



# Entry Application

Application Deadline: **June 14, 2025**

The **Kiwanis Club of LaPorte** invites you to submit an application to participate in the 79<sup>th</sup> annual LaPorte 4<sup>th</sup> of July Parade.

Parade Mission: **To amaze, amuse, and entertain our community in celebration of our Nation's birth.**

Parade Theme: **Community Spirit in Full Bloom!**

Parade Start Time: **10:00 a.m. CST, Friday, July 4<sup>th</sup> 2025**  
(Runs approximately 2-3 hours)

Parade Route: **2 miles, east to west along Lincolnway (Hwy 2)**

Entry Fee: **\$ 50 for Non-Commercial Entry**  
**\$ 250 for Commercial Entry**

The following form(s) are designed to provide the required information about your proposed Float, Marching Unit, Vintage Car, or Novelty Entry for the LaPorte 4<sup>th</sup> of July Parade.

All applications are subject to review by the 4<sup>th</sup> of July Parade Committee which reserves the right to accept/reject entry requests in accordance with the 2025 Parade Rules & Regulations.

All application agreements must be read, signed, and accompanied by the appropriate application fee, payable to the Kiwanis Club of LaPorte, PO Box 175, LaPorte, IN 46352

**All applications must be received by June 14, 2025.**

For questions, contact Joy Zigler at 219.608.5719 or [zigler426@gmail.com](mailto:zigler426@gmail.com)

## INSTRUCTIONS TO COMPLETE ENTRY FORM

- 1) **NAME OF ENTRY** - the official name of the entry you are submitting. Please include the name of your organization.
- 2) **CONTACT PERSON** - the name of the contact person for your entry.
- 3) **DATE SUBMITTED** - date entry form was completed and returned to the parade committee.
- 4) **ADDRESS** - the street and/or Post Office box associated with your entry or contact person and where confirmation letter will be mailed.
- 5) **CITY, STATE, ZIP** - the city, state, and zip code associated with your entry or contact person and where confirmation letter will be mailed.
- 6) **HOME PHONE, WORK PHONE, FAX NUMBER, E-MAIL**: contact person's telephone numbers. Please include a number for your organization if necessary. Fax number where we can fax items to you should we need more information. **Confirmation info will be emailed!!**
- 7) **SPONSORED BY** - name of group, organization, or business sponsoring entry.
- 8) **TYPE OF UNIT** - please check the one category that best fits the type of entry you are submitting. If you are not sure which category your entry fits, please call our Parade Chairperson.
- 9) **HANDOUTS** - please indicate if your unit would like to hand out objects, such as candy along the parade route. List the specific object/item you would like to hand out. All hand out objects out will be considered.
- 10) **DESCRIPTION OF UNIT** - describe in detail your entry.
- 11) **LENGTH OF UNIT** - please list the entire length of your unit, including pull vehicles, for line up purposes.
- 12) **NUMBER OF PARTICIPANTS** - please list the number of people participating in your unit on parade day.
- 13) **SPECIAL REQUESTS** - list any special requests you may have. The Parade Committee will do their best to honor special requests when it is feasible to do so. Please remember that all units cannot be at the front of the line up.
- 14) **OTHER 4TH OF JULY PARADE COMMITMENTS** - list time and location if you must be at another parade or if you are coming from another parade.
- 15) **PARADE SPONSORSHIP** – list any sponsorship/contribution that your organization is or would like to contribute.
- 16) **MAILING LIST** - indicate if your entry or organization would like to be on The La Porte 4<sup>th</sup> of July Parade yearly 4th of July mailing list.
- 17) **RETURN DATE** - return entire application to the address listed by the date indicated. Applications received after the deadline date are not guaranteed a spot in the parade line-up.
- 18) **REPRESENTATIVE'S SIGNATURE** - representative must read and discuss the enclosed policies with committee members, then sign the form before returning. Lack of signature may result in denial of application. We thank you for your cooperation in providing the information necessary to complete this task! Please be sure the email address and cell phone numbers are the most up-to-date information. **Most communication will be done through email if possible.**

## **2025 LA PORTE 4TH OF JULY UPDATED PARADE POLICIES**

1. All entries in the LaPorte 4<sup>th</sup> of July Parade must support the **Parade’s Mission to: “Amaze, Amuse & Entertain the masses in Celebration of our Nation’s birth.”**

2. **Application Fee: \$50 for all non-commercial entries/ \$250 for commercial entries.**

All application and sponsorship fees, in excess of current parade expenses, will be used by the Kiwanis Club of La Porte to support future La Porte 4<sup>th</sup> of July Parades, and a portion of such funds may be directed by the Kiwanis Club to benefit children in and around the City of La Porte. **Any individual, group, or company which is a Parade Sponsor receives a Complimentary Parade Entry – no application fee required. (See Sponsorship Application for more details.) Application fee must be paid prior to June 15<sup>th</sup> else parade entry is forfeited.**

3. Parade Starting Time is planned for **10:00 AM CENTRAL DAYLIGHT TIME.**

4. The entry application form must be completed and signed acknowledging the understanding of the policies and guidelines.

- Incomplete forms will not be accepted.
- Entry forms that are improperly completed will attempt to be contacted for clarification.
- Due to space limitations and guidelines, all entries submitted may not be accepted.
- The parade organizers reserve the right to reject any entry at any time, and all decisions are final.
- The general policies and guidelines listed are for the safety and quality of the parade. Failure to abide by these policies and guidelines (and those presented with the parade information packages) may result in the unit’s removal from the parade and jeopardize future invitations.

5. Acceptable parade units include floats, bands, marching units, or novelty units with historic or entertainment value.

- Entries need not adhere to the parade theme but must be appropriately designed as an **acceptable** unit.
- **All commercial vehicles must have appropriate 4th of July decorations.** Please see requirements on the following page under “Vehicles” and “Commercial Business Entries”. The committee may reject entries if necessary.
- **No entry shall espouse social commentary.** No entry shall have a political theme of any kind, with the exception of Political Parties, which are allotted one (1) entry per Party, and it must be approved by the 4th of July Parade Committee.
- Fire Departments are limited to 1 (one) fire truck. **NO EXCEPTIONS!**

### **IN ADDITION, PLEASE NOTE:**

- ***Marching Musical Units:*** Marching musical units are requested to perform the 2-mile parade route.
- ***Equestrian/Animal Units:*** The participants must always have control of their animals. Any animal deemed unsafe in the parade will be removed. **All animal units must provide their own “clean-up”** – “pooper scooper” crew and equipment to follow their unit in the parade. If unit does not arrive to line up with a clean-up crew, it will be pulled from the parade line up.
- ***Floats:*** Floats must be a fully decorated trailer that is self-propelled or pulled by a tow vehicle. It is strongly encouraged that the tow vehicle also be covered, decorated, and incorporated into the float theme. Size dimensions of the float must also be included on the application form. Float applicants must follow the “Parade Float Guidelines”.

- **Specialty Units/Novelties/Marching Units:** Drill, Dance, or Baton teams units will be considered on their entertainment value. Entries requiring vehicles to carry sound systems must notify parade organizers on the application. The type of vehicle must be listed for approval by parade organizers. **Decorated carts or vehicles are required. Stopping to perform is PROHIBITED.**
- **Vehicles:** Vehicles considered for entry must be antique or unique. Vehicles permitted in the parade will be restricted in numbers. Vehicle drivers are encouraged to dress in a manner consistent with the vehicles vintage or unique quality. **NO commercial or private vehicles are allowed in the parade without prior written approval by the parade committee.**
- **Commercial Business Entries:** Commercial entries must be a sponsor of the parade. A commercial business entry **cannot be used as a “major” advertisement** for the sponsoring business.

**\*\*AT NO TIME WILL ANY UNIT OF ANY KIND BE ALLOWED TO STOP AND PERFORM\*\***

6. **No THROWING is allowed** from any unit or vehicle on the parade route. Units wishing to give away ANYTHING **must receive permission** from the 4th of July Parade Committee (via disclosure on entry application and upon receiving approval). Units must provide their own people to distribute to spectators on the curb so as not to interfere with the flow of the parade (which happens when people run into the street to interact with thrown objects).

Only Parade “walkers” will be allowed to distribute candy or other approved items. **NO THROWING items from the vehicles or encouraging children to approach units enroute – THIS ENDANGERS THE CHILDREN.** *Violators will be removed from the parade.*

7. Each unit will provide its own motor power. We suggest that you set up the idle speed of your car to prevent stalling. **Our desire is to present a parade which flows smoothly at approximately 2 MPH and is free of gaps.** The parade starter will instruct you before leaving the starting line on the proper distance to maintain between you and the unit ahead. This distance must be maintained throughout the parade unless you are instructed to do otherwise. There will be Kiwanis volunteers along the parade route who may ask you to alter the space between you and the unit ahead. **Please do not let your unit be the cause of a parade gap. It’s important for your parade walkers to be able to keep up with your unit.**
8. Final position and order of all entries in the parade will be determined by the La Porte 4th of July Parade Committee. Special requests will be accepted for consideration but are not guaranteed.
9. **All Units must be in their line-up position, according to their parade number, by 9:00 AM. The parade begins promptly at 10:00 AM. Please check in with the PARADE STARTERS in your area!!!!**

**Units MUST approach their positions from the EAST end of town to avoid blocked roads and ensure proper line-up. Please contact the Parade Chair before parade day if directions are needed.**

10. **Each POLITICAL party will be allowed ONE vehicle w/float.** Candidates running for office or special guests participating in the Parade **must remain with their float and shall not encroach upon the curb-to-curb area and width allocated to other parade units by falling behind or moving ahead of their vehicle.** All Political Party entries must contact the Parade Chair prior to submitting their application.
11. **Current political officer holders** may join the parade, separately, as Dignitaries, but **are not allowed to use campaign materials in their unit to benefit their party.** *Ex: Joe Smith, for Mayor (Not Allowed); Mayor of La Porte, Joe Smith (Allowed)* All political party entries must contact the Parade Chair prior to submitting their application.

While campaigning is prohibited for all entries, campaigns may be included in the official Parade Sponsor Brochure. Such sponsorship messaging may affirm the candidate or candidate’s position, but it may contain no messaging nor inferences directed at an opposing candidate or party.

12. The Parade Committee no longer has access to convertible vehicles historically provided for transporting Dignitaries or elected officials along the parade route. Such individuals/units will need to obtain such vehicles of their own accord, and complete a Novelty Unit application.
13. **NO** alcoholic beverages will be allowed on the route entries.
14. These policies are established to ensure a safe and enjoyable parade for all. **Any parade entry which does not comply with these established policies will be asked to leave the parade route at the discretion of the Parade Chairperson. They will also be subject to possible suspension from future parades!**
15. The La Porte 4th of July Parade confirmation packet containing your instruction letter, line-up number and map will be emailed to all entries approximately one week prior to the Parade date.

**Deadline for all applications and payment of Entry Fees: June 14, 2025**

**For applications and updated information visit:**

**[www.Kiwanis4thofJulyParade.org](http://www.Kiwanis4thofJulyParade.org)**



# LIABILITY & INSURANCE

**SIGNATURE REQUIRED AT THE BOTTOM FOR ALL PARADE ENTRY APPLICANTS.**

Do you intend to distribute anything (candy, water bottles, brochures, business cards, advertisement flyers, silly string, tokens, water gun spray, etc.) along the parade route?  YES  NO

If YES, please describe: \_\_\_\_\_  
\_\_\_\_\_

Will your float be accompanied by walkers?  Yes  No **(ONLY WALKERS CAN DISTRIBUTE)**

If YES – how many walkers? \_\_\_\_\_

*Please confirm your agreement by signing the below as part of your application to participate in the La Porte 4<sup>th</sup> of July Parade.*

1. I/We understand that for the **safety** of both parade participants and observers, **NOTHING** (candy, water bottles, brochures, business cards, advertisement flyers, silly string, tokens, water gun spray, etc.) **can be thrown, tossed, squirted or ejected** along the parade route. Approved items may only be handed out along the edges of the parade route, at the curbs, and shall not be distributed in a manner which may intentionally or unintentionally encourage parade observers to venture from designated observation areas (such as from curbs or sidewalks) onto the parade route.
2. I hereby acknowledge and state that I am a duly authorized representative of the group/organization submitting this parade application. I have read and understand the 2025 Parade Policies provided with the parade application, and **I have discussed the same with all the members of my group/organization** who will be participating in the 2025 parade. As the group/organization, we agree to abide by all policies and understand that the unit may be pulled from participation and/or our group/organization’s participation in future LaPorte 4<sup>th</sup> of July parades may be affected for violation of said policies.
3. Our unit releases, in full and in total, the Kiwanis Club of LaPorte, the LaPorte 4<sup>th</sup> of July Parade Committee, and all Parade Sponsors from any and all responsibilities and liabilities regarding accidents and injuries while participating in the 4<sup>th</sup> of July Parade. We further agree to indemnify, defend, and hold harmless the Kiwanis Club of LaPorte, the LaPorte 4<sup>th</sup> of July Parade Committee, and all Parade Sponsors from any and all claims or actions arising from our participation in the parade. We further acknowledge that our unit shall have sufficient liability and property damage insurance in case of accident, injury, or property damage.
4. We hereby attest that any/all drivers of our vehicle(s) are at least 18 years of age, maintain a valid driver’s license and that the vehicle(s) will display a current license plate.
5. The representative signs today whether it is a current intention to distribute anything as this signature also releases liability as outlined above. Any future intention to distribute anything during the parade requires this form to be resubmitted.

\_\_\_\_\_  
Representative’s Printed Name

\_\_\_\_\_  
Representative’s Signature

\_\_\_\_\_  
Date

*IF this is a Vintage Car Application, driver’s signature required also:*

\_\_\_\_\_  
Driver’s Printed Name

\_\_\_\_\_  
Driver’s Signature

\_\_\_\_\_  
Date



# Float Application

Application Deadline: **June 14, 2025**

(A fillable online application is available at [www.kiwanis4thofjulyparade.org](http://www.kiwanis4thofjulyparade.org) )

**Float Definition:** A float shall consist of a flat bed or tandem trailer, which is self-propelled or pulled by a tow vehicle. All floats must be appropriately decorated.

Name of Entry (as to be printed in all media) \_\_\_\_\_

Contact Person: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Contact Phone Numbers: cell \_\_\_\_\_ home \_\_\_\_\_

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

Entry Sponsored by: \_\_\_\_\_

Does your float have *music or sound effects*? Yes / No If yes, please describe:

\_\_\_\_\_

What is the total *length of your float* entry? \_\_\_\_\_

Does your entry have *other 4<sup>th</sup> of July Commitments*? Yes / No If yes, please indicate time and location of other commitment: \_\_\_\_\_

**Float Description:** For accurate line up placement and media information, please complete the following. A detailed description of your float is required. Include any previous awards or recognition that you may have received. The information will be used for media releases, on-air TV, streaming or radio coverage during the parade, and general information for Parade Committee. Descriptions shall apply to the Entry, only. Organizational descriptions will not be used.

**Entry Fee:** All Entries are required to pay an entry fee at the time of application.

**\$250 for Commercial/ Business entries \$ 50 for Non-Commercial**

Parade organizers reserve the right to reject any entry at any time, with all decisions final.

Checks shall be made payable to: Kiwanis Club of LaPorte

Parade Application Fee of \$\_\_\_\_\_ is enclosed.

Parade Application Fee of \$\_\_\_\_\_ will be submitted before June 14, 2025

*A reply letter confirming your entry number and staging location will be emailed on June 26, 2025*



# Marching Band Application

Application Deadline: **June 14, 2025**

(A fillable online application is available at [www.kiwanis4thofjulyparade.org](http://www.kiwanis4thofjulyparade.org) )

**Please complete all information then sign & date the Marching Band Application Form**

Name of School/Organization (as printed for all media) \_\_\_\_\_

School/Organization phone# \_\_\_\_\_ email \_\_\_\_\_

Band Director/Contact Name \_\_\_\_\_

Band Director/Contact Email \_\_\_\_\_

Contact Phone Numbers: cell \_\_\_\_\_ home \_\_\_\_\_

Mailing Address:(home or school) \_\_\_\_\_

Secondary Contact Name \_\_\_\_\_

Secondary Contact phone# \_\_\_\_\_ email \_\_\_\_\_

**Band Information:**

Number of individuals in the playing unit: \_\_\_\_\_ Number of Chaperones \_\_\_\_\_

Number of Flag Corps members: \_\_\_\_\_ Number of Color Guard members \_\_\_\_\_

Mascot? Y / N \_\_\_\_\_ Mascot Name: \_\_\_\_\_

**Band Description:**

For accurate line up placement and media information, please complete the following. A detailed description of your band is required. Include any previous awards or recognition that you may have received. The information will be used for media releases, on-air TV, streaming or radio coverage during the parade, and general information for Parade Committee.

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**Entry Fee:** No Entry Fee. Bands are provided a stipend/donation for their performances.

### **Marching Band Rules and Requirements:**

- All routines must be performed in a forward motion.
- Stopping to perform is not permitted.
- Bands are expected to perform their song/selections as much as possible while on the 2-mile parade route.
- Band members should be dressed in traditional band uniform or band approved summer uniform.
- Band leadership and chaperones to be dressed in a manner consistent with band members. *All band members, leadership, and chaperones to actively display pride in their school.*
- If possible, please forward a photograph of your band suitable for printing in the Parade Brochure. A photo may be forwarded to [info@kiwanis4thofJulyParade.org](mailto:info@kiwanis4thofJulyParade.org)

*A reply letter confirming your entry number and staging location will be emailed on June 26, 2025*



# Novelty Unit Application

Application Deadline: **June 14, 2025**

(A fillable online application is available at [www.kiwanis4thofjulyparade.org](http://www.kiwanis4thofjulyparade.org) )

**Novelty Unit Definition:** Any unit which is not a Float, Marching Band or Vintage Car/Unique Vehicle. Examples of such units may include: Clowns, Costume Characters, Animals, Horse Drawn Wagons, Precision Drill Teams, Dance Teams, Equestrian Teams, Dignitaries, Pageant Queens, or other.

Type Entry & entry name as printed in publications \_\_\_\_\_

Number of individuals in the unit: \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Email \_\_\_\_\_

Contact Phone Numbers: cell \_\_\_\_\_ home \_\_\_\_\_

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

Entry Sponsored by: \_\_\_\_\_

Does your unit have *music or sound effects*? Yes / No If yes, please describe: \_\_\_\_\_

## Novelty Unit Description:

For accurate line up placement and media information, please complete the following. A detailed description of your unit is required. Include any previous awards or recognition that you may have received. The information will be used for media releases, on-air TV, streaming or radio coverage during the parade, and general information for Parade Committee.

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**Entry Fee:** All Entries are required to pay an entry fee at the time of application.

**\$250 for Commercial/ Business entries \$ 50 for Non-Commercial**

Parade organizers reserve the right to reject any entry at any time, with all decisions final.

Checks shall be made payable to: Kiwanis Club of LaPorte

Parade Application Fee of \$\_\_\_\_\_ is enclosed.

Parade Application Fee of \$\_\_\_\_\_ will be submitted before June 14, 2025

*A reply letter confirming your entry number and staging location will be emailed on June 26, 2025*



# Vintage Car/ Unique Vehicle Application

Application Deadline: **June 14, 2025**

(A fillable online application is available at [www.kiwanis4thofjulyparade.org](http://www.kiwanis4thofjulyparade.org) )

**Vintage Car/Unique Vehicle Definition:** A vehicle which is 25 years old or older, a classic/antique automobile, or restored farm tractor.

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

Address: \_\_\_\_\_  
Street City State ZIP Code

Email address (required) \_\_\_\_\_

Contact Phone Numbers: cell \_\_\_\_\_ home \_\_\_\_\_

## **Vehicle Description:**

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

Vehicles are allowed a driver and passenger in the front seat, and 2 passengers in the rear seat. It is suggested that those entering vintage/classic/antique vehicles dress in the clothing associated with the period in which the vehicle was manufactured.

**Entry Fee:** All Entries are required to pay an entry fee at the time of application.

**\$ 50 for Non-Commercial Vintage Car/Unique Vehicle Application**

Parade organizers reserve the right to reject any entry at any time, with all decisions final.

Checks shall be made payable to: Kiwanis Club of LaPorte

Parade Application Fee of \$\_\_\_\_\_ is enclosed.

Parade Application Fee of \$\_\_\_\_\_ will be submitted before June 14, 2025

*A reply letter confirming your entry number and staging location will be emailed on June 26, 2025*