Indicate Entry #1 and Entry #2 (if applicable) in the appropriate box below

BANDS		MARCHING/DRILL UNITS		VEHICLES	
	# of people		# of people		APX. LENGTH
___ Civic/Service	_____	___ Civic/Service	_____	___ Auto	_____
___ Commercial	_____	___ Commercial	_____	___ Truck	_____
___ Military	_____	___ Military	_____	___ Recreational	_____
___ Religious	_____	___ Religious	_____	___ Antique	_____
___ Youth	_____	___ Youth	_____	___ Classic	_____
___ High School	_____	___ Clubs	_____	___ Off Road**	_____
___ Community	_____				
EQUESTRIAN BANDS		EQUESTRIAN		FLOATS	
	# of people		# of people		APX. LENGTH
___ Adult	_____	___ Adult	_____	___ Civic/Service	_____
___ Civic/Service	_____	___ Civic/Service	_____	___ Club	_____
___ Club	_____	___ Commercial	_____	___ Individual	_____
		___ Youth	_____	___ Religious	_____
		___ Mounted	_____	___ Individual	_____
		___ Team	_____	___ Commercial	_____
		___ Military	_____	___ Youth	_____
		___ Other	_____	___ Cultural	_____

****Must be transported on a flatbed truck with the engine off.**

**RETURN THIS FORM TO MORENO VALLEY PARKS AND COMMUNITY SERVICES DEPARTMENT
NO LATER THAN JUNE 13.**

PARADE APPLICATION JULY 4, 2022

Provide a brief description of your entry so that the City may accurately reflect your entry when preparing the parade script. Please provide pronunciation of any potentially difficult words. Please provide a minimum of 50 words and a maximum of 100 words. The announcers utilize the description to introduce you along the parade route. **If no description is provided, only the name of the entry can be used (use reverse side if necessary).**

Parade Entry Bio:

ENTRY #1

Parade Entry Bio:

ENTRY #2 (IF APPLICABLE)

**MORENO VALLEY FIRE DEPARTMENT
FIRE PREVENTION BUREAU
PARADE VEHICLE/FLOAT CONDITIONS**

The following are the fire requirements pertaining to parade vehicle/float entries:

1. A parade float is a unit especially designed or constructed for use in conjunction with a parade or public gathering.
Exception: Passenger vehicles not in tow
2. Decorative materials on parade floats shall be of noncombustible material(s) or flame retardant treated. Combustible decorative materials are materials used for decorative effects such as streamers, cloth, cotton batting, paper, plastic, vegetation, hay, straw, vine, leaves, moss, and materials that are readily combustible. A flame propagation performance test may be required.
3. Decorative materials obstructing the view of the float operator/driver shall be prohibited.
4. Motorized parade floats and towing apparatus shall be provided with a minimum 2-A, 10-B: C rated portable extinguisher readily accessible to the operator.
5. Parade vehicles/floats shall be equipped with vehicular passenger restraints to secure all passengers in or on the parade floats.
Exception - Passenger vehicles not in tow are exempt.

Pick Up Trucks – Passengers riding in the bed of a truck shall all have a chair to sit in. Chairs shall be restrained and secured to limit movement using rope, cargo straps, etc. Passengers shall remain seated in the chairs during the parade. *Railing/stake sides may be installed on the truck bed in lieu of restrained seating.*

Floats/Flat Bed Trailers - Passengers riding on floats/flatbed trailers shall all have a chair to sit in. Chairs shall be restrained and secured to limit movement using rope, cargo straps, etc. Passengers shall remain seated in the chairs during the parade. Children shall be supervised by an adult to ensure they remain seated. *Railing/stake sides may be installed on the trailer/float in lieu of restrained seating.*

Although not required, the Moreno Valley Fire Department strongly recommends the use of seatbelt type restraints for all passengers, especially small children.

6. All passengers on the parade floats shall have evacuation access readily accessible in the event of an emergency. An evacuation drill may be required.
7. **Fire Prevention Bureau will conduct an inspection of your parade entry/float prior to the parade. Failure to comply with the above conditions will result in withdrawal from participation in the parade.**
8. **The Fire Prevention Bureau will begin conducting inspections at 8:30 a.m. Units not arriving for check-in by 8:45 a.m. will not be inspected and will be unable to participate.**

If there are any questions concerning these fire-life safety requirements, please contact the Fire Prevention Bureau at (951) 413-3370.

I HAVE CAREFULLY READ AND UNDERSTAND THE FIRE REQUIREMENTS DETAILED ABOVE FOR THE PARADE. I AM AWARE THAT IF MY ORGANIZATION DOES NOT COMPLY WITH THESE PARADE FIRE-LIFE SAFETY REQUIREMENTS, MY ORGANIZATION WILL NOT BE PERMITTED TO PARTICIPATE AS AN ENTRY IN THE PARADE AND IS SUBJECT TO BEING PULLED OUT OF THE PARADE LINEUP. I UNDERSTAND THAT IF THIS HAPPENS, NO REFUNDS WILL BE GIVEN.

Printed Name _____ Title _____
Organization _____
Day Phone _____ Evening Phone _____
Email Address _____
Address _____
Signature _____ Date _____

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FIRE PREVENTION BUREAU**

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(Applicant Copy)

**WAIVER, RELEASE, AND HOLD HARMLESS AGREEMENT
MORENO VALLEY 4th OF JULY PARADE**

The UNDERSIGNED states, as follows:

I acknowledge that the activity of the 4th of July Parade sponsored by the City of Moreno Valley and held on July 4 may contain risk of injury and damage to me personally.

Knowing these facts, I hereby waive, release and discharge all claims for damages for death, personal injury or property damage which may occur as a result of my participation in the activity of the 4th of July Parade or any activity incident thereto. This release discharges in advance the City of Moreno Valley, Community Services District ("CSD"), Housing Authority, any other participating municipality or governmental agency, their officers, agents, servants, and employees, promoters, sponsors, officials and referees (hereinafter referred to collectively as ("CITY")) from liability even though that liability may arise out of the CITY'S active or passive negligence or carelessness. I acknowledge that some recreational activities, including the parade, involve an element of risk or danger of accidents, injury and even death, and knowing those risks, I freely and voluntarily assume the risk of injury and/or death, and I promise not to sue or exercise any legal right to seek damages from CITY. By this Agreement, I also intend to waive, release and discharge all claims for personal injury, death or property damage caused by the condition of any public property or equipment any used in the parade or whereon the parade takes place.

FURTHER, I agree to abide by all applicable laws and regulations as well as the instructions outlined by the Parade Coordinators. In case of inclement weather, the Parade Coordinators will determine at 8:00 a.m., July 4, whether to delay, cancel or reschedule the parade. It is understood that I enter, invest in and/or plan for the parade at my own risk.

FURTHER, I affirm that I have achieved whatever physical conditioning necessary to participate in the activity specified above. I know of no medical or physical restrictions, which may seriously impair my ability to participate in the activity stated above.

FURTHER, I hereby grant to the City of Moreno Valley permission to make and use photographs, videotapes, motion pictures, and other recordings of my participation in this event without obligation to reimburse me in any way in connection therewith.

I do acknowledge that I have read the foregoing "Waiver, Release, and Hold Harmless Agreement" and know and understand the contents thereof.

Note: Each parade participant must have a completed and signed copy of this form on file with the City of Moreno Valley on or before June 13.

Participant's Signature Date

Parent/Legal Guardian's Signature Date
(If participant is under 18 years of age)

Entry Organization Name

Parent, Legal Guardian Name and Phone No.

Return to Parks and Community Services Department no later than June 13.