

January 14, 2010

To Whom It May Concern:

On behalf of the City of Snellville, I would like to extend an invitation for your organization to participate in this year's Snellville Days Parade. The annual parade kicks off the Snellville Days Festival on Saturday, May 1, 2010 at 10 a.m. Various entries including schools, churches, civic organizations and businesses will participate in the parade. There is no entry fee.

Our theme for the 37th Annual Snellville Days Festival is "Community First". We are encouraging all parade participants to use their entries and floats to demonstrate Snellville's sustainability over the past 37 years and into the future. The parade will begin at the Wisteria Village Shopping Center, travel down Wisteria Drive, turn left on North Road, turn left on Oak Road, and conclude at Clower Street.

Floats will be judged at 9 a.m. based on theme, originality, creativity, and overall presentation. Cash prizes will be awarded to First Place (\$600), Second Place (\$400), and Third Place (\$200). Floats that are not present at 9 a.m. will not be eligible. A picture of last year's winning entry is available at www.snellvilledays.com.

A copy of the parade rules is included on the back of this letter. If you need additional information about the Snellville Days Parade or assistance with float ideas, please contact the park office at 770-985-3535 or visit www.snellvilledays.com. With your help, we'll make this year's parade the best ever!

Sincerely,

Robert Smith, CYSA
Program Supervisor

Enclosure

2010 Snellville Days Parade

Theme: "Community First"

General Parade Rules and Guidelines

1. To be part of the 2010 Snellville Days Parade an official application must be submitted to the Snellville Parks & Recreation Department.
2. Individuals/organizations must agree to all Parade rules & guidelines herein. Your acceptance of the rules in the Parade application serves as a waiver of liability and an indemnification agreement between all participants in your contingent and the City of Snellville. It also serves as your agreement to make all participants in your contingent aware of all the rules & guidelines.
3. All entries must be present and in position no later than 9:30 a.m. Any entry arriving after 9:30 a.m. will be placed at the end of the parade.
4. The Parks & Recreation Department staff along with the assistance of the Snellville Days Committee will make the decision on all parade entries.
5. Marching units will not be allowed to stop along the parade route to perform, unless the parade coordinator grants special permission. A written request for performance must accompany this application. Marching cadence: 120 steps per minute.
6. No Parade participant may throw or pass out candy, gum, balloons, flyers, coupons or other objects from the parade route unless the parade coordinator grants special permission. A written request must accompany this application. Any entry with participants throwing or passing out items that have not been approved will be removed from the Parade by the Parade director and/or the Snellville Police Dept.
7. No political campaign literature may be distributed by any Parade participant.
8. In the line-up area, entries with vehicles must have someone present with a key at all times in the event the vehicle must be moved.
9. All vehicles in the parade are required to be in good operating condition. All vehicles must be able to navigate the entire parade route and make all turns required without difficulty.
10. Any additional entries brought to the parade site that are **NOT** listed will **NOT** be permitted in the parade. (This includes vehicles, floats and characters.)
11. If after being accepted you are unable to attend, please notify us immediately at (770) 985-3535.

Float Rules and Guidelines

1. The following rules govern float entries requesting to participate in the 2010 Snellville Days Parade and are in addition to the Official Parade Rules.
2. Float contest entries will be judged based on the following criteria: a) Incorporation of the 2010 Snellville Days Theme; b) Creativity c) Originality; and d) Overall Presentation.
3. Parade floats need to be at the staging area by 9 a.m.
4. Float judging will begin promptly at 9 a.m. in the staging area. The float must be presented for judging as it will appear in the parade. There must be someone with the float entry at all times. If no one is with the float entry at the time of the judging, it will be disqualified and not judged. All participants on the float do not need to be present for judging unless they are vital to the theme of the float. The decision of the judges is final!
5. Floats must be pulled by a separate vehicle (A pickup truck or SUV is not considered a float). A picture of last year's winning float is located at www.snellvilledays.com. A helpful website for building a float is <http://uwf.edu/homecoming/hc2003/buildfloat.html>.
6. All vehicles in the parade are required to be in good operating condition. All vehicles must be able to navigate the entire parade route and make all turns required without difficulty.
7. Floats must be decorated and constructed in a safe manner as well as not present a health or safety hazard to the contestant or the general public.
8. Participants are NOT permitted to jump on and/or off the float during the parade.
9. A sketch or photo of your float entry is required and should be attached to your application.