



# City of Florence Memorial Day Parade Registration Form

**Memorial Day** is a day when Americans reflect on the sacrifice of those women and men who have given their lives in military service to our country. The City of Florence has a long tradition of honoring Memorial Day with the annual City parade and a ceremony following the parade at the Boone County Veterans Memorial. Please adhere to the following guidelines to maintain the intended decorum of Memorial Day and ensure the safety of all participants and attendees. We appreciate your cooperation in advance.

## IMPORTANT MEMORIAL DAY PARADE REGISTRATION RULES

1. This occasion commemorates Memorial Day, and therefore, floats and other entries must be decorated in the theme of **"Remember and Honor"**.
2. Distribution of any literature is strictly prohibited during the Memorial Day parade.
3. During the parade, we kindly ask participants to refrain from engaging in any political activities. This encompasses the display of political campaign materials such as banners, signs, or flags, as well as the distribution of political literature or paraphernalia. In the spirit of honoring Memorial Day, individuals aspiring for political office are encouraged to honor the significance of the occasion and refrain from engaging in political campaigning during the parade.
4. Car clubs are permitted a maximum of fifteen (15) cars for entry in the parade.



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## IMPORTANT MEMORIAL DAY PARADE REGISTRATION RULES

1. For-profit businesses are permitted no more than two (2) vehicles for your individual business entry into the parade.
2. The parade ends immediately at the north entrance of the Florence Government Center on Ewing Blvd. However, groups MUST carry on and make a **left onto Veterans Memorial Drive and proceed to the NKY Health Department** lot before leaving formation, breaking down floats, or being picked up.

A solid gray rectangular box intended for a handwritten signature.

Signature

A solid yellow rectangular box intended for a handwritten date.

Date

**\*By signing, you acknowledge and accept the aforementioned conditions for participation in the City of Florence's Memorial Day Parade. Failure to adhere to these terms may result in denial of entry into the parade lineup and/or exclusion from participating in future City of Florence events.**



## City of Florence Memorial Day Parade

### Parade Categories

All parade entries should reflect the patriotic spirit of this family-oriented event and honor fallen service men and women. The parade is not meant to be an advertising opportunity but rather a tribute to our veterans. The City of Florence has identified and prioritized the groups to be admitted as follows:

**Category 1.** Current Military and Veteran groups

**Category 2.** Music and dance groups

**Category 3.** Floats by corporate or nonprofit organizations

**Category 4.** Emergency service providers, Police and Fire Departments

**Category 5.** City of Florence/Boone County vehicles and programs

**Category 6.** City of Florence/Boone County Dignitaries Representing the City of Florence/Boone County

**Category 7.** Car clubs or individuals owning antique or classic cars

**Category 8.** City of Florence/Boone County civic and nonprofit organizations - including sports teams

**Category 9.** City of Florence/Boone County-based commercial businesses

**Category 10.** Non-City/County-based civic and non-profit organizations

**Category 11.** Other entrants selected by the City of Florence based on the enhancement offered to the parade



# City of Florence Memorial Day Parade

## **Application and Acceptance**

Parade entry registration for the 2025 Memorial Day Parade can be submitted either in writing or via email, utilizing the Official Memorial Day Parade Entry Registration Form. The deadline for entries is set for Friday, May 9, 2025. Following submission, all applications will undergo review by the City of Florence, with decisions expected to be finalized by Tuesday, May 13, 2025. It's important to note that decisions made by the City of Florence regarding parade entries are considered final. Additionally, participants are required to furnish up-to-date and precise publicity information regarding their unit, which will be utilized by parade narrators.

## **Parade Day Requirements**

Parade line-up details and maps will be emailed on Monday, May 19, 2025. On the day of the parade, Monday, May 26, 2025, line-up and staging activities will commence promptly at 8:00am. It's important to note that all vehicles not actively participating in the parade must be parked in the designated area located at the rear of Boone County High School. Only vehicles intended for use in the parade will be permitted within the staging areas. Participants are required to check in with the City of Florence zone leader upon their arrival. Trash containers will be made available in the parade staging areas, and it is the responsibility of all participants to ensure proper cleanup measures are observed.

## **Parade Regulations**

To ensure consistency with the Memorial Day Parade, all signage utilized by parade units must align with the theme. Each unit is typically limited to two vehicles, unless explicit approval has been granted by the City of Florence beforehand. Maintaining appropriate spacing between units and adhering to the designated parade pace are essential for the smooth progression of the event. Any units causing disruptions or delays may be subject to removal from the parade. While candy distribution to spectators is permitted, it must be done safely, with tossing overhanded strictly prohibited. Additionally, participants with animals are required to list them on the entry form and promptly address any cleanup needs. Furthermore, all participants are expected to demonstrate courteous and respectful behavior throughout the duration of the parade.



# City of Florence Memorial Day Parade Official Registration Form

Name/Organization:

Contact Person:

Address:

Contact Number:

Email:

How much space will your group need (in feet) for the line-up?

Entry Details (float, vehicles, walking group, etc.) Please complete all that apply:

Yes	No
Yes	No
Yes	No
Yes	No
Yes	No
Yes	No

How will you support the theme of “Remember and Honor”?

For announcing purposes, please provide a description of you group:

Person to contact in case of emergency:

Contact Number:

Return to:

City of Florence Attn: Tina Benjamin  
8100 Ewing Blvd., Florence, KY 41042  
[tina.benjamin@florence-ky.gov](mailto:tina.benjamin@florence-ky.gov)