Libertyville Civic Center Foundation – Libertyville Days Festival

"A Celebration for Everyone"

LIBERTYVILLE DAYS PARADE 2022 INFORMATION

February 2022

Dear Libertyville Business Owners/Organizations:

It is again time to start thinking about summer and Libertyville Days 2022! I would like to invite you to participate in the 2022 Libertyville Days Parade with a float, decorated vehicle, walking group or all three. This year's parade theme is "A Celebration for Everyone". The parade will take place on Saturday, June 18thth at 10:00 a.m. This is a great way to promote your business and/or organization. Fees for this year's parade are:

- For Businesses: $150 per decorated vehicle (maximum of 2), float or marching unit.
- For Non-profit (501 c-3), civic, or charitable groups: $50 per decorated vehicle (maximum of 1), float or marching unit.
- Groups with a float or decorated vehicle may include marchers at no extra fee.

The application fee applies to each decorated vehicle, float, or marching unit. Businesses with multiple decorated vehicles must pay an application fee for each decorated vehicle in the parade. If you are towing an item, it is considered part of the decorated vehicle unless the item is a float. Application fees will be waived for businesses or organizations that sponsor the Festival at the Platinum, Gold or Titanium levels.

If you do not want to place an entry in the parade, please consider sponsoring a parade entertainment unit or marching band. Please refer to the sponsorship information included in this mailing and/or contact me for additional information.

If you would like to participate in this year's parade, please complete and sign the enclosed application and return it to the address below with your check made payable to the Libertyville Civic Center Foundation. All entries should be sent "Attention Parade". Registration will close Monday, June 6th or once 70 entries have been accepted with payment.

A document outlining parade rules is enclosed. Should you have any questions concerning the parade please email me at pineoaks@gmail.com. You may also call the Civic Center for more information. We look forward to seeing you in the parade.

Sincerely,

Rich

Rich Carani, 2022 Parade Chairman

"A Celebration for Everyone"

Return completed application with payment to
Libertyville Civic Center
135 W. Church St. Libertyville, IL
60048 libciviccenter.org
847.918.8880
Fax 847.918.8881

If sponsor, please indicate which level

Platinum	
Gold	
Titanium	

LIBERTYVILLE DAYS PARADE 2022 APPLICATION

ORGANIZATION/BUSINESS NAME:
If political, please designate party. Please indicate if you have a request to march with or next to another group:

_____

CONTACT NAME:

_____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CELL PHONE #: _____OTHER PHONE#_____

FAX: _____ E-MAIL:_____ _____

ENTRY IS: (check one)
_____ FLOAT _____ DECORATED VEHICLE _____MARCHING UNIT

APPROX. LENGTH: ____FEET _____# OF MARCHERS WITH UNIT.

- Business fee is $150 per decorated vehicle, float, or marching unit.
- Non-profit fee is $50 for a decorated vehicle, float, or marching unit.
- Groups with a float or decorated vehicle may include marchers at no extra fee.
- Payment must accompany this application.
- Decorated vehicles are limited to two for a business or one for a non-profit group.
- ALL VEHICLES MUST BE DECORATED,

DESCRIBE ENTRY: _____

_____

_____

WILL YOU HAVE MUSIC? ___ YES ___ NO

DO YOU HAVE ANY SPECIAL NEEDS OR INFORMATION WE SHOULD KNOW ABOUT?

_____

For Questions, contact pineoaks@gmail.com or 847-918-8880

2022 Libertyville Days Parade – Parade Rules and Regulations

Thank you for participating in the 2022 Libertyville Days Parade. The following rules apply to all parade participants, it is very important that we make the parade route safe for all our participants and the thousands of spectators who line the parade route. That said, please have a safe and enjoyable parade! Please note that violations of the rules can result in removal of your group from the parade with no refund. **The parade will start at 10:00am from the Train Station at Lake St. and Brainerd. the parade ends at Highland Middle School on Rockland Road.**

1. **No items may be thrown from the parade units, including but not limited to, candy, toys, or promotional items.** Entrants are permitted to hand out these items by using walkers who follow alongside of the parade unit throughout the parade route. Walkers should go to the recipients and not encourage children or others to enter the street to catch or collect candy, toys, or other items.
2. No brochures, coupons, or campaign materials may be handed out along the parade route. Promotional items may be passed out. We are responsible for keeping the parade route clean and unfortunately many handouts are discarded along the parade route following the parade.
3. Participants on your parade unit should plan to either walk alongside your unit or ride on the unit the entire length of the parade. Climbing on and off moving parade units is not allowed during the parade for safety reasons.
4. All parade units must be in the staging area by **9:15 a.m**. and in position to start the parade at **9:45** am.
5. **Floats will be judged prior to the start of the parade (9am-9:30am). All floats must be in the staging area and completed by 9:00 a.m. to be judged.** All other units will be judged by the parade judges at the reviewing stand. The reviewing stand is located directly in front of Cook Park on Milwaukee Avenue.
6. All entries must **keep moving during the parade while maintaining a safe stopping distance from the unit in front of you.**
7. **ALL VEHICLES/ TRAILERS IN THE PARADE MUST BE DECORATED.** The parade is for the community's enjoyment and each entry should be of interest to the spectators in order to maintain the large turnout we receive each year for the parade.
8. **Vehicles not participating in the parade will have limited to no access to the staging area.** Please plan on carrying what you need into the staging area or place it on your parade unit prior to entering the staging area.
9. Large Marching units should be dropped off at Brainerd and Lake Street. Busses may then exit to Milwaukee Ave south to Highland Middle School on Rockland Road at the end of parade route. An alternate route is Brainerd St. to Rockland Rd. (route to take once parade starts). Smaller vehicles are encouraged to use the public parking garage on Lake Street and walk to their group. If you are dropping children off do so at the parking garage, then walk to the Staging area. **There is no room for vehicles to drop off and turn around in the staging areas.**
10. Your location in the parade will be predetermined, like entries will be separated to provide a staggered viewing. The parade committee cannot accommodate requests for specific locations in the parade, we will try to honor groups wishing to be with other entries. We want to ensure everyone is seen and heard. The parade committee reserves the right to modify the parade line-up at any time. The lineup will be available approximately 48 hours prior to parade by calling the Civic Center 847-918-8880 or logging on to libertyvilledays.org to see the lineup.
11. Entries not in staging at the designated time will be moved to the rear of the parade. We have limited space to move entries once staged. When you register the morning of the parade you will receive a parade route number to display on your unit. You will then be directed or guided to your staging area. Changing order is strictly prohibited your cooperation and compliance is appreciated. **Registration opens at 7:30 am at the train station entrance (Lake and Brainerd).**

Thank you for participating in the 2022 Libertyville Days Parade. We appreciate your attendance and thank you for entertaining our community.

REMEMBER, THESE RULES ARE FOR YOUR SAFETY AND THE SAFETY OF OUR AUDIENCE.