



# 1<sup>st</sup> U.S. Volunteer Cavalry Regiment - Rough Riders

## 2024 St. Patrick's Parade Official Packet & Information

The 1<sup>st</sup> U.S. Volunteer Cavalry Regiment – Rough Riders Inc. and the City of Tampa invite your organization to participate in the annual St. Patrick's Parade on **Saturday March 16, 2024, at 5:00PM** in downtown Tampa, FL

Please complete all the required and attached forms in this packet and either email them to [office@tamparoughriders.org](mailto:office@tamparoughriders.org) or mail them to 1<sup>st</sup> USV Rough Riders, Inc. (Attention: St. Patrick's Parade) P.O. Box 75892, Tampa, FL 33675

- 'Parade Entry Form'
- Acknowledgement Letter
- Rough Rider Hold Harmless Agreement

The deadline for all parade entries is Friday **February 21, 2024**.

- The entry fee for a vehicle (car or truck) is **\$250**.
- The Krewe entry fee for **one float is \$375** and **two/more floats are \$500**.
- **There will be a service fee of \$10 added if payment is completed electronically.**

In addition to your completed forms, please include your organizations Certificate of Insurance, naming the 1<sup>st</sup> U.S. Volunteer Cavalry Regiment – Rough Riders Inc. as a named insured.

- All incomplete forms or lack of payment will NOT be processed.
- Please keep in mind:
  - All motorized and trailered vehicles must be insured to participate in the parade.
  - No person over six (6) feet in height (together with costume elements) may stand on top of a float or other platform at the maximum floor height of eleven (11) feet or higher.

On behalf of the Rough Rider St. Patrick's Parade Committee and the City of Tampa, we look forward to receiving your parade application.

If you have any questions, please contact the Rough Rider office at (813) 248-1898.

Regards,

Todd Parry

[TampaRoughRiders1138@gmail.com](mailto:TampaRoughRiders1138@gmail.com)

1<sup>st</sup> USV Rough Riders

St. Patrick's Parade Committee Chairman



# Rough Riders

## 2024 St. Patrick's Parade Official Entry

Saturday, March 16, 2024 - 5:00 p.m. - Downtown Tampa

### Krewe/Organization

Name: \_\_\_\_\_ # of Floats: \_\_\_\_\_

Primary Contact \_\_\_\_\_

Email: \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Insurance Company: (attach valid certificate) \_\_\_\_\_

Enclose a copy of the organization Certificate of insurance, listing the 1st USV Rough Riders as an additional insured.

Policy Number: \_\_\_\_\_ Ins. Co Phone: \_\_\_\_\_

### Float Information

Entry Type \_\_\_\_\_ Tow Unit Required? \_\_\_\_\_

Type of Towing Unit: \_\_\_\_\_ Owner \_\_\_\_\_

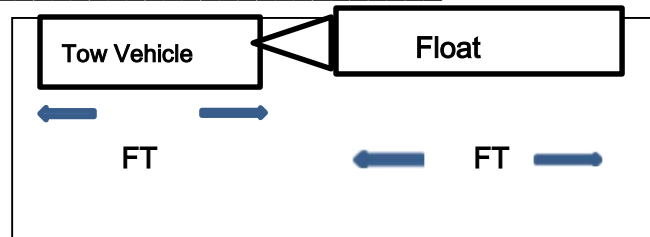
Towing Unit Insurance Carrier \_\_\_\_\_

Float Length \_\_\_\_\_

Tow Vehicle Length \_\_\_\_\_

*Please include accurate measurements of all floats and tow vehicles. Inaccurate measurements may result in alternate staging placement on parade day. **Also let us know of you have a ramp on the back of your float.***

*Complete ONE form for EACH float*



## DEADLINE: February 21, 2024

Submit Completed Applications, a photo of your entry and your payment to 1st U.S. Volunteer Cavalry Regiment Rough Riders, Inc. ATTN: St Patrick's Parade P.O. Box 75892 Tampa, FL 33675

Incomplete Applications will not be processed. Completed forms may be emailed to:

[office@tamparougriders.org](mailto:office@tamparougriders.org)

## 2024 St. Patrick's Parade Acknowledgement Letter

Please review each section and check each box to acknowledge that you have read and understand the following statements that are related to the 2024 St. Patrick's Parade, then fill out the bottom of the page. This page must be submitted to the 1<sup>st</sup> U.S. Volunteer Regiment Rough Riders, Inc. (Rough Riders) with your completed 2024 St. Patrick's Parade application. Incomplete applications will not be considered.

### \_\_\_ SAFETY OFFICER

For the St. Patrick's Parade Committee and First Responders to identify a responsible person in each entry, the Rough Riders will require each unit to identify a Safety Officer as a point of contact for their unit. The major parades in the City of Tampa have required this for each entry for several years. Each Safety Officer will be required to wear a lime-green mesh vest that must be worn and visible always and have a loud whistle. They will arrive within 30-minutes of the float arrival and remain with their unit until the last person has disembarked with their vehicle/float in disbanding. Safety Officers will wear the lime-green vests to differentiate themselves from the unit's **Safety Monitors who will wear the orange vests.**

### \_\_\_ SAFETY MONITORS

In accordance with City of Tampa Ordinance Sec 28.58 - Processions safety monitors, all motorized vehicles participating in the St. Patrick's Parade that are greater than 20' length will be required to provide, **designate 6 safety monitors stationed at the corners and break of any vehicle used in the procession at all** the role of the safety monitor is to make sure the driver is aware of any emergency requiring him/her to stop immediately. Said emergencies include, but are not limited to, equipment malfunctions, passengers falling from the vehicle, overhead obstructions endangering riders, parade viewers coming too close to the vehicle, parade participants coming too close to the vehicle's wheels. Safety monitors shall not consume any alcoholic beverages or hand out any items during the procession to any spectators along the procession route. Said items include but are not limited to beads, candy, fliers, and merchandise. Any vehicle fitting the description above that does not have the requisite number of safety monitors may be pulled out of a procession line up until the safety monitor requirement can be met. The City of Tampa intends to direct all non-compliant parade entries from the parade route. There will be no refunds for non-compliant entrants who are removed from the parade route.

**Per city ordinance, participants with electric carts or wheelchairs must be on their perspective floats at time of staging and most importantly when parade steps off.**

The parade is **NOT A PLATFORM FOR POLITICAL, RELIGIOUS, OR SOCIAL ISSUES**, and no unit, vehicle group, or individual will be permitted to participate if in the judgement of the parade committee it reflects such issues.

**\_\_\_\_\_Fireworks**---Fireworks includes any explosive device of any kind making a loud noise and a flash of fire, including any explosive device lit by a fuse, any firearm firing blanks, any small cannon device, and any other similar type of item without limitation.

### **\_\_\_AMPLIFIED MUSIC/SOUND SYSTEMS**

It has been brought to the attention of the Rough Riders that entrants have been playing the amplified sound systems excessively loud in the staging area. There are existing noise ordinances that are in force, entries will restrict the levels of noise from amplified systems to reasonable noise levels. Excessively loud music in the staging area also creates a safety concern, as participants cannot hear approaching official vehicles and first responders. Follow instructions from parade officials and first responders when directed to reduce the volume of amplified music.

### **\_\_\_TABLES, FOOD SERVICE & BEVERAGES**

Due to safety concerns of participants and the public as well as the ability of parade staff and first responders to respond in an emergency, participants in the St. Patrick's Parade will not erect tables or buffet lines beyond the confines of their authorized floats. Visible tables erected outside and/or within the confines of authorized floats for the purpose of serving alcoholic beverages are also prohibited. Food service is permitted onboard authorized floats and official parade vehicles or in an area designated by Rough Rider Parade Committee. **NO OPEN FIRES OR COOKING ONSITE IS PERMITTED!** Failure to comply could result in mandatory removal of all equipment and food. Caterers are not permitted in on the parade route at any time. All deliveries must be prearranged and delivered to staging in the safest and non-disruptive manner.

**Participation in the St. Patrick's Parade is not an authorization to consume alcoholic beverages in staging areas or on the parade route. Open and/or visible containers of alcoholic beverages in plain view may lead to action by law enforcement.**

### **REQUIREMENTS FOR FLOATS:**

All floats allowed entry into the St Patrick's parade shall meet the following requirements:

1. The float shall have intensive electrical stage type lighting to brilliantly illuminate the float during the parade.
2. The float shall be equipped with a generator of sufficient power and with sufficient fuel capacity to insure brilliant illumination of the float for four hours.
3. The float shall be equipped with an emergency tow ring, so the unit can be quickly removed from the parade route in case of breakdown.

4. The float shall be equipped with currently certified fire extinguisher. Participants on the float will be informed of the location of the fire extinguisher.
5. The float shall be constructed in such a way that no portion of the float will be less than 12 inches from the ground when the float is fully decorated and loaded. Sufficient wheel and dolly clearance shall be incorporated so that no interference with the chassis or any associated structure can occur in any mode of operation of the float.
6. **FLOAT HEIGHT** Float can be no more than 10 feet wide, without riggers. Maximum height is 11 feet, 6 inches with any second deck level no higher than 10 feet, 6 inches from ground. The float and tow unit together cannot exceed 65 feet. If there is a tow vehicle, it shall be covered or decorated, but it is not required to have illumination. However, such illumination is suggested to enhance the float. **No person** (together with costume elements) who stands on a float or other authorized participating platform at the maximum floor height of eleven (11) feet can be over six (6) feet tall.
7. The Entrant is responsible for ensuring that the number of participants riding on its float does not exceed that safety standards set by the float builder/designer.
8. All floats are to have of propulsion capable for moving the float at an extremely slow rate of speed throughout the length of the parade route (2 miles). If the propulsion is internal to the float, and if the driver is visible to the public, he should be dressed appropriately with the theme of the float. It is not necessary for a Unit to have a tow vehicle if the unit has self-propulsion and meets the insurance requirements.
9. All float drivers will be with their float no later than 45 minutes prior to the designated start time for the parade. Upon request, the driver will demonstrate and must provide to a parade marshal that stage lighting is operable on the float. No float will be permitted to leave the staging area without illumination.
10. Inspection of float by a Parade Marshal does not create liability for the Rough Rider Parade Committee. The Entrant is solely responsible for the safety of a float. The float will also have a placard with driver's name, and two (2) contact phone numbers in case there is a problem and driver are needed during staging.

## **PARADE MANAGEMENT AND OTHER REQUIREMENTS:**

- 1.. The Rough Rider Parade Committee desires to produce a parade that is a pleasing event for spectators. Accordingly, it is requested that participants not stop or slow down the movement of floats during the parade. No stopping on loitering on the parade route. Participants shall not engage in any behavior on the parade route which could be considered profane or obscene or request such behavior from spectators. The Person in Charge is requested to cooperate with parade marshals to ensure these requirements are met. Failure to comply with these standards could result in rejection of future entry into the parade.
2. All beverages to be in opaque cups. No glass containers or cans. No external taps on floats or motorized vehicles.
3. The Rough Rider Parade Committee has an agreement with its Promoter and various Sponsors. Accordingly, an approved entrant in the parade shall not display the radio call sign or logo of any television station or radio station in the "Tampa Bay Media Market." No radio broadcasts from a float are allowed without the prior written approval of the Parade Chairman. Further no advertising unrelated to the entrant shall be displayed. This does not prohibit a Commercial Entry from displaying logos or other reasonable indicia of its business (see D. below). The Rough Rider Parade Committee reserves the right to reject a float on the day of the parade with unauthorized signage.
4. Corporate logos and identification are permitted on a Commercial Entry if they relate to the Entrants business and float's aesthetic concept. Sponsorship signs can be no larger than 2 feet square and are limited to one per side. Sponsorship signs cannot conflict or compete with St. Pat's Parade Sponsors. Official (see #3 above and definitions).
5. Each Entrant shall have the Person in Charge who will always accompany the Entrant prior to and during the parade. The Person in Charge will identify himself or herself, to the Parade Marshal in charge of the section of the parade where the Entrant is placed. The Person in Charge will cooperate fully with all requests of the marshals and make sure his or her organization complies with requests of marshals.
6. All Participants (marching, riding upon floats, etc.) shall be in distinctive matching festive dress compatible with the theme of the float, or in costume Participants in "street clothes" will not be allowed. All participants shall conduct themselves in a manner appropriate for participation in a public event. All participants shall be identified by wristbands, which will be worn throughout the parade. All participants will act in accordance with requests of Parade Marshals.

**USE OF FIREWORKS:**

The use of fireworks as defined in section 1 above is prohibited in the St Pats Parade. Confetti Cannons, Water Guns, and Silly String are NOT allowed.

**DANGERS ALONG PARADE ROUTE:**

Along the Parade Route there are structures in the road right of way that could cause personal injury or death. This is especially important on multi-level and "double decked" floats. The dangers include, but are not limited to, overpass for roadways, streetlights, and traffic signals. Parade Marshals will attempt to advise vehicle and float drivers of hazards, but the Rough Rider Parade Committee and the Parade Marshals have no responsibility to warn of any hazards. Each entrant, and its Person in charge, will discuss these hazards with its vehicle driver, and each Entrant has the sole responsibility for the safety of its Participants.

**LIABILITY DISCLAIMER AND HOLD HARMLESS AGREEMENT:**

All entries into the parade must execute a liability disclaimer and hold harmless agreement in the format required by the Rough Rider Parade Committee and supplied with these rules. These rules shall be incorporated and made a part of the said agreement. The person executing the agreement on behalf of the organization shall have authority from the organization to execute the said contractual agreements, which are binding legal documents.

**NO POLITICAL, RELIGIOUS, ETC.:**

The Rough Rider Parade Committee desires an event which is entraining to spectators. The Rough Rider Parade Committee reserves the right to reject the entry of any float, up to and including the time of the commencement of the parade, if, in the judgment of the Parade Chairman, the float attempts to demonstrate or promote a political, religious, or controversial social theme. No flyers, booklets, pamphlets, or brochures, which support a political, religious, or controversial social theme, will be distributed along the Parade route.

**CANCELLATION:**

The Rough Rider Parade Committee reserves the right, if weather or other unforeseen events occur, to cancel the Parade. Cancellation is unlikely.

**\_\_\_ PARADE DISBANDING/ MUSIC**

After the St. Patrick's Parade, all participating floats and vehicles using amplified music will turn off their sound producing systems upon reaching the disbanding area. Floats will not stop to discharge or load participants in this location. Floats will continue to follow directions of parade staff and law enforcement before stopping to discharge or pick up participants.

## **TOW VEHICLES**

Stepp's Towing is a contributing sponsor of the 2024 St Patrick's Parade. All floats not serviced by Stepp's Towing must cover all Logos on the tow vehicle before entering staging. Parade officials will be checking for compliance and will ask drivers of trucks to comply before parade Begins.

## **PARTICIPANT STAGING BRIEFING, STAGING NUMBER DISTRIBUTION & SAFETY DETAILS**

**The Rough Rider Parade Committee will hold a mandatory parade staging event and safety briefing at the Rough Riders Clubhouse, 601 N 19th St, Tampa, FL 33605 on **Thursday, February 29, 2024, at 6:30 PM**.** All participating krewes, entrants and organizations are expected to attend to receive their staging position and receive their spot and Official Credentials for entering the parade staging area. This will be a Krewe only event, and food and beverages will be served. Krewes, sponsors, and participants will send a responsible member (preferable safety officer, president, etc. Details for this event and parade will be sent out as well as available online at the rough Rider St. Patrick's parade website.

Organization Name :

\_\_\_\_\_

Krewe/organization President Name :

\_\_\_\_\_

Krewe/organization President Signature:

\_\_\_\_\_

Safety Officer/Contact Name : \_\_\_\_\_

Safety Officer/Contact Signature : \_\_\_\_\_



**Rough Riders' St. Patrick's Parade**

**March 16, 2024**

**Release, Assumption of Risk, Covenant Not to Sue and Hold Harmless**

In consideration of the opportunity to participate in the Rough Riders' St. Patrick's Day Parade, I, \_\_\_\_\_ an authorized representative and agent of do agree as follows:

Definitions:

The "Agreement" shall refer to this Release, Assumption of Risk, Covenant Not to Sue and Hold Harmless.

"Released Party" shall refer to the 1<sup>st</sup> U.S. Volunteer Cavalry Regiment-Rough Riders, Inc. and include its past present and future members, owners, employees, officers, directors, principals, parents, subsidiaries, affiliates, associated corporations, agents, partners, representatives, predecessors, heirs, legal representatives, successors, and assigns.

"My Organization" shall be referred to as \_\_\_\_\_ and include its past, present, and future members, owners, employees, officers, directors, principals, parents, subsidiaries, affiliates, associated corporations, agents, partners, representatives, predecessors, heirs, legal representatives, successors, and assigns.

The "Event" shall refer to My Organization's participation in the Rough Riders' St. Patrick's Day Parade on March 16, 2024, from My Organization's arrival at the location of the event to its departure from that location.

"Injury" shall refer to personal injury, bodily injury, death, property damage and any other personal or financial loss sustained by My Organization that in any way results from, or relates to, the Event.

Acknowledgements:

I am at least 18 years of age and otherwise competent to sign this Agreement. I am a member and authorized agent of My Organization. I am specifically authorized to sign this Agreement on behalf of My Organization. My organization has full knowledge of this Agreement and specifically agrees to be bound by its terms and conditions.

Participation in a large parade, such as the Rough Riders' St. Patrick's Day Parade, has inherent risks and dangers requiring skill, concentration, and attention to participants. My organization understands that no amount of care, caution, instruction, or expertise can eliminate such dangers.

No individual in My Organization is suffering from any illness or physical disability that would affect his or her ability to safely participate in the Event.

Release. Assumption of Risk, Covenant No to Sue and Hold Harmless:

My organization desires to participate in the Event. To do so, it voluntarily, with full knowledge, agrees to the following.

My Organization releases, waives and discharges the Released Party to the full extent allowed by law, from all liability, claims, demands or causes of action for Injury, including Covid 19 or any variants thereof, however caused, even if caused by negligence, in whole or in part and in any form, of the Released Party.

My organization expressly and voluntarily with full knowledge assumes all risk of Injury, to the full extent allowed by law, however caused, even if caused by the negligence, in whole or in part and in any form, of the Released Party.

My Organization will not sue or make a claim against the Released Party for Injury and, if it violates this Agreement by filing such a suit or making such a claim, My Organization will pay all attorneys' fees and costs of the Released Party.

My Organization will defend, indemnify, and hold harmless the Released Party from all claims, judgments, and costs, including attorneys' fees (to the limited extent that the defense and indemnity are not otherwise covered by collectible liability insurance), if someone suffers personal injury, bodily injury, death or property damages because of My Organization's negligence, gross negligence, or willful misconduct in connection with the Event.

Termination. Applicable Law and Severability

My organization agrees that this Agreement will apply to the Event and may only be terminated in writing. My organization understands that this Agreement is a binding contract. My Organization agrees that this Agreement shall be governed and construed by the laws of Florida. All disputes arising under, in connection with or incident to this Agreement shall be litigated, if at all, in the Thirteenth Judicial Circuit, in and for, Hillsborough County, Florida.

This Agreement is intended to be as broad and inclusive as permitted by law. If any part of this Agreement shall be deemed unenforceable, the unenforceable provision shall be curtailed and limited only to the extent necessary to bring it within the requirements of the law, and the remainder of the Agreement shall continue in full force and effect.

I HAVE READ THIS DOCUMENT. I UNDERSTAND IT AND I ACKNOWLEDGE THAT IT CONSTITUTES A RELEASE OF LIABILITY AND WAIVER OF MY ORGANIZATION'S LEGAL RIGHTS. MY ORGANIZATION AGREES TO ASSUME ALL RISKS ARISING OUT OF THE EVENT SO THAT IT CAN PARTICIPATE.

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title in Organization: \_\_\_\_\_

## ST. PATRICK'S PARADE REQUIRED INSURANCE LANGUAGE

### INSURANCE REQUIREMENTS:

All approved parade entries must present separate and individual proof of insurance to the parties below for event participation.

If the parade entry is a self-propelled unit, the self-propelled unit must present evidence of Automobile Liability. Automobile liability shall be \$1,000,000 combined single limit for bodily injury and property damage.

If the parade entry is a float pulled by a tow unit, the tow vehicle must present evidence of Automobile Liability insurance. Automobile Liability shall be \$1,000,000 combined single limit for bodily injury and property damage.

Additionally, all parade entrants must present evidence of General Liability insurance, whether or not a float entry.

- General Liability shall be \$1,000,000 combined single limit for bodily injury and property damage.
- Automobile Liability and General Liability must be presented as separate policies, each having a limit of \$1,000,000.

If entrant is renting a float from a float company that will supply the tow vehicle, the float company must provide a Certificate of Insurance in compliance with the parade requirements.

If entrant is using a commercial towing company the towing company must provide evidence of insurance from the commercial towing company for Commercial Automobile Liability.

In either case the entrant will supply a certificate of insurance for General Liability Insurance.

Each Certificate of Insurance must contain an Additional Insured Clause as shown below.

### For the St. Patrick's Day Parade

Certificate Holder: 1<sup>st</sup> U.S. Volunteer Calvary Regiment Rough Riders, Inc.

P.O. Box 75892 Tampa, FL 33675

St. Patrick's Day Parade TEL: (813) 248-1898

FAX: (813) 248-5113 E-Mail: [office@tamparoughriders.org](mailto:office@tamparoughriders.org)

Additional Insured Clause to read:

1<sup>st</sup> U.S. Volunteer Calvary Regiment Rough Riders, Inc., the City of Tampa, one (1) "Title" and up to two (2) "Presenting" level sponsors are named as Additional Insured with a Waiver of Subrogation under both General Liability and Automobile Liability insurance coverages with respect to liability arising out of any operation of the entrant in connection with the St. Patrick's Parade. The afforded additional insurance shall be primary and non-contributory insurance and any other valid and collectible insurance available to additional insureds shall be in excess insurance.