



# United Caribbean Association of Philadelphia

## Philly Carnival

### June 15th, 2024

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For Philly Carnival 2024 and beyond, we would like to maintain a positive image of carnival and the way we would like it to be portrayed. We also want to continue concrete rapport with the City of Philadelphia. Please be mindful of the product you produce and display. We understand it is out of your control once a costume is sold. We ask that you assist us in continuing a respectful, splendor and fun filled carnival.



# I. DEFINITIONS

- A. Assembly Area:  
Belmont Drive & Chamounix Drive
- B. Starting Line:  
Chamounix Drive, Fairmount Park, Philadelphia
- C. Parade Route:  
Along Chamounix Drive. More information to follow at a later date.
- D. Flow of Parade:  
The continuous movement of bands; while allowing for dancing to music provided by a registered truck and/or moving float. Mas bands are not required to provide music or music trucks.
- E. Release Point:  
The area at which an element reports after being released from the parade (which is determined by drawing position). Trucks/Floats proceed to assigned numbered locations as indicated.
- F. Band/Individual:  
A registered entrant consisting of a group, referred to as a Mas Band, Marching Band or a single person portraying an Individual Character with a Mas Band.
- G. Judging:  
Judging will be assigned to a select group of individuals. Judging time will be approximately 3 minutes per section staging area.  
Judging is based solely on the performance of the masqueraders. It is not based on the music. Masqueraders can be judged even without music.  
The judging criteria of Bands and Individuals will include:
1. Overall Creativity/Originality
  2. Clarity of Theme
  3. Costume Design
  4. Overall Presentation



H. Band Leader:

One who registers a Band and accepts personal and full responsibility to the United Caribbean Association of Philadelphia (“UCAP”) and the Fairmount Park Commission to ensure the costumed bands, Individual Characters and marching bands participating in the parade, adhere to parade rules and regulations. UCAP will identify Captains, UCAP Officials and Security Marshals.

## II. CARNIVAL RULES & REGULATIONS

1. Drawing for Band positions for the parade will be TBD 2023. PLEASE NOTE THAT THE DRAWING OF POSITIONS IS FINAL. BANDS THAT FAIL TO LINE UP AND PROCEED ALONG PARADE ROUTE IN THEIR ASSIGNED POSITIONS WILL DISQUALIFIED FROM JUDGING AND WILL BE INELIGIBLE TO WIN ANY PRIZE.
2. All Bands must assemble in ready positions between 10am and no later than 10:30am. Band #1 must be ready to move at 11am.
3. Each parade entry will be required to provide evidence of Liability Insurance Coverage by May 10, 2024.
4. No Individual or Band will be allowed to take part in the parade without formal registration with UCAP or prior approval of UCAP.
5. Bandleaders are required to control their members and ensure lawful conduct while participating in the streets of Philadelphia.
6. Participants are expected to conduct themselves courteously, lawful, safely and in good taste at all times during the parade’s formation, execution and dismissal.
7. Throwing and/or giving of any objects to the crowd from the parade participants will not be allowed



8. Once your Band has crossed the starting line, it must maintain the specified interval between elements. Intervals between elements will be between fifteen (15') and twenty (20') feet. The UCAP Official Parade Coordinator at the parade starting point will control the original interval between units.
9. Each parade Band or element will be assigned a "Captain". Your parade "Captain" will direct your element to maintain the proper interval along the line-of-march.
10. A UCAP Official will monitor the parade route. A "Security Marshal" will be in contact with emergency medical services (EMS) and technical services will interact with "Captains" during the parade.
11. No one without a costume (i.e., organization uniform or costume, etc.) will be allowed to march in the parade. A limited number of band staff or support staff must be dressed in colors identifying them as part of the band.\*\* (see #19 for exceptions)
12. No unauthorized vehicles, including cars and vans will be allowed in the line-of-march.
13. All Captains, UCAP Officials, Band Directors and Security Marshals are to march on the opposite side of the judging area.
14. At no time will any Band be permitted to stop and perform any form of choreography along the line-of-march with the exception of the judging area. All special movements, acts, formation changes or demonstrations will be performed while moving forward and at the speed necessary to maintain the specified intervals. Bands that do not follow the procedure may immediately be pulled out of the parade and possibly disqualified from consideration for future parade appearances.
15. Bands are expected to play continuously. In the event this expectation becomes physically challenging, Bands are expected to alternate between music and cadence. It is important to note that you will have a new audience every step and in every block. If the parade stops for any reason, your group is on stage and is expected to entertain the audience.
16. It is important that Bands begin playing their stage selection as they step across the judging line; a UCAP Official will cue your Band to enter the judging area.



17. It is the responsibility of Band Directors to ensure that all non-masqueraders are removed from the band within 20 feet of the judging area. Bands must not enter the judging area with non-masqueraders.
18. Bands are reminded that they are a part of the parade until they are released after passing through the judging area.
19. Any vehicles registered for the parade must have proper vehicle registration and insurance and provide proof of such. Drivers of vehicles will be required to provide current drivers' licenses. Band registration place cards will be issued for vehicles one week prior to the Carnival.
20. The UCAP Board has approved that any registered competing band can have one (1) T-Shirt section, however, the Board must approve the T-Shirt design at least 3 weeks prior to participation. T-Shirt designs must be consistent with normal expectations of decency.
21. The Board has also approved that any registered band can have one (1) powder Section. The powder Section disbursement plans and types (oil/mud) must be approved by the UCAP Board and the Parade Activities Committee prior to participation. Bands that misrepresent themselves in the registration process as a costumed or marching band will be pulled and disqualified from consideration for future parade appearances.
22. By registering as a Mas Band for Philly Carnival 2024, each band and its band leaders agree to conduct themselves in a professional manner both during Philly Carnival and at other times, including with respect to postings on any social media platform (e.g. Facebook, Twitter, Snapchat or Instagram). At no time shall any band or band leader encourage or make any disparaging remarks about Philly Carnival or UCAP. Such behavior undermines efforts to establish a sustainable carnival tradition in Philadelphia and may result in disqualification up to and including suspension or banning from the Carnival.



### III. BAND REGISTRATION & REQUIREMENTS

- A. All bands must be registered to participate in the parade.
- B. Registration Fees for 2024:
  - 1. Regular Registration Fee is \$400 by money order or cash if PAID ON OR BEFORE APRIL 12, 2024
  - 2. Late Registration Fee is \$500 for payments after April 12th, 2024 (date and fee are non-negotiable and non-refundable).
  - 3. **No band registrations will be accepted after MAY 17, 2024.**
- C. To participate in Philly Carnival 2024, each band must:
  - 1. Submit a completed Band Registration Application along with the applicable Registration Fee.
  - 2. Provide a copy of an insurance certificate **by the deadline of MAY 17, 2024.**
- D. Registration requirements include:
  - 1. Paid Band Registration Application Fee
  - 2. Participation in Philly Carnival organized launch for all bands
  - 3. Band Registration(s) for Individual Character(s), if applicable, fees will be determined at a later date
  - 4. Acceptance Letter from UCAP
- E. Registered Bands/Units will be instructed to move into the line-of-march by a UCAP Official. After your Band/Unit has been instructed to assemble on Chamounix Drive, you should be prepared to move as instructed. You are required to maintain the indicated interval space of 25 to 50 feet between your band and the band in front and to maintain the correct flow of the parade.
- F. The Parade will not be delayed for final preparation by any Band or for an Individual Character.



# Philly Carnival Band Registration From

*June 15th, 2024*

Band registration fee, as specified above, must be submitted with application

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Name of Band

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Band Leader's Name

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Band Leader's Address

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Phone (Day/Eve)

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Email

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Other Contact Person

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Phone

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Projected Number of Masqueraders







# Waiver & Release of all claims and assumption of risk

We/I \_\_\_\_\_ hereby release, waive and discharge the “Philly Carnival” Committee, UCAP and the City of Philadelphia, Pennsylvania and its officers, officials, employees, agents, volunteers and contractors (collectively, the releases) from any and all liability claims of any kind whether for personal injury, property damage relating to leading and participating in a masquerade band in the Philadelphia Caribbean Carnival and Parade (“Philly Carnival”).

I am signing this agreement freely and voluntarily, having read and understood it and with a full opportunity to consider its substance and with the intention of fully and unconditionally assuming the risks and releasing the liabilities as described above in this agreement.

\_\_\_\_\_  
Date (print)                      Authorized Signature (sign)                      Name of Authorized Person

PLEASE COMPLETE AND RETURN



# LIABILITY INSURANCE REMINDER

*Parade Entry Liability Insurance  
Certificates Are Due By MAY 17, 2024*



## **Contacts for Pick up Application - Drop off - Payments**

*Danielle:* (267) 800-7946

*Lester:* (267) 591-0569

*Ayanna:* (347) 731-6470