Completed parade entry forms and entry fees must be received no later than October 7, 2016. All parade entry forms received by mail must be postmarked by October 7, 2016.

Contact: LaToya Shannon
Parlin Center
640 Dr. Mary McLeod Bethune Boulevard
Daytona Beach, Florida 32114
Phone number: (386) 481-2942
Fax number: (386) 481-2302
Email: shannonl@cookman.edu
Frequently Asked Questions:

1. **Who may participate?** University and Community organizations (i.e. schools, clubs, churches, businesses) that promote a positive image may participate in the Homecoming Parade. Each organization is required to complete an entry form and pay related entry fees by the published deadline date.

2. **Where do I obtain a parade entry form?** A parade entry form is available on the University’s website: [www.bethune.cookman.edu](http://www.bethune.cookman.edu), by contacting Ms. LaToya Shannon at (386) 481-2942 or via e-mail shannonl@cookman.edu. Entry forms can also be obtained from the Faith Hall # 7 or the Parlin Center.

3. **What is the deadline for the entry form?** The entry form deadline is October 7, 2016 at 5:00pm. All parade entry forms received by mail must be postmarked by October 7, 2016.

4. **What are the required parade entry fees?**
   - **Float- $50.** All Float entries must be sturdily constructed, a color scheme of your choice, creative design, fully decorated, at least 10 feet in length. Vehicles used to pull the float are not considered a part of the 10 feet length requirement. Persons riding on or accompanying the float MUST be placed in safe positions.
   - **Car- $40.** All car entries MUST be decorated. Cars must have signage that identifies the group. Signs should be on both sides of the vehicle. The University does not supply cars and signage.
   - **Walking Units- $30.** All walking units must be organized and uniformed. Costumes should be creative, tasteful, unique and appealing.

   **Application fees are non-refundable**

5. **Who is exempt from paying entry fees?** Marching bands, ROTC units, Elected Officials and B-CU related organizations.

6. **Are prizes awarded?** Prizes are awarded to only float and walking units. These units are judged according to the set criteria.

7. **Are banners allowed?** Banners are allowed in the parade by float, car and walking units.

8. **Where should participants report for parade formation?** All parade participants are required to report to the staging area sharply at 7:00am on October 29, 2016 behind the Daytona Mall. (100 North Nova Road, Daytona Beach, Florida 32114). The parade will begin promptly at 9:00am. Any units arriving after 8:00am will be placed at the end of the parade. Any units that arrive after 8:30am will not be permitted to participate in the parade.

9. **What is the parade route?** The parade will proceed from the rear of the Daytona Mall, 100 North Nova Road: Travel east on Dr. Mary McLeod Bethune Boulevard, turn right on to Walnut Street, turn right on Oak street and travel west across Martin Luther King Boulevard to enter the Bethune –Cookman University entrance way, south of Bronson Hall.
Entry Form
Bethune-Cookman University Homecoming Parade
Saturday, October 29, 2016
Deadline for Submission: October 7, 2016

Return with payment to: LaToya Shannon

PLEASE PRINT: Type of Unit: (circle please) CAR FLOAT WALKING UNIT

Name of Organization & Contact Person:
_________________________________________________________________________
_________________________________________________________________________

Mailing Address: ___________________________________________________________

Contact number: ___________________________________ E-mail Address: ___________

Alternate contact person and number: _________________________________________

If your unit wins a prize, to whom should the check be made payable to? (Please Print)
________________________________________________________________________

Rules and Regulations pertaining to the Bethune-Cookman University Homecoming Parade
1. To ensure a safe and orderly parade, ALL PARTICIPANTS MUST OBEY THE RULES AND COOPERATE WITH PARADE OFFICIALS. Entries failing to comply will be removed from the parade.
2. All units should arrive by 7:00 am on the morning of the parade at the rear (west side) of the Daytona Mall to receive information regarding position in the parade.
3. Drivers are required to have a VALID driver’s license; vehicles MUST be insured. (Car units, please attach a copy of the driver’s license of the driver and proof of insurance).
4. No music or signage containing obscene or vulgar lyrics or words will be permitted in the parade.
5. All signage on vehicles and floats must be professionally printed and securely attached to each side of the vehicle/float.
6. Only floats and walking units will be considered for the parade competition. Only one entry per organization will be eligible for competition.
7. Floats will be judged on originality, arrangement, color scheme, materials and adherence to the Homecoming parade theme. Winners will be selected for the grand prize and runner-up ONLY.
8. All entries and fees must be received by October 7, 2016. **No refunds will be issued.**
9. Units are prohibited from performing stationary routines throughout the parade route.
10. **Due to spectator’s safety, we ask that you do not throw candy or other items from the floats or vehicles.**

I have read the rules and regulations for the Bethune-Cookman University Homecoming Parade 2016 as set forth in this agreement and agree to cooperate fully with the parade officials. I understand that if I do not comply with the said Rules and Regulations, I will not be allowed to participate. I further understand that if I am not allowed to participate because of non-compliance with said Rules and Regulations, I am not entitled to a refund of my parade entry fees.

Print Name: ____________________________
Signature: ______________________________ Date: __________________

Date Received: _____________
Activity or Event: 2016 Bethune –Cookman University Homecoming Parade

Date of Event: Saturday, October 29, 2016

ASSUMPTION OF RISK:

I HEREBY ASSUME all of the risks of participating in the 2016 Bethune-Cookman University (B-CU) Homecoming Parade including by way of example and not limitation, any risks that may arise from negligence or carelessness on the part of the persons or entities being released, from dangerous or defective equipment or property owned, maintained, or controlled by them, or because of their possible liability without fault.

FITNESS TO PARTICIPATE:

I CERTIFY that I am physically fit, have sufficiently prepared or trained for participation in the 2016 B-CU Homecoming Parade and I have not been advised by a qualified medical professional not to participate in this event. I certify that there are no health-related reasons or problems which preclude my voluntary participation in the 2016 B-CU Homecoming Parade.

I ACKNOWLEDGE that this Accident Waiver and Release of Liability Form will be used by the University and organizers of the B-CU Homecoming Parade, and that it will govern my actions and responsibilities during the course of my voluntary participation.

IN CONSIDERATION of the sponsors accepting my request to participate in this event, I hereby take action for myself, my executors, administrators, heirs, next of kin, successors, and assigns as follows:

(A) I waive, release and discharge from any and all liability, including but not limited to, liability arising from the negligence or fault of the entities or persons released, for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter occur to me including my traveling to and from this event, the following entities or persons:

The President, Cabinet, faculty, staff and students of Bethune-Cookman University, its representatives and agents, the homecoming parade holders, sponsors, organizers and volunteers;

(B) I indemnify, hold harmless, and promise not to sue the entities or persons mentioned in this paragraph from any and all liabilities or claims made as a result of participation in the parade, whether caused by the negligence of release or otherwise. I acknowledge that Bethune-Cookman University, its President, Cabinet, faculty, staff, students and agents, are NOT responsible for the errors, omissions, acts, or failures to act of any party or entity involved with the preparation and organization of the 2016 B-CU Homecoming Parade; I acknowledge that I am a voluntary participant in this activity or event, which may involve a test of a person’s physical and mental limits and may carry with it the potential for death, serious injury, and property loss.

The risks may include, but are not limited to, those caused by terrain, facilities, temperature, weather, condition of participants, equipment, vehicular traffic, actions of other people including, but not limited to, participants, volunteers, spectators, event officials, and event monitors, and/or producers of the event, and lack of hydration. These risks are not only inherent to participants, but are also present for volunteers.
I hereby consent to receive medical treatment which may be deemed advisable in the event of injury, accident, and/or illness during this activity or event.

I further understand that at this event or related activities, I may be photographed. I agree to allow my photo, video, or film likeness to be used for any legitimate purpose by the event holders, producers, sponsors, organizers, and assigns.

This Accident Waiver and Release of Liability shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law. In the event of any dispute arising in this matter for which the parties cannot resolve, they agree to submit same to a qualified mediator for resolution. Further disputes may be addressed under Florida law in a court of competent jurisdiction.

I CERTIFY THAT I HAVE READ THIS DOCUMENT, AND I FULLY UNDERSTAND ITS CONTENTS.

I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT AND I REPRESENT THAT I HAVE THE AUTHORITY TO SIGN IT ON BEHALF OF THE ORGANIZATION THAT I REPRESENT AND I DO SO OF MY OWN FREE WILL.

_______________________  _________________________________  _________________________________  ____________
Print Participant’s Name       Age       Signature         Date
(if under 18 years old, parent or guardian must also sign)

PARENT/GUARDIAN WAIVER FOR MINORS (Under 18 years old)

The undersigned parent and natural guardian does hereby represent that he/she is in fact, acting in such capacity, and has consented to his/her child or ward’s voluntary participation in the 2016 B-CU Homecoming Parade, and has agreed individually and on behalf of the child or ward, to the terms of the accident waiver and release of liability set forth above.

The undersigned parent or guardian further agrees to save, hold harmless and indemnify each and all of the parties referred to above from all liability, loss, costs, claims, or damage whatsoever which may be imposed upon said parties because of any defect in or lack of such capacity to so act and release said parties on behalf of the minor and the parents or legal guardian.

_______________________  _________________________________  _________________________________  ____________
Print Participant’s Name       Age       Signature of Parent or Guardian         Date