

Float Description Form

Please Return by 11/21/2025

Full Name of Business/Organization: _____

Contact Person: _____ Phone: _____

Email Address: _____

Mailing Address: _____

City: _____ State: _____ ZIP: _____

Designation Category (Choose only one): ☐ Business ☐ Organization (non-profit)

Help us showcase your entry! Please write a clear, informative, and easy to read summary that highlights the unique features of your float.

How many volunteers assisted with creating your float? _____

How many hours did they work to assemble the entry? _____

Approximately how many lights are on your entry? _____

Do you have any special effects on your entry, if so please describe? _____

Have you participated in this parade in the past, if so – how many times? _____

Theme of Entry: _____

Music: _____

Description of entry: _____

Why do you participate in the Festival of Lights Parade? _____

Anything else that you think would be interesting or beneficial to share? _____

Please complete this form, even if you do not wish to be included in the judging. If the parade is televised, this information will be used to assist in identifying floats.

Winners will be announced on our Facebook page and website.

Please mail or email to: Festival of Lights Parade

% Connie Olson

5550 Solitaire Drive

Rapid City, SD 57703

Phone: (605) 381-4204

festivaloflightsrc@gmail.com

IMPORTANT CHECKLIST FOR PARTICIPANTS

Please read through your packet thoroughly!

Make a copy of this sheet for the driver or main contact for your float.

Thank you so much for participating in the Festival of Lights Parade! Our goal is to create a wonderful and safe holiday experience for the community. You play a key role in achieving this. Please adhere to the following rules. If you have any questions, visit our website at www.festivaloflightsrc.com or call (605) 381-4204.

- ☐ **Return your *Float Description Form* no later than Friday, November 21.**
The *Float Description Form* is included in this packet.
- ☐ **You must enter the Staging Area from East St. Patrick Street between 4 p.m. and 5 p.m. for check-in and line-up.** Line-up order will be on a first-in, first-out basis. You will be directed by Parade Officials; please follow their instructions to avoid delays. **Animal units will stage in designated areas.** Please contact Connie Olson (605) 381-4204 if you are unsure of your staging location.
- ☐ **No live Santas!** Santa will ride on a float determined by the committee and he will be the final float in the parade.
- ☐ **No walkers!** Entries travel 3 miles along unlit streets that may be wet and icy.
- ☐ **All motorcycles, bicycles, and unicycles must be affixed to floats.** They may not ride independent of the float without approval from the Festival of Lights Chair.
- ☐ **You must have a Type-2ABC Fire Extinguisher** on your float. This will be verified by our check-in crew. Please have a representative with your entry at all times.
- ☐ **Display the float number (which you'll be provided)** on the passenger side of the windshield of the tow vehicle.
- ☐ **No candy or other items may be handed out or thrown before, during, or after the parade.** This is a safety issue and will be strictly enforced.
- ☐ **Non-parade vehicles are not allowed in the Staging Area.**
- ☐ **The parade will begin at 6 p.m. at Main Street and East Boulevard. All entries will exit the Parade Route by continuing east on St. Joe Street to East St. Patrick Street.**

FOR SAFETY REASONS, NO ONE WILL BE ALLOWED TO RIDE ON THE ROOFTOPS OF VEHICLES!