



H I L O

HILO DOWNTOWN IMPROVEMENT ASSOCIATION

---

## 32<sup>nd</sup> Annual Hilo Downtown Christmas Light Parade

Aloha! Hilo Downtown Improvement Association proudly presents the 32<sup>nd</sup> Annual Downtown Hilo Christmas Light Parade themed "Storybook Christmas" on Saturday, November 25, 2017. We are proud to continue this long-standing tradition for the Keikis of our Hilo Community and will also be collaborating a special event in the heart of Downtown Hilo on Kamehameha Avenue. Please join us in welcoming the Holiday season to the Big Island of Hawaii. The parade will commence promptly at 6 p.m. Participants are asked to check-in and line-up behind Bayside Chevron at 4:30 p.m.

Enclosed, please find the Rules and Regulations, Participants Agreement/Registration Form, and a map of this year's route and staging area. Forms must be postmarked no later than Saturday, November 18, 2017 to "qualify for prizes" for the Decoration and Light Contest. Parade Registration forms will be accepted up until the day of the parade, no later than 4:00 p.m. However, you will not be eligible for any prizes. Parade line up placement will be assigned on a first come, first serve basis upon receiving the completed application so the earlier you get your application in, the better!

This year, the Christmas Parade Route has been changed to the reversed route due to the light up Downtown Hilo efforts (light motifs and decorations). This year's Judges will be located on Kamehameha Avenue near the Mo'ohau Band Stand in the Heart of Hilo. Participants will be judged on the best presentation and use of lights. We encourage everyone to embrace the holiday spirit by decorating and LIGHTING UP your floats and vehicles with Christmas lights, dressing yourself festively and LIGHTING UP with battery operated Christmas lights. A 1st place prize, 2nd place prize and 3rd place will be awarded in each of the four categories. Marching Unit, Marching Band, Small Float (15 feet or less), and Large Float. (12 prize places total)

If you wish to be a part of this year's Christmas Parade, please mail your completed Participants Agreement/Registration form to:

Hilo Downtown Improvement Association  
32<sup>nd</sup> Annual Downtown Hilo Christmas Parade  
P.O. Box 37  
Hilo, Hawaii 96721

Or email to: [HiloChristmasParade@gmail.com](mailto:HiloChristmasParade@gmail.com)

As a reminder, please review the parade Rules and Regulations. The safety of you and everyone around you is our main concern. Participants violating the Rules and Regulations will be ineligible for prizes and removed from the parade. There will be NO PARKING within the staging area. Only vehicles participating "IN" the parade will be allowed in the staging area. Due to spectator complaints, we ask that all vehicles refrain from honking their horns throughout the parade.

If you have any questions or concerns, please feel free to contact Lani Shigehara at (808) 960-0039 or Mat Estrada at (808) 339-4500. Because you are very important to us and if we are unable to take your call at that moment, please leave us a detailed message and we will return your call as soon as possible. Thank you very much for your time, attention and regard in this matter. We look forward to hearing from you.

Mahalo nui,

Lani Shigehara Walters  
President  
Downtown Improvement Association  
(808) 960-0039

Mat Estrada  
Secretary  
Downtown Improvement Association  
(808) 339-4500



HILO

HILO DOWNTOWN IMPROVEMENT ASSOCIATION

32<sup>nd</sup> Annual Hilo Downtown Christmas Light Parade

**PARTICIPANTS AGREEMENT/REGISTRATION FORM**

THIS AGREEMENT dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017 by and between HILO DOWNTOWN IMPROVEMENT ASSOCIATION and \_\_\_\_\_ (hereinafter referred to as "Participant").

WITNESSETH:

WHEREAS, Hilo Downtown Improvement Association (Operators) will conduct the 32<sup>nd</sup> Annual Downtown Hilo Christmas Light Parade (hereinafter referred to as "Parade") on Saturday, November 25, 2017 commencing at 6 p.m. in Hilo, Hawaii; and

WHEREAS, Participant is willing to participate in said parade at the above stated date and time; and

NOW, THEREFORE, in consideration of the premises and mutual undertakings herein contained, the parties agree as follows:

1. Participant acknowledges reversal of the Parade Route and understands said route.
2. Participant represents that he/she is duly authorized to execute this Agreement for the organization and binds all persons participating herein.
3. Participant has received a copy of the Rules & Regulations governing the Parade, and has fully read the same and understands the conditions and agrees to abide by said rules and regulations which are incorporated by reference herein.
4. Float Participant agrees to:
  - A. Maintain its respective vehicle or unit throughout the starting, parade and finishing periods.
  - B. Obtain and maintain permits, licenses and insurance as required for motor vehicles participating in the Parade.
  - C. Hold the Operators harmless from any liability or loss resulting from or caused by negligent condition, use or operation of the vehicles or negligent conduct of marching unit participants, and indemnify the Operators for any loss incurred herein.
  - D. Be responsible for safeguarding and caring for its vehicle, equipment or marching unit from the time they are placed in the Parade until its completion. The Operators shall not be responsible for protecting said equipment from theft, crime, accident or lost from any cause, whatsoever, and Participant agrees to hold the Operators harmless from any loss resulting there from.
  - E. Release and hold the Operators harmless for any injury sustained by members or participating groups while at the assembly area, during the parade or at the finish area.



H I L O

HILO DOWNTOWN IMPROVEMENT ASSOCIATION

32<sup>nd</sup> Annual Hilo Downtown Christmas Light Parade

I have read the above agreement and rules and regulations and fully understand the consequences in the event of a violation on our part.

Signature \_\_\_\_\_

Date \_\_\_\_\_

PLEASE PRINT CLEARLY:

Organization/  
Participant's Name: \_\_\_\_\_

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

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

Phone No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

Parade Entry Name: \_\_\_\_\_

\_\_\_\_\_ Marching Unit:

\_\_\_\_\_ Marching Band

\_\_\_\_\_ Small Float (15 feet or less)

\_\_\_\_\_ Large Float

\*Will you be playing any music?: Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what type of music: \_\_\_\_\_



H I L O

HILO DOWNTOWN IMPROVEMENT ASSOCIATION

---

32<sup>nd</sup> Annual Hilo Downtown Christmas Light Parade

**RULES AND REGULATIONS**

1. **GENERAL ASSEMBLY:** The parade will begin at 6 pm on Saturday, November 25, 2017 RAIN OR SHINE. The assembly area will be behind Bayside Chevron gas station on Piopio Street. Each unit's waiting area will be designated by signs. All parade participants are asked to be assembled in their assigned locations by 4:30 p.m.
2. **SANCTIONS:** Any participant violating these Rules and Regulations are at the discretion of Hilo Downtown Improvement Association deemed to be acting in such a manner as to be dangerous to the public or other participants, will be ineligible for prizes, removed from the parade and/or not allowed to participate in the parade or any future parades.
3. **NO "THROWING" OR PASSING OF CANDY AND OTHER ARTICLES:** These include flowers, brochures or the like, without prior approval by Hilo Downtown Improvement Association Downtown Hilo Christmas Light Parade Committee.
4. **NO ONE IS TO DRESS UP AS SANTA.**
5. **PARTICIPATION:** Participation in the parade is based on the intentions indicated in the Registration Form, compliance with the Rules & Regulations, the signing of the Participant's Agreement, and providing positive impact to the parade as determined by Hilo Downtown Improvement Association. Hilo Downtown Improvement Association reserves the right to refuse participation to anyone who changed their initial intentions of participation without the agreement of Hilo Downtown Improvement Association or violates the Rules & Regulations, or does not have a completed Participant's Agreement, or at the discretion of Hilo Downtown Improvement Association those who would not provide positive impact to the parade. Due to spectator complaints we ask that all vehicles refrain from honking their horns throughout the parade.
6. **SAFETY RULES:** For the safety of the public and the well-being of all participants, the following rules will be strictly adhered to:
  - A. No alcoholic beverages, drugs or intoxicating substances may be consumed or used during the staging period, during the parade, or during the clean-up period.
  - B. All vehicles must have a duly qualified licensed driver.
  - C. If an emergency vehicle(s) need to pass through the parade route, all participants shall move to the right side of the parade route to allow the emergency vehicle(s) to pass.
  - D. All vehicles and drivers will be subject to inspection for proper registration, driving credentials, and necessary equipment for the vehicle required by law.
  - E. Vehicles over 10,000 pounds GVW must have an operable fire extinguisher.
7. **DECORATIONS & LIGHTS:** Although there are no restrictions concerning the type of decorations that can be used, SAFETY SHOULD BE YOUR PRIMARY CONCERN. Participants must insure that the decorations will not fall off the vehicle, or interfere with utility or other wires, lights, and other objects along the route. The name of the group must be posted on both sides of the float. All participants are responsible for the proper disposal of their decorations after the parade. Since it's a CHRISTMAS LIGHTED PARADE, WE ENCOURAGE ALL PARTICIPANTS TO INCORPORATE CHRISTMAS LIGHTS INTO THEIR DECORATIONS.
8. **ENTRY FEES:** No entry fees will be assessed to parade participants.
9. **PARADE ROUTE & STAGING AREA:** A map of the parade and staging area will be posted at [downtownhilo.com/christmasparade](http://downtownhilo.com/christmasparade). Participants should review the route prior to the parade. The parade will be over once the last participant reaches the finish location. Floats should be dismantled at the finish location to avoid contribution to congestion and disruption to the flow of traffic.



HILO

HILO DOWNTOWN IMPROVEMENT ASSOCIATION

32<sup>nd</sup> Annual Hilo Downtown Christmas Light Parade

**NOTICE TO MOTORISTS**  
32nd Annual Downtown Hilo Christmas Light Parade  
**ROAD CLOSURE**  
Saturday, November 25, 2017

**Pauahi Street, Kamehameha Avenue, Waiānuenue Avenue, Keawe Street, Kilauea Avenue will be closed on SATURDAY, NOVEMBER 25, 2017 from 6:00pm to 9:00pm**  
Call Lani at 960-0039 for more information

Legend: Road Closed







**HILO**

HILO DOWNTOWN IMPROVEMENT ASSOCIATION

32<sup>nd</sup> Annual Hilo Downtown Christmas Light Parade

**DONATION REQUEST FORM**

We are humbly reaching out for your support to continue this long-standing tradition for our Hilo Community. All monetary contributions will go towards event insurance, advertisement of the parade, police officers to assist with traffic points and security and most of all candy for the children from Santa. We hope to continue to make the Christmas Light Parade an enjoyable event for the families and children in our Hilo Community. Donors name will be added to the Christmas Mahalo Banner that is showcased at the end of the Parade.

**Please complete form & attach with donation**

<b>Date:</b>
<b>Company Name:</b>
<b>Contact Name:</b>
<b>Address:</b>
<b>Phone No.:</b>

**Please check one of the following:**

<input type="checkbox"/> <b>Monetary Donation</b> <ul style="list-style-type: none"> <li>• Please make checks payable to: <b>DIA</b></li> <li>• <b>Memo: Downtown Hilo Christmas Light Parade</b></li> </ul>	<b>Donation: \$</b>  <b>Check #:</b>
<input type="checkbox"/> <b>Candy</b>	<b>Qty:</b>
<input type="checkbox"/> <b>Other (specify):</b>	

***Thank you for your generous support!***