



2009 Guidelines for the Ashley Rukes GLBT Pride Parade

The Event

The 2009 Ashley Rukes GLBT Pride Parade (“the Parade”) will take place on Sunday, June 28, 2009 along Minneapolis’ Hennepin Avenue from Third Street to Loring Park, site of the Twin Cities GLBT Pride Festival. These guidelines pertain to Twin Cities Pride (“Pride”), a Minnesota nonprofit corporation and organizer of the Parade and its offering of space in the Parade. Pride reserves the sole right to approve the participation of any applicant Parade contingent. ***You should assume that your application has been accepted by Pride unless you receive notice to the contrary.***

How to Participate

Fill out the attached application/agreement and return it to Pride with your Parade fees. Please contact Pride’s Parade Team if you are in need of further assistance or if you have any other questions.

Parade Route

The Parade will begin at the corner of Third Street and Hennepin Avenue and proceed west along Hennepin to Spruce. Floats will continue to proceed along Hennepin; sound amplification will have to be turned off by floats at this point. All other units will turn south and proceed two blocks to Yates, then turn west into Loring Park. ***The Parade will kick-off promptly at 11:00 a.m.***

If the Parade route should be changed due to construction or other issues in the Downtown Minneapolis area, an alternate route will be posted online at Pride’s website, tcpride.org, as soon as it is available. If you do not have access to the Internet and have reason to believe that the Parade route has changed, please contact Pride’s Parade Team.

Parade Lineup

When the Parade Team prepares the lineup, a number of factors, including safety, your contingent’s description, aesthetics, sound and other logistical concerns determine your placement in the Parade. We will attempt to accommodate as many contingents’ wishes as possible.

This year, the preliminary Parade lineup will be posted to the Pride website, tcpride.org, by Sunday, June 14, 2009. Any applications coming in after Thursday, June 4, 2008 will be added to the end of this lineup on a first-come, first-served basis.

Lineup begins at 8:30 a.m., and you must be IN PLACE by 10:00 a.m., or we cannot guarantee your entry into the Parade. While the lineup will be announced prior to the Parade, last minute changes are possible. We thank you in advance for your cooperation and understanding in these matters. More detailed information regarding the Parade lineup will be available on Pride’s website, tcpride.org, as the date of the Parade approaches.

Subletting and Sharing of Parade Space(s)

You may not sublet nor share your Parade unit space(s) to/with another business or organization without prior written consent from Pride’s Parade Director or his/her designee.

Inclusion

Pride wishes to be as inclusive as possible in all of its events. Please contact us with any issues that might prevent your group from fully participating in the Ashley Rukes GLBT Pride Parade.

Parade Safety

Due to safety issues regarding light rail power lines, no Parade unit may be taller than 15 feet and the use of Mylar for any purpose in a Parade unit is prohibited. Any balloons used must be tied down. No one may carry balloons.

Nothing may be thrown by your Parade contingent, nor may anyone alight or board a moving vehicle. If you plan on distributing any items to Parade spectators, they must be handed out. Please indicate if you intend to do this on your Application.

A warning will be given to your Parade contingent should either or both occur and a penalty of \$250 for each infraction will be levied. If infractions continue after the warning has been given, your contingent will be removed from the Parade route.



2009 Guidelines for the Ashley Rukes GLBT Pride Parade

Liability Waived

Pride accepts no responsibility for any lost or stolen items, nor injuries or damages caused by fixtures and/or acts of God. Please refer to the 2009 Parade Unit Agreement for a detailed explanation.

Parade Units

Participation in the Parade is measured in units. A unit is defined as one (1) vehicle with up to five (5) walkers, one (1) float with up to five (5) walkers (including any vehicle needed to tow the float), or one (1) organization's marching contingent. Groups or individuals marching/riding together must pay the appropriate fees. If you have a question about what constitutes a unit, please contact Pride's Parade Team.

Large Animal Participation

If you intend to have a large animal(s) in your Parade contingent, please note that you are responsible for securing the approval of a large animal permit from the City of Minneapolis. You are also responsible for the cleanup of any animal waste produced.

Both the contingent and the party responsible for waste cleanup must check-in prior to the start of the Parade. Failure to do so will result in the removal of that unit or portion thereof.

Parade staff will check the Parade route during the event. If it is found that the route has not been cleared of waste, the contingent responsible is required to return to the Parade route and complete the cleaning. Failure to do so will result in Pride assessing a \$250 penalty, substantial additional charges for cleaning by the City of Minneapolis, possible removal from the Parade (if possible) and a possible ban on future Parade participation.

Placement in First Ten Units of the Parade

Nonprofit organizations will be entered into a drawing to be one of the first ten units of the Parade.

For-profit organizations/businesses have the option of paying an additional \$200 fee to secure one of four available spaces in the first ten units of the Parade. This will be done on a first-come, first-served basis. Please check Pride's website (tcpride.org) for availability before sending in your \$200 fee. Any such fees sent after these spaces are filled will be refunded.

The deadline for these opportunities is June 6, 2009.

Cancellations

You may cancel your application in writing at any time up until Friday, April 3, 2009 for a refund of all fees paid, except any non-refundable application fee. Cancellations made after this date will not be refunded.

Solicitation of Money Along the Parade Route

Solicitation of money along the Parade route is only allowed with the permission of the Parade Team. Please contact the Parade Team for further information.

For Further Information...

Please contact: **Richard Carper, Parade Director** (612) 305-6908 parade@tcpride.org
or check out our website at tcpride.org.

Return your completed Parade application packet to:

Twin Cities Pride
Attn: Parade Operations
P. O. Box 2104, Loop Station
Minneapolis, MN 55402



2009 Unit Application for the Ashley Rukes GLBT Pride Parade

Applicant Information	Organization/Business Name			
	Contact Person			
	Mailing Address			
				Street Address
	City		State	ZIP Code
	Contact Information			
Daytime Phone Number				Email Address
If you have a marching contingent(s), how many people do you expect to be marching in your group? <input type="checkbox"/> up to 12 <input type="checkbox"/> 13 - 25 <input type="checkbox"/> 26 - 50 <input type="checkbox"/> 51 -75 <input type="checkbox"/> 76 - 100 <input type="checkbox"/> over 100 _____				
Will your unit(s) use sound amplification or musical instruments? <input type="checkbox"/> YES <input type="checkbox"/> NO				
Will your unit(s) use any large animals? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, how many and of what kind? _____ Please see the "Large Animal Participation" section of the Parade Guidelines for additional information.				
Contingent Description	Please briefly describe your Parade contingent, including any line-up needs/requests, any assistance you may require and if you intend to hand out items from your unit.			
Failure to write this description legibly may result in a delay in the placement of your unit. Attach additional page(s) if necessary.				
Grandstand Announcement	Please write a brief description of your organization for the Grandstand announcers.			
Failure to write this description legibly may result in Pride using a generic description of your unit(s). Attach additional page(s) if necessary.				

SECTION BELOW FOR OFFICE USE ONLY			
PDMS Order Number		Check Number and Amount	
PDMS Entry Date		Initials of Staff Entering PDMS Data	

Parade Fee Schedule

Please indicate the number of units you are entering under the type of organization or business that most closely matches your group's description.

Nonprofit/ Community Group	Type of Unit	# of Units	Fee Per Unit	Total Unit Fees
	Marching or Vehicle		x \$105.00	= \$
Float		x \$90.00	= \$	
For-Profit and Commercial	Type of Unit	# of Units	Fee Per Unit	Total Unit Fees
	Marching or Vehicle		x \$410.00	= \$
Float		x \$395.00	= \$	
Public Officials, Political Parties/Groups and Candidates for Public Office	Political Party or Nonprofit Party-Affiliated Group The "nonprofit party-affiliated group" designation includes organizations such as Stonewall or Log Cabin Republicans.			
	Type of Unit	# of Units	Fee Per Unit	Total Unit Fees
	Marching or Vehicle		x \$160.00	= \$
	Float		x \$140.00	= \$
	Candidates for Local, Municipal or County Elected Office This includes judicial candidates up to the District Court level.			
	Type of Unit	# of Units	Fee Per Unit	Total Unit Fees
	Marching or Vehicle		x \$160.00	= \$
	Float		x \$140.00	= \$
	Candidates for State-Level or Statewide Office This includes candidates for the state legislature, constitutional offices and judicial candidates above the District Court level.			
	Type of Unit	# of Units	Fee Per Unit	Total Unit Fees
	Marching or Vehicle		x \$310.00	= \$
	Float		x \$295.00	= \$
	Candidates for Federal Office This includes candidates for the federal legislature and President of the United States.			
	Type of Unit	# of Units	Fee Per Unit	Total Unit Fees
	Marching or Vehicle		x \$410.00	= \$
	Float		x \$395.00	= \$
	Current Public Officeholders Not Seeking Election To ensure compliance with campaign finance laws, members of these units may not wear or distribute campaign material of any kind.			
	Type of Unit	# of Units	Fee Per Unit	Total Unit Fees
	Marching or Vehicle		NONE	= \$
	Float		NONE	= \$
Add-On Fee	For-Profit/Commercial Placement in the First 10 Units <i>This fee will be refunded if you are not placed in the first 10 units of the Parade</i>		\$200.00	= \$
	Application Fee	This is a non-refundable application fee that includes a \$10 administrative fee for paper application handling. Please choose the fee that applies to the date range in which you applied.		
On or before March 15, 2009			\$10.00	= \$
March 16 - April 12, 2009			\$60.00	= \$
April 13 - May 10, 2009			\$90.00	= \$
May 11 - June 14, 2009			\$120.00	= \$
June 15 - June 28, 2009		\$210.00	= \$	
GRAND TOTAL				= \$

The entire balance is due at the time the application is submitted. Payment may be made by check, money order or credit card. Checks should be made payable to Twin Cities Pride. Please fill out the attached Credit Card Authorization Form if paying by credit card.

Please note that any past due balances for prior Parade participation must be settled prior to your being permitted to participate in the 2009 Parade.



2009 Ashley Rukes GLBT Pride Parade Unit Agreement

The Applicant understands that the signature of this Agreement is binding on all officers, members, agents or employees of the individual, organization, agency or business named below and that said individual, organization, agency or business is aware of and will abide by all stated and implied Parade policies and agree to follow the instructions of the officers, directors, coordinators, agents and volunteers of Gay-Lesbian-Bisexual-Transgender Pride/Twin Cities, a Minnesota nonprofit corporation ("Pride").

The Applicant understands that Pride reserved the right to remove any person or unit from the Parade assembly area or from the Parade who is, in its sole discretion and opinion, posing a hindrance to the safety or progress of the Parade, is placing other participants or spectators in physical danger and/or is violating the implied or stated Parade policies or the terms of the Guidelines, Application and/or this Agreement.

The Applicant further agrees to

- (1) waive, release and discharge from any and all liability for their death, disability, personal injury, property damage, property theft or actions of any kind which may hereafter accrue to them and/or their business/organization, Pride and its officers, directors, agents and employees; Pride's corporate sponsors and their officers, agents and employees; the Minneapolis Park and Recreation Board and its officers, agents and employees; and the City of Minneapolis and its officers, agents and employees; and
- (2) indemnify and hold harmless Pride and its officers, directors, agents and employees; Pride's corporate sponsors and their officers, agents and employees; the Minneapolis Park and Recreation Board and its officers, agents and employees; and the City of Minneapolis and its officers, agents and employees from any and all liabilities and claims made by other individuals or entities as a result of their and/or their business'/organization's actions during the Parade.

The Applicant understands that Parade fees are non-transferable and no Parade space may be reassigned or otherwise transferred to a third party without the permission of Pride's Parade Director.

Signature of this Agreement also affirms that the individual, organization, agency or business named in the attached Application does not discriminate in hiring, employment, participation or services rendered based on the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability, or Acquired Immune Deficiency Syndrome or HIV status.

Signature of this Agreement also affirms that acceptance as a Parade contingent by Pride does not imply an endorsement by or affiliation with Pride, nor does it constitute a sponsorship of Pride by my business/organization. I further understand that I may not use Pride's Corporate name, logos, trademarks and/or copyrighted materials unless I have received the express written permission of Pride.

Signature of this Agreement also affirms that the individual signing on behalf of the individual, organization, agency or business named in the attached Application has read, clearly understood and agrees to the terms contained in this Agreement as well as the Application and Guidelines.

I hereby declare that all information provided on this Agreement and attached Application by me is true, correct and complete.

Signature	Printed Name	Date
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Please retain a copy of this agreement for your records.



Supplemental Agreement for Motorcycle Parade Unit Participation

The undersigned driver and passenger, if any, agree to take personal responsibility for his/her actions in participating in the Ashley Rukes GLBT Pride Parade ("the Parade"). They hold harmless and indemnify both Twin Cities Pride and the group with which they are participating in the Parade for any actions s/he may take contrary the instructions and requests of those organizations during the Parade and this supplemental agreement.

The undersigned driver and passenger understand that they must be present no later than thirty (30) minutes prior to the Parade's start and that they will not be permitted to participate in the Parade if they arrive after its start.

The undersigned driver agrees that s/he will drive her motorcycle in a four-across line with other such participants in the Parade, with speed not to exceed the speed requested by either Parade staff and/or the Minneapolis Police Department.

The undersigned driver agrees that if his/her vehicle should become disabled that they will pull to the side of the Parade route.

The undersigned driver agrees not to reenter the Parade route once s/he has completed his/her run of its length, or any portion thereof, for any reason.

The undersigned parties recognize that failure to abide by the Parade guidelines, the aforementioned rules of conduct in the Parade or the instructions of Parade staff or Minneapolis Police could cause difficulties with the good and orderly operation of the Parade, including its delay or possible early closure. The undersigned parties understand and agree that any adverse actions taken as a result of the undersigned's vehicle's participation in the Parade will result in a \$250 fine and permanent ban in future Parade participation being issued by Twin Cities Pride. Should the Parade be closed prior to its completion due to the undersigned's vehicle's participation in the Parade, the undersigned understand, in addition to the aforementioned fine and permanent ban, that they shall be held jointly and severably liable for all costs resulting from said closure, including refunds to other Parade participants.

The undersigned parties have read and understand the aforementioned supplemental terms of their participation in the Parade and agree to them completely and without reservation. All declarations made by the undersigned are true and accurate to the best of their ability.

Printed Name of Driver	Signature of Driver	Driver's License State/Number
Printed Name of Passenger	Signature of Passenger	Passenger's License State/Number
Motorcycle Make/Model	Motorcycle State/License	Date of Signature(s)

Please retain a copy of this agreement for your records.



Credit/Debit Card Authorization

This form is used to authorize Twin Cities Pride to charge your credit/debit card for a purchase or payment of event-related fees. Please fill this form out completely and return it with your application or order form. If your application or order form has already been submitted, please mail this to:

Twin Cities Pride
P. O. Box 2104, Loop Station
Minneapolis, MN 55402-0104

Credit/Debit Card Information													
Credit/Debit Card Type	<input type="checkbox"/> MASTERCARD		<input type="checkbox"/> VISA		ONLY THESE CARDS ARE ACCEPTED								
Credit/Debit Card Number													
Credit/Debit Card Expiration Date			/	2	0								
Three-Digit Security Code													
Name on Card													
Billing Address	Street Address												
	City					State				ZIP Code			

Business/Organization Information	
Business/Organization Name	
Contact Person	Contact Phone Number

Payment Information	
Amount to Charge (USD)	\$
Payment Issued For	<input type="checkbox"/> FESTIVAL APPLICATION <input type="checkbox"/> PARADE APPLICATION <input type="checkbox"/> OTHER _____

I hereby authorize Twin Cities Pride to charge the amount shown above to the card specified above. I agree to pay the above credit card charges in accordance with the Card Issuer Agreement. I understand that Twin Cities Pride will apply a chargeback fee to my account (\$50.00 USD as of the time this is written), if I initiate a "chargeback" with my credit card issuer, to reverse payment without Twin Cities Pride's permission of any of the charges authorized on this form, and I agree to pay this fee if this occurs.

Cardholder Signature	Date
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OFFICE USE ONLY

AUTHORIZATION	ORDER #
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APPLICATION FOR ANIMAL PERMIT
City of Minneapolis

Minneapolis City Ordinance, Section 74.60, Exceptions; Permit Required.

Any person desiring to keep an animal prohibited under sections 70.10, 74.40 and 74.50, if not duly licensed for such activity under Capters 303 or 304, shall obtain a permit from the animal control officer. Such permit shall be issued for a period not to exceed fourteen (14) days and shall specify further conditions under which such animal shall be kept. Provided, however, that no such permit shall be issued unless such prohibited animal(s) is brought into the city for entertainment, exhibition, show or promotional purposes only and the application is made in such form and within such reasonable amount of time as shall be required by the animal control officer. The animal control officer shall have authority to investigate the conditions and inspect the site at which such animal(s) shall be kept or displayed and to require the production of reasonably pertinent veterinary or similar records to the extent deemed necessary to ensure the safety and health of any person or animal. Permit fees must be paid in full prior to the issuance of any permit under this section.

- a) Class A permit: Required for any hoofed or small animal otherwise prohibited under sections 70.10 or 74.40 brought into the city for an event not open to the general public, including, but not limited to, birthday parties and weddings. The fee for a Class A permit shall be fifty dollars (\$50.00).
- b) Class B permit: Required for any hoofed or small animal otherwise prohibited under sections 70.10 or 74.40 brought into the city for an event open to the general public, including, but not limited to, temporary petting zoos established at community events or festivals. The fee for a Class B permit shall be seventy-five dollars (\$75.00).
- c) Class C permit: Required for any viscous or wild animal otherwise prohibited under sections 74.50 brought into the city for an event open to the general public, including, but not limited to, circuses and sports conventions. The fee for a Class C permit shall be one-hundred fifty dollars (\$150.00).

Fees should be made payable to the City of Minneapolis Finance Department and sent to Minneapolis Animal Control at
212 North 17th Avenue
Minneapolis, MN 55411

APPLICATION FOR ANIMAL PERMIT
City of Minneapolis

Please Print

DATE OF APPLICATION: _____ ACTIVITY NUMBER: _____
(To be generated by Animal Care and Control)

APPLICANT PERMIT INFORMATION

Permission is requested to: _____

Request is for: Temporary usage from _____ to _____
Location (address): _____
Vendor Providing the Animals: _____
Vendor Phone #: _____ Vendor Fax #: _____
Fee Paid: \$ _____ Applicant Phone Number: _____
Applicant Mailing Address (Street, City & Zip): _____
APPLICANT NAME (PRINT): _____
APPLICANT SIGNATURE: _____ DATE SIGNED: _____

RECOMMENDATION

Name of Department: Minneapolis Animal Care and Control Phone Number: 612-370-1435
Staff Recommendation: Approve Deny
Comments: _____

Signature: _____ Date Signed: _____
Attachments: _____ NoticeTo All Equine Owners _____ MDH Handwashing Station Recommendations

FINAL ACTION

Approved by: _____ Department: _____
Effective Date: _____

Please complete the questionnaire below and submit with payment to:
Animal Care and Control Program
212 17th Avenue North
Minneapolis, MN 55411
Checks can be made out to: Minneapolis Finance Department

Please be sure to include a copy of the insurance certificate with each application.

