



Night We Light Parade Registration Form

The First City of Lights Foundation invites your business or organization to celebrate 28 years of light and be part of the annual the Night We Light Parade on Friday, November 29, beginning at 6PM. The parade route will start at the Beltrami County Administrative Building parking lot (on the west side of the building) going east on 8th Street, turning south on Beltrami Ave. to 3rd Street where it will travel west and end at Irvine Ave. Please join us after the parade at the waterfront as we “flip the switch” to illuminate over a half million lights throughout the parks and downtown Bemidji to kick off the holiday season.

If your organization would like to participate, please fill out and send in the registration form by Friday, November 22. There is a \$30.00 registration fee for businesses; there is a \$15.00 fee for non-profit organizations. Pre-registration is required. If you do not pre-register you will be placed at the end of the parade line-up and charged a registration fee of \$40.00, non-profits will be charged \$25.00. **Please make checks payable to the First City of Lights Foundation!**

Parade Guidelines:

- **NO ONE is allowed to throw anything** (candy, trinkets, samples, etc.) **to the crowd from a moving vehicle.** If you would like to hand out items to the crowd, please do so by walking.
- There is absolutely **NO CONFETTI ALLOWED.** Even if it is supposed to be dissolvable or biodegradable confetti. It is too cold this time of year and it does NOT dissolve in the snow.
- If you have horses or another type of animal in the parade, **YOU** are responsible for cleaning up after your animal(s) while the parade is setting up and in progress.
- **Every parade unit must maintain three car lengths between you and the unit in front of you.** Please remember that if you are walking in the parade that you must keep up with the motorized units. We do not recommend letting children walk in the parade unless their parent/guardian feels that they will be able to maintain the pace until the end.
- The parade will begin **PROMPTLY** at 6 PM. **All motorized units should be in place by 5 PM.** All walking units should be in place by 5:30 PM. To avoid delays, please allow enough time prior to these times to set-up your organization’s parade entry.
- Check-in will begin at 4 PM near the Beltrami County Administrative Building in the parking lot that is located on Irvine Avenue between 7th and 8th Streets. **All parade units need to check in by 5 PM and sign or turn in the enclosed Release/Hold Harmless form.** If you do not check in, your spot will be given away.
- There is extremely limited parking. **NO PARKING** will be allowed in the Beltrami County Administrative Building west parking lot. All parking will be off-site on the surrounding streets, so we recommend that you carpool or have someone drop you off.
- **No live Santa Clause on your float!** Please respect that there will be one float with a live Santa Clause as to not confuse children.
- **BE CREATIVE AND HAVE FUN!!!! Thank you for your participation and we look forward to having a great parade!**

If you have any questions regarding the parade, please email firstcityoflights@gmail.com or call FCLF Executive Director Josh Peterson at 218-209-1705 OR President Becky Kummet at 218-556-2776.

Night We Light Parade
November 29, 2024

Online Registration is encouraged.
 Visit firstcityoflights.org to get registered.

Name of Organization or Participant: _____

Contact Person (s) Name: _____

Address: _____

City/State: _____ *Zip Code:* _____

Home/Cell Phone: _____ *Work Phone:* _____

Best time to call: _____ *E-Mail Address:* _____

TYPE OF ENTRY

Type of Entry (i.e. truck w/ trailer, bicycles, car): _____

Vehicle and/or Trailer (Total Length): _____

Walking/Marching – Number of participants: _____ *Horse or Carriage:* _____

Other Animals: _____ *Number of Animals:* _____

Music: YES / NO What kind (live, radio, etc.): _____

Other Details: _____

CATEGORY OF ENTRY (Please check one)

<input type="checkbox"/> **Non-Profit Organization	<input type="checkbox"/> Commercial/Individual
<input type="checkbox"/> **School Organizations	<input type="checkbox"/> Individual/Family
<input type="checkbox"/> **Church Groups	<input type="checkbox"/> Media
<input type="checkbox"/>	<input type="checkbox"/> Horse Mounted Group
<input type="checkbox"/>	<input type="checkbox"/> Festivals/Fairs (For Profit)
<input type="checkbox"/> ***Military (No Fee)	<input type="checkbox"/> Elected Official
<input type="checkbox"/> ***School Marching Bands (No Fee)	<input type="checkbox"/> Political Candidate
<input type="checkbox"/>	<input type="checkbox"/> Car/Truck Clubs

Please enclose the appropriate registration fee made payable to the First City of Lights Foundation:

____ Business/ Organization (\$30.00) ____ ****Non-Profit** (\$15.00) ____ Late Registration (\$40.00/****\$25.00**)

Return this form by November 22 to:

First City of Lights Foundation, Attn: NWL Parade, PO Box 1991, Bemidji, MN 56619

OFFICE USE ONLY		
_____ DATE RECEIVED	_____ AMOUNT PAID	_____ ENTRY NUMBER

**FIRST CITY OF LIGHTS FOUNDATION
NIGHT WE LIGHT PARADE
PARTICIPATION INFORMATION
RELEASE/HOLD HARMLESS AGREEMENT**

Name of Organization or Participant: _____

Contact Person: _____

Mailing Address: _____

Phone (evening): _____ Date of Activity: November 29, 2024

Activity or Event: First City of Lights Foundation Night We Light Parade

Brief Description of Entry: _____

CAUTION: Candy must NOT be thrown from the parade units. (We require that you have participants walk beside your unit to hand any candy to parade viewers.)

RELEASE/HOLD HARMLESS AGREEMENT

In order to participate in this activity, I agree to hold the City of Bemidji and the First City of Lights Foundation harmless, and I waive any right to make claims or lawsuits against the City of Bemidji, the First City of Lights Foundation, or anyone working on behalf of the City of Bemidji or the First City of Lights Foundation for any injuries or damages related to the alleged negligence of the City of Bemidji or the First City of Lights Foundation. This waiver does not apply to any injuries or damages that are the result of any willful, wanton, or intentional misconduct on the part of the City of Bemidji or First City of Lights Foundation. My participation in this activity is voluntary and I understand the effect of this waiver on my legal rights.

If the participant is under 18 years old, a parent/guardian must sign this form.

Signature: _____ Date: _____

Name: _____

**** LIST ALL PARADE PARTICIPANTS ON THE BACK OF THIS PAPER**