

# **2019 Pride Parade Entry Info/Guidelines**

**DEADLINE IS MAY 30<sup>th</sup>, 2019 AT 8:00 PM MDT**

**\*PLEASE READ ALL THE INFO/GUIDELINES BEFORE REGISTERING\***

<b>Type of Parade Entry</b>	<b>Feb/March</b>	<b>April</b>	<b>May</b>	<b>June</b>
<b>Middle and High School GSA</b>	<b>\$30</b>	<b>\$40</b>	<b>\$55</b>	<b>\$80</b>
<b>Non-Profit Organization</b>	<b>\$50</b>	<b>\$60</b>	<b>\$75</b>	<b>\$100</b>
<b>Social Group</b>	<b>\$75</b>	<b>\$85</b>	<b>\$100</b>	<b>\$125</b>
<b>College, University, Politician, Government Agency</b>	<b>\$85</b>	<b>\$95</b>	<b>\$110</b>	<b>\$135</b>
<b>Local Business</b>	<b>\$90</b>	<b>\$100</b>	<b>\$115</b>	<b>\$140</b>
<b>National Corporation or Franchise Corporation</b>	<b>\$245</b>	<b>\$255</b>	<b>\$270</b>	<b>\$295</b>
<b>Premium Placement Upgrade <i>*Limited spaces available*</i></b>	<b>\$30</b>	<b>\$40</b>	<b>\$45</b>	<b>\$55</b>
<b>Additional PrideFest Entry Pass</b>	<b>\$10</b>	<b>\$10</b>	<b>\$10</b>	<b>\$10</b>
<b>Additional PrideFest Parking Pass (In/Out Privileges)</b>	<b>\$3</b>	<b>\$3</b>	<b>\$3</b>	<b>\$3</b>

ALL FEES ARE DUE AT TIME OF REGISTRATION. No entry is considered registered without payment. All checks must be drawn on a U.S. bank account. Any additions the day of the Parade must be paid by cash. NO EXCEPTIONS.

## **GENERAL INFORMATION**

By electronic affirmation, the participant is agreeing by the terms in this document and fully agrees to abide by all its rules and deadlines. Albuquerque Pride Inc. reserves the right to use completed registration and processed payment for verification that parade participants have reviewed these guidelines and are in full agreement with the stipulations contained herein.

PLEASE NOTE THAT NONE OF THE FOLLOWING ARE TO BE SOLD, DISPLAYED, DISTRIBUTED OR OTHERWISE PRESENT AT THE EVENT WITHOUT THE EXPRESS WRITTEN CONSENT OF ALBUQUERQUE PRIDE INC.: No parade participant may sell or otherwise serve alcoholic beverages, soft drinks or bottled water of any kind along the parade route. Parade participants found to be in violation of these rules may be asked to leave the parade, and there will be no refund of fees paid to you.

**MANDATORY Parade Entry Seminar:** We will be providing a seminar on how to properly build, equip, man and decorate your entry, as well as discuss the parade route and staging locations. The Parade Entry Seminar will be MANDATORY for all interested businesses, individuals,

organizations, etc that are interested in participating in the parade. **The seminar is set for Sunday, May 5<sup>th</sup>, 2019 starting at 3pm** at the Albuquerque Pride Office at 2610 San Mateo Blvd NE, Ste. E, Albuquerque, NM 87110.

**MANDATORY Pick-up Session:** There will be a **MANDATORY** pick-up session for all participating groups/businesses/organizations on **Thursday, May 30<sup>th</sup>, 2019 between 4:00 PM & 8:00 PM** at the Albuquerque Pride Office, 2610 San Mateo Blvd. NE, Suite E, Albuquerque, NM 87110. During this time you will be able to pick-up your parade entry information, PrideFest entry ticket, parking pass and confirm that all contact information is correct.

**Judging:** Parade entries are judged for creativity, color (rainbow pride colors), use of theme ("Remember The Past, Create The Future") and enthusiasm of participants. Awards will be presented at the Albuquerque Pride Festival (PrideFest) on Saturday, June 8<sup>th</sup> from the main stage at EXPO New Mexico. Cash prizes will be awarded to the "Best Of" categories.

**Event Schedule:** The Albuquerque Pride Parade is a one-day event, which is held on Saturday, June 8<sup>th</sup>, 2019.

- **Check-in** time is 7:30 a.m. to 9:00 a.m. on Saturday, June 8<sup>th</sup>. Entry time will be dependent on your type of entry and will be given to you at the "Mandatory Pick-up session". *New entries are not allowed to register on the day of event!*
- **Parade Step-off** time is 10:00 a.m.
- **Parade End** time is approximately 11:30 a.m. All groups enter Gate 2 of EXPO NM.

**Placement:** All online registrations will be assigned a parade spot depending on your type of entry. Albuquerque Pride reserves the sole right to place parade participants in any location that Albuquerque Pride deems appropriate due to logistical reasons. If special placement is needed because of ADA accommodation requirements, please contact the Albuquerque Pride Director of the Parade, [Tony.Carson@abqpride.com](mailto:Tony.Carson@abqpride.com).

**Driver and Vehicle Information:** All motor vehicles must show proof of current vehicle registration and current automobile liability insurance with the New Mexico state mandated minimum limits. Further, each driver of a motor vehicle must be a licensed driver and show a current valid driver's license. All trailers/floats must have a Fire Extinguisher on their Parade Entry that has a UL Rating: 3-A, 40-B:C

**Parade/Wheel Monitor Requirements:** Each parade entry is **REQUIRED** to recruit volunteers willing to walk the parade route with your entry and act as a "Parade Monitor" for your entry. The Parade Monitor is responsible for ensuring that the parade watchers are not in the direct path of the entry or in the way of the flow of the parade. All vehicles also require Parade Monitors to serve as Wheel Monitors. Here is how you figure out how many Parade Monitors you need for your entry:

***Marching/Walk Entries***

2 to 25 persons marching= 2 Parade Monitors

26 to 50 persons marching= 4 Parade Monitors

51 to 75 persons marching= 6 Parade Monitors  
75+= Add another 2 Parade Monitors per 25 persons

### ***Vehicle/Float Entries***

Vehicle/Float entries are required to have 2 Wheel Monitors per axle (e.g. a vehicle with 2 axles would require 4 Wheel Monitors, a vehicle with 2 axles that is towing a float with a single axle would require 6 Wheel Monitors) at a minimum radius of 5' from the axle. The Wheel Monitors are responsible for ensuring that parade watchers are not running towards the moving vehicle, specifically the tires and not getting run over.

**Animal Units/Walkers:** Animals that are walking in the parade **MUST** have proper foot protection to ensure that the hot asphalt does not scorch their paws/feet. Additionally any animal on the Parade route must be kept properly hydrated. In accordance with City ordinances you are responsible for cleaning up after your animals in the Parade assembly area and along the Parade route.

**Parade Safety:** Your Parade Entry must listen to and comply with all directions given by Albuquerque Pride Parade Volunteers. In particular, all entries and their participants must:

- (1) **not throw items from a Parade Entry into the crowd. (Per City Ordinance)**
- (2) **not board or dismount a moving vehicle**
- (3) **not be under the influence of mind-altering substances while participating in the Parade**

A warning will be given to your Parade Entry should you be found to be in violation of items #1 and #2 above, and a penalty of \$500 for each infraction may be levied without prejudice to further recourse. Participants found to be in violation of item #3 above will be asked to leave the Parade route, and Albuquerque Pride reserves the right to remove your contingent without a refund in the event of multiple or egregious violations of any of the above-listed prohibitions and/or if in our reasonable estimation continued participation of your contingent in the Parade constitutes a safety hazard to you, to your contingent participants, to our volunteers, staff, and other personnel, and/or to event attendees. If infractions continue after the warning has been given your contingent may be removed from the route. Please be aware that ABQ Pride can get fined for the amount of trash that is left behind that your group might produce. Please have someone walking with your group to pick up any trash left behind.

### **Misc. Info:**

- Please have printed confirmation of parade entry, driver's license, proof of insurance and registration ready for check in.
- This is a public parade and many of our allies and observers are along the way. Please consider the look and content of your entry as well as the image you want to project. This is an all-ages event.
- Albuquerque Pride has the right to refuse any entries who do not meet the mission and vision of Albuquerque Pride. Money will not be refunded.

## **PARADE ENTRY TICKETS AND PARKING PASSES**

**Parade Entry PrideFest Tickets and Parking Passes:** Each parade entry registration includes entry into the Pride Parade, 2 PrideFest entry passes and one parking permit.

Tickets and parking passes will **ONLY** be distributed on Thursday, May 30<sup>th</sup> between 4:00 p.m. and 8:00 p.m. only at the **Mandatory Parade Pick-up Session**. If tickets are not picked up during this time, parade participants will be required to purchase tickets the day of PrideFest in order to enter the grounds. Parade participants have an opportunity to purchase additional tickets at [www.abqpride.com](http://www.abqpride.com).

## **CANCELLATIONS AND PAYMENTS**

**Cancellations:** Parade Entry registrations may be canceled at any time up until 8:00 p.m. on Thursday, May 30<sup>th</sup>, 2019. Refunds of all fees paid, minus a 30% processing fee, may be expected within four weeks following the event. **CANCELLATIONS MADE AFTER 8:00 P.M. ON Thursday, May 30<sup>th</sup>, 2019 WILL NOT BE REFUNDED. PARADE ENTRY "NO-SHOWS" ON THE DAY OF THE EVENT WILL NOT BE REFUNDED.** Any Parade Participants not checked-in and in the parade lineup by 9:00 a.m. on the day of the event will be subject to resale by Albuquerque Pride. Providing there is adequate additional space, the original Parade Participant may be reassigned, but under no circumstances will a refund be made.

**Payment:** All purchases for parade entry reservations must be processed through our website at [www.abqpride.com](http://www.abqpride.com).

**Helpful Information:** Bring water, shade, and a happy spirit to partake in the Pride fun! If you have any questions contact Tony Carson at [Tony.Carson@abqpride.com](mailto:Tony.Carson@abqpride.com).