

NDSU HOMECOMING PARADE GUIDELINES

NDSU would like to inform everyone that the parade is a community event and everyone from small children, to students and alumni will be attending. These are general NDSU Parade Requirements and they are applicable to all parade units and participants. These requirements can also be found at <https://www.ndsu.edu/homecoming>.

DISTRIBUTION OF MATERIALS FROM THE UNIT

- Only items generally considered for human consumption and individually wrapped may be **HANDED** out by parade units unless specific permission has been granted by the Homecoming Committee (231-7161). To prevent children from running into the streets and to ensure their safety, candy may **NOT** be **THROWN** or **TOSSED** out by persons in vehicles; persons walking alongside the unit must **HAND** it out.
- Handouts, including political literature or campaign materials may be passed out along the parade route. Items must be given out by persons walking along side of unit.
- All handouts/giveaways must be listed on the application form. The Homecoming Committee reserves the right to limit certain types of handouts/giveaways.

CODE OF CONDUCT

- Parade entries are not permitted to display or promote alcoholic beverages or consumption. All units must adhere to the University's Student Code of Conduct, and City of Fargo policies. University policy is available upon request. NDSU will enforce the North Dakota Obscenity Laws. Please keep that in mind when choosing decorations, pictures, music, chants, etc. For more information, please visit: https://www.ndsu.edu/student_life/policies_and_forms
- The use of alcoholic beverages or other illegal substances will **NOT** be permitted prior to or during the parade. Any participants that are believed to be in violation of this policy will be asked to leave the float or the float will be disqualified.

INCLEMENT WEATHER POLICY

- The NDSU Homecoming Parade will proceed RAIN or SHINE. You may decline to march your unit, however, we request that you make provisions for foul weather, as we will not refund registration fees due to inclement weather.
- In the event of inclement weather where NDSU cancels the parade, a refund will be given (e.g. tornado warning).

ASSEMBLY AREA/PARADE ROUTE

- No squeeze bottles or previously opened beverage containers will be allowed in the line-up area or during the parade. They will be confiscated on sight.
- Fire of any sort is not permitted in the parade staging area, parade route, or parade tear-down location; this includes any pyrotechnics. Please refer to the City of Fargo policies if you have questions.
- The NDSU Homecoming Parade Committee reserves the right to control the level of sound coming from your unit.

ALL UNITS

- All drivers must be at least 16 years of age, possess a valid driver's license and proof of insurance.
- Helmets are required for all riders of bicycles, skateboards, and scooter (motorized or not).
- The number of people on any unit may not exceed what can be safely accommodated. If the number on any unit appears unsafe, the Homecoming Parade Committee reserves the right to limit the number of participants on the unit.
- For all units that incorporate walkers, the Parade Committee asks that walkers must be at least 10 years of age. If walking participants are under the age of 10 years old, they will be asked to ride on a float/unit or not participate in the parade altogether.
- For corporations that oversee more than one business, each business would need a separate parade entry if separate vehicles were used (e.g. separate radio station vehicles, multiple restaurants with individual vehicles, etc.). **BUSINESSES WILL BE LIMITED TO 2 FLOATS PER COMPANY.**

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- Any units utilizing animals must be cleared through the Student Activities office at 701-231-7787 or 701-231-7350. Disruptive animals that may cause potential harm to spectators, participants or themselves will be removed from the parade.

FLOATS

- Floats are defined as units that have wheels and are pulled by a vehicle. Tractors under 160 horsepower, cars and small trucks will be allowed to pull floats through the parade.
- Dimensions of the float may **not exceed 15 ft. wide, 13 ft. high and 40 ft. long** (not including the length of the pulling vehicle).
- All motorized units must proceed at a slow parade pace. No stopping, speeding up, skidding, sudden breaking, or car tricks (e.g. break stands) will be allowed.
- All motorized entries must be equipped with working brakes and be in good mechanical condition. Appearance of smoke is not acceptable. The Homecoming Parade Committee reserves the right to make decisions on the mechanical condition of units.
- The running gear of the float must be able to maneuver around corners.
- The NDSU Homecoming Parade Committee and NDSU shall not be responsible for any damages or injuries incurred to floats or their passengers entered in the parade (this includes set-up, during parade, and tear down).
- Float drivers must remain with their floats at ALL times; from time of check in until time the parade is dispersed.
- Participants may not ride float to or from the parade staging area. All participants must be dropped off or picked up as parking will not be available.
- Floats must be in sound condition. No portions of the float can be hanging, suspended, or “floating” off the ground. The Homecoming Parade Committee reserves the right to disqualify any floats that appear to be unsafe.

Decorated Cars

- All decorated cars must be equipped with working brakes and be in good mechanical condition.

Non-Motorized Units

- A non-motorized unit may include any units pulled by animals or walking units. If using animals, must clean up after the animal throughout the parade route and provide documentation of insurance with application.

Political Office/Candidates

- Candidates who are running for a congressional, state elected, state legislative or city/county office are allowed to submit as an independent parade entry and are responsible for applicable entrance fees. Student organization sponsorship is no longer required for political entrants.
- No floats will be accepted that pertain to specific ballot measures.

OTHER INFORMATION

- The Homecoming Parade Committee is comprised of students and staff advised by the Coordinator for Campus Activities. Committee representatives will review all parade units regarding adherence to rules and their decisions are final. Failure to comply with any section of the policy will automatically disqualify the unit from participation in the parade. Any unit violating parade requirements or behaving in an unsafe manner while on the parade route will be removed at that time.
- Violations of any of the above requirements/policies, may lead to units being removed from the parade route at any time and/or being banned from future parades.
- All organizations/departments wishing to enter a unit in the parade must submit a brief description or sketch and an entry form no later than the deadline on the entry form. Forms must be received by 5 p.m on the specified deadline date. **LATE ENTRIES WILL BE CHARGED A \$25 LATE FEE PENDING ACCEPTANCE INTO THE PARADE.**