

VIKING FEST PARADE APPLICATION 2023

Viking Fest is a tribute to Poulsbo's Norwegian ancestors and a celebration of Norwegian Constitution Day, May 17. This year's celebration takes place on May 19, 20 and 21st. Events taking place during the three days include: Opening Ceremony, Road Race, Food Booths, Entertainment at the Pavilion, Donut Eating Contest, Authentic Viking Village, and much, much more, including the.....

VIKING FEST PARADE

The parade will be held on Saturday, May 20th, at 2:00p.m. All parade participants must have some form of Norwegian design to their floats and or dress (Marching Bands/Units Drill Teams with Uniforms may carry the Norwegian Flag to stay with the theme). Poulsbo library has research material available to help in the endeavor.

The Viking Fest Corporation has established the guidelines for this year's parade as we strive to upgrade the event, make it safer and of higher entertainment value to the spectators. Please review the attached rules, regulations and policies before you return your entry form. Entries are due no later than April 15, and you will be notified by e-mail by May 1st of your group placement. Entry forms not filled out completely will be returned. As we are receiving more entries each year, total number of entries will be limited, and all late entries will be placed on a priority list. If your entry is received after April 15th, a late fee of \$150.00 will be added. Any entries received after May 1st, requires a \$200.00 fee. As you can see, it pays to get your entry in NOW! This year there will be a limit on commercial vehicles of one per entry. If you wish to have more than one there will be a charge of \$175.00 per vehicle with a limit of 4. (If you are a sponsor this doesn't apply-contact us about being a sponsor) Car club will also have a limit this year of 10 cars per club.

All entries will be reviewed by the Corporation. Criteria priority will be given to themes reflecting our Norwegian heritage, Scandinavian focus on music, dance and costumes, music groups and clowns, and entertainment and audience appeal. The Corporation reserves the right to reject or cancel any entrant at any time should it be determined that the entry detracts from the basic purpose of the parade.

RETURNING GROUPS

We welcome you back to our wonderful City as you are the reason our parade is a success.

NEW ENTRIES

We cordially invite you to participate in a day of jubilant celebration of which the parade is an important part. There is no entry fee as long as your entry is in on TIME. Any questions? Email Parade Director Kathi, kathi4c@aol.com, or visit vikingfest.org

**PRELIMINARY APPLICATION/INVITATION TO PARTICIPATE.
SUBMIT DEADLINE: April 15, 2023**

Name of Entry: _____

Float Theme: _____

Person in Charge of Entry: _____

Address: _____

Phone: Work: _____ Home: _____

Email: _____

**PLEASE CHECK THE TYPE OF UNIT YOU ARE REQUESTING TO ENTER
& the number of participants.**

Marching Band: ___ High School _____ ___ JR. High _____
 ___ Other _____ ___ Commercial _____

Drill Team: ___ High School _____ ___ JR. High _____
 ___ Community (Specialty Drill) _____
 ___ Non-Commercial _____

___ Equestrian Entry _____ ___ Scout Troop _____

___ Royalty _____

NOTE: IF YOUR ORGANIZATION CARRIES LIABILITY INSURANCE (BODILY INJURY AND PROPERTY DAMAGE) WITH A LIMIT OF ONE MILLION DOLLARS - YOU MUST HAVE VIKING FEST CORPORATION AND CITY OF POULSBO ADDED AS ADDITIONAL INSURED - AT NO COST TO EITHER.

HOLD HARMLESS AGREEMENT
Must be signed by the person in charge

I/We assume all risk of bodily injury, property damage, and personal injury that I/We may incur in participating in the Viking Fest, May 20, 2023 parade in Poulsbo, Washington. I/We for myself/ourselves, my child/our children, my/our heirs, executors, and administrators do hereby, forever waive and release any and all claims against and agree to hold harmless; the VIKING FEST Parade, VIKING FEST CORPORATION, the City of Poulsbo, and all their respective officers, employees, agents, representatives, successors, or assigns of any kind from any and all claims which may be made for any cause whatsoever arising as a result of or in connection with the participation of me/our and my/our child/children in the herein mentioned event.

Name: _____

Address: _____

City, State, Zip Code: _____

Phone # _____

BY SIGNING AND DATING THIS AGREEMENT I/WE ACKNOWLEDGE THAT I/WE HAVE READ, FULLY UNDERSTAND, AND AGREE TO ALL OF THE TERMS STATED AND THAT I/WE ARE AUTHORIZED TO DO SO. IT IS FURTHER AGREED THAT THIS HOLD HARMLESS AGREEMENT COVERS ALL PARTICIPANTS IN MY/OUR UNIT, AND THAT INDIVIDUAL AGREEMENTS ARE NOT NECESSARY.

Signature & Title: _____ Date Signed: _____

**PLEASE MAIL or EMAIL PAGE 2 & 3 OF THIS FORM AS SOON AS
POSSIBLE TO THE ADDRESS LISTED:**

**VIKING FEST CORPORATION
P.O. BOX 1125
POULSBO, WA 98370
OR kathi4c@aol.com**

MC ANNOUNCER PAGE

DESCRIPTION - Please describe your entry, as you desire to be announced by the MC, in full using the following guidelines: Explanation of Theme, riders, props, colors, celebrities, royalty, description of costumes or uniforms cultural or ethnic representation, accompanying units, years in existence, as a group or organization, and most importantly - how you enhance the theme of this year's VIKING FEST Parade. This announcement need to be no longer than approx. 45 seconds in time.

If this form is not returned with application, the only announcement from the MC will be the name of your group.

FOR INTERNAL USE ONLY:

PARADE # _____ Judges placement _____ Corporation approval _____

Name of Group _____ Person in charge _____

VIKING FEST PARADE POLICIES

I. GENERAL

A. There are no entry fees to the Viking Fest Parade as long as the application is post marked no later than April 20, 2023. If the entry is post marked after April 20, 2023, then it must be accompanied with a \$150.00 registration fee; after May 1, 2023 requires a \$200.00 registration fee. All checks for this late fee should be made out to Viking Fest Corporation.

Commercial vehicles will be limited to one, with a \$175.00 charge for each vehicle up to 4 (unless you're a sponsor call for sponsor information).

B. All parade units are selected by the Corporation which reserves the right to accept, reject or cancel an entry at any time. (Entries are by invitation only and must be approved by the Corporation.)

C. Applications for each entry must be completed in full in order to be accepted as an authorized entrant. If more than one float/vehicle/marching unit/etc. per organization is to be entered, a separate sheet identifying each additional unit for that organization must accompany application - otherwise only one unit per organization is allowed. This will be strictly enforced the day of the parade.

If candy, flyers, etc. is to be given out it CAN'T be thrown, it must be handed along the sidelines. This is for the safety of spectators.

II. FLOATS

Float Themes should be individual and must in some way relate to the theme of Viking Fest. If the float is towed by a separate vehicle, this vehicle must also be decorated.

III. BANDS

Bands will be judged on the parade route in one of the below categories. Band directors need to ensure that they are ready to perform in front of the judges for no longer than 1 minutes during the parade judging.

1. High School
2. Junior High School
3. Other(specialty)

IV. DRILL TEAMS

Drill Teams will be judged on the parade route in one of the below categories. Team leaders need to ensure that they are ready to perform in front of the judges for no longer than 1 minutes during the parade judging.

1. High School
2. Junior High School
3. Other(specialty)

V. EQUESTRIAN UNITS

All equestrian units must provide their own clean-up crews for the assembly, parade route and dispersal areas.

VI. SPECIALTY UNITS

Entries other than floats, bands, drill teams and equestrian units are designated as specialty entries. They include, but are not limited to, walking groups, clowns, pageant winners, novelty units, Grand Marshal, Honorary Guests, Police and Fire Units.

VII. LATE ENTRIES

All applications for entry in the Viking Fest Parade must be received by the specified deadline. Entry applications received after the deadline will be placed on a waiting list, but consideration will still be based on entertainment value and quality.

VIII. RULES AND REGULATIONS

Rules and regulations are established for each entry division. These will be sent upon acceptance into the parade. Along with directions and parade placement. Disregard of these rules at any time before or during the parade may, at the discretion of the Corporation and parade officials, result in elimination of that entry. Future invites may be jeopardized. Once you have received and reviewed the rules and regulations, a written letter of request to the Corporation must be made for any variations requested. Consideration to your request will be given, but not guaranteed. It is the responsibility of each unit to ensure that they are fully aware of all policies, rules and regulations of the parade. Ignorance is not a justifiable excuse.

VIII. INSURANCE

If your unit carries liability, bodily injury, property damage insurance, the following must be named as additional insured, for the duration of the parade only, at no cost to Viking Fest Corporation:

1. Viking Fest Corporation
2. City of Poulsbo