

“Embracing Our Community”

DR. MARTIN LUTHER KING PARADE

Parade Participant Registration Packet

Event: Saturday, January 14, 2023 10:00 AM

Entry Fee: \$35.00

RHMLK PARADE 2023

P.O. Box 5

Richmond Hill, GA 31324

Ph: (912) 231-7256

Email: RHMLKobservance@gmail.com

Website: rhmlkparade.com





RHMLK Parade Packet 2023

Dear Community Friends:

The 2023 RHMLK Parade Committee is excited to announce the 5th RHMLK Parade to be held on Saturday, January 14, 2023 in Richmond Hill, GA. This year we are back in person and will follow the usual parade route. Last year we hosted a virtual parade to allow a safe and fun event. Although we will be in person, we still request that you practice safety first by protecting yourself by wearing a face mask or covering although not mandatory but is strongly advised especially if social distancing becomes difficult.

We are asking organizations to share this same sentiment and take part in this effort. Your joining us would make this day one of the greatest. Enclosed you will find an entry form and details of the parade.

This is a 501c3 organization and any organizations that give donations to this unit to support fundraising events can deduct the total contribution as an ordinary business expense, which can be designated as advertising or promotional.

If your organization wishes to participate, please complete the entry form. Please make sure you follow all guidelines as stated to better serve the event. In order to ensure your placement in the line-up, we must receive your entry form and by December 30, 2022, along with the entry fee of \$35 if applicable to receive prior notice of line up position. **No Late Applications Will Be Accepted.**

We are proud of organizations like yours. Together, we can make a difference.

All Applications & Payment of \$35.00 must be submitted electronically.

RHMLK PARADE 2023

P.O. Box 5

Richmond Hill, GA 31324

Email Applications : rhmlkec@gmail.com

Payment Link : paypal.me/RHMLK

Sincerely,

Mrs. Shirlonda Shepard
RHMLK Parade Chairperson

Mrs. Elisha Boyd
RHMLK Parade Co-Chairperson

Entrants Guidelines

Rules & Regulations:

- All applicants must complete the Entry Form and agree to the rules and Hold Harmless Agreement
- December 30, 2022 is the cutoff date for parade applications and fee of \$35.00 NO EXCEPTIONS
- NON-PROFITS PARTICIPATES FOR FREE (MUST SUBMIT IRS DOCUMENTATION)
- Only road legal cars will be allowed and two entry per organization.
- You are required to provide your own vehicle
- All vehicles must be able to go at least 5 mph
- Everyone driving a vehicle must wear seat belt and maintain proper distance
- Participants cannot throw candy from cars, candy must be passed out and not thrown.
- Participants may decorate their vehicles (be careful they will not come off at higher rates of speed).
- Walkers are permitted.
- **Vehicle's line-up: 8:30 - 9:15am (a committee member will direct you to your designated spot)**
- **ALL participants must be in line up NO LATER THAN 9:20am**
- You may not disembark from your vehicle until after the parade ends at City Hall & Cedar Street, as well as all side streets within this area. Please Park at the Elementary and Primary School designated parking areas located on Frances Meeks Way.

2023 PARADE REGISTRATION FORM PLEASE PRINT/TYPE APPLICATION CLEARLY

ORGANIZATION/UNIT: _____

CONTACT NAME: _____ Cell PHONE: _____

ADDRESS: _____ City: _____ ST: _____ ZIP: _____

EMAIL (required) _____

Driver of Vehicle (required) _____

DRIVER LICENSE ISSUING STATE & NUMBER (required) _____

TYPE OF ENTRY PLEASE

Organization Type	Check ONE	Entry Type	Check ONE	Vehicle Information
Non Profit	<input type="checkbox"/>	Car	<input type="checkbox"/>	License Plate: _____
Business	<input type="checkbox"/>	Truck	<input type="checkbox"/>	Insurance Company: _____
Other	<input type="checkbox"/>	Float	<input type="checkbox"/>	Policy Number: _____
	<input type="checkbox"/>	Walkers	<input type="checkbox"/>	Number of Participants: _____
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	

**Please send your completed application and IRS documentation (non profits only) to
rhmlkec@gmail.com**

Payment Must Be Submitted To

Hold Harmless Clause and Insurance:

The undersigned person/persons/organization hereafter known as "unit/organization" participating in the Richmond Hill MLK Parade in Richmond Hill, GA agrees to hold harmless the City of Richmond Hill, and all members of the Richmond Hill MLK Parade Committee from all liability claims direct or indirect, on premises or away from premises, contractual or implied, or product and completed operations related, resulting from any and all acts of participation by the "unit/organization" or any agent of unit/organization. It is furthered agreed to and understood that "unit/organization" and any agent of "unit/organization" waives all rights to subrogation against the City of Richmond Hill, the Richmond Hill Parade Committee arising from any and all acts of liability claims against "unit/organization".

Name/Organization: _____

Signature: _____ Printed Name: _____

Email (required): _____ Phone: _____

RH MLK Committee Member: _____ Date: _____

Note: The Richmond Hill MLK Observance Committee reserves the right to limit entries for any reason.

