

2009

PRO FOOTBALL HALL OF FAME
ENSHRINEMENT FESTIVAL



TIMKEN GRAND PARADE

APPLICATION FORMS

APPLICATION INSTRUCTIONS

Thank you for your consideration in submitting an application for participation in the 2009 Pro Football Hall of Fame Enshrinement Festival Timken Grand Parade. The application form begins on Page 3.

Please note that the pages you need to complete are indicated in the table where you identify your type of unit. Also make sure to put your unit name on every page so that separated pages may be identified.

After carefully completing the application for acceptance into the 2009 Pro Football Hall of Fame Enshrinement Festival Timken Grand Parade, please return the following:

- Application form that applies to your type of unit.
- Audio tape and/or video marching performance.
- Photo of your unit (animal, specialty and antique/classic vehicles only).
- Any attachments specific to your unit type.
- For float applications, entry fee of \$600 made payable to the Canton Regional Chamber of Commerce.
- For commercial unit applications, entry fee of \$900 made payable to the Canton Regional Chamber of Commerce.
- If applicable to your unit type - insurance certificate, workers compensation information.
- Float sketch (floats only, colored is preferred).

RETURN COMPLETE APPLICATION:

Karen Kourey
222 Market Avenue North
Canton, Ohio 44702

OR

Email: karenk@cantonchamber.org

Fax: 330-456-0123

If you have questions, please refer to phone numbers below.

Parade Chairman.....	Donald Schneck	330-497-6974
Animal Unit Coordinator.....	Bernie Bresson.....	330-875-2362
Specialty Unit Coordinator	Caryl Dice.....	330-699-4556
Floats Coordinator	Chris Gumpp	330-458-2054
Demarshaling Coordinator	John Fehrenbach	330-454-7454
Antique/Classic Coordinator	Gary Hussar	330-471-2302
Balloon Coordinator	Chris Gumpp	330-458-2054
Bands Coordinator	Joanna James	330-454-3802
Parade Event Manager	Chris Gumpp	330-458-2054

**2009 PRO FOOTBALL HALL OF FAME ENSHRINEMENT FESTIVAL
TIMKEN GRAND PARADE
APPLICATION FORM**

Selection	Unit Type	Application Deadline	Complete the pages listed below.
<input type="checkbox"/>	Marching Band	February 28, 2009	3, 4, 5, 8, 9, 10, 12
<input type="checkbox"/>	Animal Unit	February 28, 2009	3, 4, 5, 12
<input type="checkbox"/>	Specialty Unit	February 28, 2009	3, 4, 5, 12
<input type="checkbox"/>	Floats	April 20, 2009	3, 4, 5, 7, 8, 12
<input type="checkbox"/>	Helium Balloons	April 20, 2009	3, 4, 5, 10, 11, 12
<input type="checkbox"/>	Antique/Classic Vehicles	June 16, 2009	3, 4, 5, 6, 12

(PLEASE PRINT)

UNIT NAME: _____
Please print your unit name on every page so separated pages may be identified.

CONTACT NAME: _____
Name of person responsible for this unit.

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE : (_____) _____ CELL : (_____) _____

FAX: (_____) _____

E-MAIL: _____
Please provide e-mail of contact person who is responsible for receiving important updates.

WEB SITE : _____

PUBLICITY/TELEVISION INFORMATION

All units must complete this page for scripting purposes.

While the Timken Grand Parade is nationally televised, time and sponsorship commitments do not allow for all units to be featured on the broadcast. However, we can assure you that all units will be warmly received by nearly 200,000 spectators along the route who will recognize the hard work and dedication behind each participating unit.

Submission of an application does **not** guarantee acceptance for participation, and participation does **not** guarantee television exposure. However, in order to be prepared for all possibilities, scripting will be prepared for each unit. Therefore, it is essential that you provide the information requested on this form.

NOTE: Additional scripting information for ANTIQUE/ CLASSIC VEHICLES is on Page 6
BANDS is on Page 9, FLOATS is on Page 8; HELIUM BALLOONS is on page 11

Does your unit have any special features, unusual history, etc?

What other parades has this unit participated in?

Number of years in the Pro Football Hall of Fame Enshrinement Festival Timken Grand Parade:

Please indicate how you would like your unit's name to appear exactly on the television broadcast:

STAGING & DEMARSHALING INFORMATION

In order for the Pro Football Hall of Fame Enshrinement Festival Timken Grand Parade to be a total success, it is important that the staging (beginning) and demarshaling (ending) logistics be coordinated in advance. All participants must be dropped off in the staging area, and then all vehicles must immediately proceed to the demarshaling area to await the participants' arrival at the end of the parade. In order for the committee to properly plan these two critical areas, please complete the information requested below. ***Please return this form with your application. If your unit is accepted, complete instructions, maps and passes will be sent to you at a later date.***

Unit Name: _____

Please provide Unit Name so that separated pages may be identified.

Total number you will be transporting:

_____ People _____ Animals

Number of auxiliary vehicles you will have (not including the parade unit):

_____ Cars

_____ Flatbed Trucks

_____ Buses

_____ Box/Utility Truck

_____ Vans (full size or cargo)

_____ Horse Trailers

_____ Vans (mini)

_____ Utility Trailers

_____ Pickup Trucks

_____ Vehicle Hauling Trailers

_____ Semi-Truck/Trailers

_____ Other - Please Specify: _____

Do you have special handling needs? Yes No

If yes, please explain: _____

Do you have special height or width requirements? Yes No

If yes, please explain: _____

ANTIQUÉ & CLASSIC VEHICLE INFORMATION

If you are submitting application to drive your antique or classic vehicle in the Timken Grand Parade, the following information is critical for scripting purposes. If you are applying for more than one vehicle, **PLEASE USE A SEPARATE PAGE FOR EACH VEHICLE.**

Please provide the year, make and model of this vehicle.

How many years have you owned this vehicle?

What awards or honors have this vehicle won?

NOTE: Attach photo of vehicle in this area.

PHOTO

FLOAT INFORMATION

A float entry fee of \$600 must be submitted with this application and is non refundable. It is the responsibility of the **float sponsor** to ensure that the float sketch is submitted on time; this may require dialog with the float builder. As soon as the sketch is received at the Enshrinement Festival Office, it will be dated, and reviewed by the Enshrinement Festival Director. The float sponsor will then be notified if the sketch is accepted as submitted. If there are duplications or significant similarities, the dates the competing sketches were received will be the deciding factor on a first-come basis. Therefore, it is important to submit your sketch, along with the entry fee, as early as possible. (In case of duplications, the Enshrinement Festival Director will contact the sponsor and attempt to work out an alternate option.)

Float Theme: _____
Sponsor's Name: _____
Sponsor's Phone: (_____) _____ Sponsor's E-Mail: _____
Number of years as a float sponsor in the
Pro Football Hall of Fame Enshrinement Festival Timken Grand Parade: _____

The following information should be completed by the float builder and submitted with the rest of the application.

Builder's Name: _____
Builder's Phone: (_____) _____ Builder's E-Mail: _____
Where float was constructed: _____

FLOAT SPECIFICATIONS

Height: _____ Length: _____ Width: _____
Colors: _____
Flowers and/or other natural coverings: _____
Type & Quality, Live or Artificial

Animation Type: Power Manual Operation (concealed) None

Will float include sound? Yes No

Number of Riders: _____ **(Please refer to float manual for restrictions)**

Number of Out-Riders (Walkers): _____ **(Please refer to float manual for restrictions)**

Celebrities on Float: _____

Additional Float Scripting Information

Please provide no more than two (2) SHORT sentences about your company including a short explanation of your float design and concept. Our writers will use this information to write your script for the nationally televised broadcast.

MARCHING BAND INFORMATION

All bands must provide the following information.

Band Name: _____

Band Director Name: _____

Band nickname: _____

Date school is out for the summer: _____

Contact after school is out for the summer:

Name: _____ Telephone: (_____) _____

Cell: (_____) _____ E-mail: _____

Address: _____

Transportation Coordinator or Lead Bus Driver: _____

Cell Phone Number: (_____) _____

Performing Style: _____

(Military, Swing, etc.)

What is the customary march cadence speed (bpm) the band uses? _____

Does the band normally perform dance steps or other non-standard steps during its parade march? If so, describe them: _____

Number of ranks (from banner to final element)? _____

MARCHING BAND INFORMATION - Continued

Please provide the number of participants in each category.

NUMBER OF BAND INSTRUMENTALISTS	NUMBER BAND FRONTS
Male _____ Female _____ Total # of Instrumentalists: _____ Total number of non-band, adult supervisors marching with the band: _____	Majorettes _____ Flag Corps _____ Color Guards _____ Special _____ Cheerleaders _____ Will your cheerleaders march in front or behind the band? <input type="checkbox"/> Front <input type="checkbox"/> Behind <input type="checkbox"/> Not marching

Request for Video - Although not mandatory, the Enshrinement Festival requests a video and/or an audio tape of your band in a marching performance. This is particularly recommended for first-time Timken Grand Parade applicants.

“Battle of the Bands” Competition

Bands that wish to participate in the Battle of the Bands Competition must complete the following information. Prizes will be awarded to the top three (3) bands:

The winning band of the 2009 “Battle of the Bands” will be the first high school band in the 2010 Parade line-up and receive a gift certificate from our sponsor.

_____ Wish to participate _____ Do not wish to participate

What song will you play? _____

Band Director Signature: _____ Date: _____

Additional Band Scripting Information

Describe the band uniform that will be worn during the Timken Grand Parade (include style, colors, trim, and other features): _____

What awards and recognition have you achieved during the last five years: _____

Famous Graduates (Include well-known celebrities, sports figures, etc.): _____

MARCHING BAND INFORMATION - Continued

Breaking Cadence - At times, given the pace of the Timken Grand Parade, it is possible that your band will be requested to “break cadence” in order to speed up, slow down or stop. Acceptance of an invitation to march in the Timken Grand Parade signifies acknowledgement that your band will follow the guidance of the parade marshals and escorts in that regard. Failure to adhere to this requirement could result in removal from the parade.

Dress Uniforms - Because the Timken Grand Parade is nationally televised, each band selected to participate in the 2009 Timken Grand Parade is required to wear their official dress uniform. Should an official heat advisory be in effect, the Parade Committee will notify band directors within 24 hours of the parade that the policy is relaxed.

Television Coverage - While television coverage cannot be guaranteed, we are certain that your band members will receive a rousing welcome from the nearly 200,000 spectators lining the 2.2 mile route.

HELIUM BALLOON INFORMATION

Unit Name (Sponsor Name): _____
Please provide Unit Name so that separated pages may be identified.

Helium Balloon Selected: _____

Number of Handlers: _____

Note: The number of balloon handlers should include two (2) banner carriers. You may bring up to ten (10) additional volunteers to serve as alternates, water carriers and for costume enhancement.

Please note that in the very unlikely instance that your balloon would sustain major damage prior to or at the time of inflation, Enshrinement Festival and the balloon supplier will provide a pre-selected substitute of equal size and quality.

HELIUM BALLOON CREATIVE COSTUME AWARD

The Enshrinement Festival instituted a "Creative Costume Award" to acknowledge and reward sponsors who enhance their balloon by dressing handlers in costumes. The Enshrinement Festival selects judges who are impartial and to the best of the Enshrinement Festival's knowledge have no direct connection with sponsor or participants. The actual award is presented at the "Float and Helium Balloon Awards Reception" held each September.

Judging Criteria: creativity, energy level, entertainment value and overall appearance.

Award Benefits:

- Photo plaque acknowledging the award
- \$500 discount on the 2010 helium balloon rental
- Winner will have first (sponsored) balloon position in 2010
- Sponsor name and photo of helium balloon posted on the Enshrinement Festival Web site.

Will you be participating in the Creative Costume Award this year?

Yes No

Additional Helium Balloon Script Information

Please provide no more than two (2) SHORT sentences about your company including a short explanation of your costume if you feel it is necessary. Our writers will use this information to write your script for the nationally televised broadcast.

LIABILITY RELEASE

The applicant, acting as the responsible party for the applicant(s), understands that the Canton Regional Chamber of Commerce, Pro Football Hall of Fame Enshrinement Festival, Pro Football Hall of Fame Museum, City of Canton, sponsors, volunteers, employees, officers, trustees, agents and/or members will not be responsible for any injuries, accidents, or damage resulting from the applicants' participation in the Timken Grand Parade. Applicant further releases the previously stated from any and all liability. The Timken Grand Parade Committee reserves the right to reject any application.

Signature: _____

Title: _____

Date: _____

CONCURRENCE

We agree to abide by the usual and customary rules and guidelines associated with the Pro Football Hall of Fame Enshrinement Festival Timken Grand Parade, including, but not limited to the following:

- Commercial and/or any other form of advertising is prohibited without prior approval of the Enshrinement Festival Committee and prior payment of an advertiser's fee of \$900. Any violation of this rule will result in the unit being removed from the parade line-up.
- All units must adhere to the Festival's "Policy On Politics" which states, "all political signs, brochures or any other political materials at any Hall of Fame Enshrinement Festival events are prohibited." This means that political messages cannot be transmitted via signs, handouts, clothing, or any other means.
- We grant full permission to the Pro Football Hall of Fame Enshrinement Festival, and/or agents authorized by them, to use any photograph, video tapes, motion pictures, or other recode of the event for any reasonable purpose.

Signature: _____

Title: _____

Date: _____