TENNESSEE STATE UNIVERSITY

HOMECOMING PARADE APPLICATION

SATURDAY, OCTOBER 14, 2017

For more information contact
Steven McCrary at
615.963.7440 or smccrary01@tnstate.edu
Application Is Due Thursday, September 26, 2017 At 4:30PM

Only 135 applications will be accepted, a Late fee of $75.00 is applied if application is submitted after the deadline.

The following rules and guidelines are to be met by all entrants in the Tennessee State University 2017 Homecoming Parade scheduled for: Saturday, October 14, 2017. Any violation of these guidelines will result in forfeiture of participation in the parade. Entry fees will NOT be refunded for any reason, including inclement weather. Please retain these instructions and bring them to your assigned mandatory parade meeting at 7pm on Monday, September 30, 2017 in the Floyd-Payne Campus Center room 210 (the Forum). For more information contact Steven McCrary at 615.963.7440 or smccrarry01@tnstate.edu

How To Enter The Parade

Step 1: Completely fill out the application form. Incomplete application will not be reviewed. Only one applications (1) car or one(1) float per organization will be allowed to participate in the parade.

Step 2: On a separate sheet of paper (8 1/2 by 11) draw your entry design and email it to gwinrow@tnstate.edu. All entries MUST be theme related.

2017 Theme
Tennessee State University
“The Road to Greatness, Begins with Excellence”

Step 3: Homecoming Committee’s approval on entry design. Please allow up to 14 business days after submission. Note: All applications must include an entry design to be considered for the Tennessee State University 2017 Homecoming Parade.

Step 4: Fees will be due no later than September 29, 2017. Payments are accepted via check, money order, or on-line payment. You can also pay with cash directly to the Tennessee State University Bursars Office located on campus in the Ned Ray McWherter Administration Building. Make certain to keep all receipts on file.
Parade Rules & Guidelines

1. **Traditional Float Entries**: All participants must provide their own pulling mechanism and transportation (if applicable). The pulling mechanism must consist of a maximum of one motorized vehicle. A maximum of 30 people may be present on or around the float entry.

2. **Walking and Non-Motorized Entries**: May consist of a maximum of 60 people on foot, person-powered, or vehicles (example: bicycles, big wheels, **NO** animals).

3. All Car and Float entries must be 75% decorated and must include the Homecoming theme. Failure to adhere to these rules or any other rules listed on the day of the event, will result in elimination from the parade without a refund. Additionally, you will forfeit one year of parade participation under any business or entity name.

4. NO alcoholic beverages or illegal substances will be allowed on or near the entries prior to or during the parade. If alcoholic beverages and/or illegal substances or their containers are found, or the person operating any type of vehicle (example: motorized, bicycles, etc.) is suspected of having consumed alcohol, the entry will be pulled from the parade. Police assistance will be used if necessary.

5. Entries may not display advertisement for alcohol or tobacco (examples: banners, logos, etc.) on their float.

6. All entries including children ages 12 and under will be required to have a ratio of one adult to every ten children.

7. Proceed to your assigned location in the parade staging area no later than 7:45 A.M. so that line-up can be positioned properly. The parade will begin at exactly 9:00 a.m. and the flow of entries will proceed according to the parade route and staging area maps.
8. DO NOT bring non-permitted vehicles into the staging area. Additional vehicles will delay the start of the parade and will be towed at the owner’s expense.

9. At the end of the parade route, please be considerate of those following you and clear the area quickly. Explicitly follow the direction of parade personnel.

10. All floats competing in the float competition will be judged by a panel of judges consisting of students, faculty, staff and community leaders. One float will be awarded “Best of Show” for fulfilling the requirements of TSU Spirit.

11. This year the committee has implemented a process which allows the performing entry to showcase their talents. There will be Parade Assistants along the parade route that will signal you to perform. You will have a maximum of 90 seconds to perform. After your 90 seconds The Parade Assistant will inform you that your time is up. The parade will move at a constant flow and will only stop in the event that the preceding entry stops. If any entry cannot proceed at any point during the parade, (i.e. mechanical breakdown, etc.) please exit the parade route at the nearest possible exit or move to the side of the parade route and immediately inform the next entry to continue around you.

12. Parade entries check-in will take place at:
14th Avenue North and Jefferson Street in the Matthew Walker Comprehensive Health Center parking lot 7:00am – 7:45am SATURDAY, OCTOBER 14, 2017.

13. All entries MUST check-in NO LATER THAN 30-minutes PRIOR to the start of the TSU Homecoming Parade. Failure to do so may result in denying entry into the parade event.

13. The Homecoming Committee reserves the right to deny entry into the TSU Homecoming Parade to any parade entry that may pose a health/safety risk and/or deemed in offensive to the participants and the spectators of the Homecoming Parade.
14. Any behavior problems or disorderly conduct by parade participants along the parade route will result in elimination of parade entry.

Failure to adhere to these rules, or any other rules listed on the day of the event, will result in elimination from the parade without a refund. Additionally, you will forfeit one year of parade participation under any business or entity name.

For more information visit www.tnstate.edu/alumni/homecoming

PLEASE DO NOT SEND AN APPLICATION FEE UNTIL YOU HAVE BEEN APPROVED. You will receive further instruction once your entry has been approved.

Email: parade@tnstate.edu
Tennessee State University
2017 Homecoming Parade Application
Saturday, October 14, 2017

“The Road to Greatness, Begins with Excellence”

Entry Category and Fees

<table>
<thead>
<tr>
<th>Category</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A) Business</td>
<td>$150.00</td>
</tr>
<tr>
<td>(B) Community/Churches and Others</td>
<td>$100.00</td>
</tr>
<tr>
<td>(B) TSU Departments</td>
<td>$25.00</td>
</tr>
<tr>
<td>(C) TSU Student Organizations</td>
<td>$15.00</td>
</tr>
<tr>
<td>(D) Standard Late Fee</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

Organization Name(s): _______________________________________________________________

Type of Organization (Business, Community, TSU Department/Student Organizations):

_____________________________________________________________________________________

Contact Person: ________________________________________________________________

Email Address: ________________________________________________________________

Street Address: ________________________________________________________________

City/State/Zip Code: ______________________________________________________________

Telephone: Work: ____________________________ Home/Cell: ___________________________

Competing in Float Competition:    Yes    No

Mandatory Meeting Time:    7PM

Write a 2 sentence description of your entry and organization.

_____________________________________________________________________________________

_____________________________________________________________________________________

Give a brief description of your entry: ________________________________________________

_____________________________________________________________________________________

Submitting a Parade Application does not guarantee entry in the Parade. Applicants will be notified via email and/or phone.
I have read and fully understand the parade rules and guidelines, and agree to abide by them. I understand that any violations of the attached rules will result in possible removal from the parade and forfeiture of my entry fee.

Signature: ______________________________________________________________________________

Date: _________________________________________________________________________________

Amount Paid: __________________________________________________________________________

Only the first 135 applications will be accepted. Late fee MUST accompany all applications submitted after 5 p.m., Thursday, September 26th, 2017. Mail to:
Tennessee State University 3500 John A. Merritt Blvd.
P.O. Box. Nashville, TN 37209
or deliver to TSU main campus Office located in the Floyd Payne Campus Center room which is on the 3rd floor. ______________________________________________________________________________

Office Use Only:

Paid: Yes  No  Amount $ __________________________

Line up on: __________________________________________

Date Received: _______________________________________

Staff Receiving: ______________________________________