



2024 Portland Pride

Parade Contingent Registration Info

Portland Pride Parade
Sunday, July 21, 2024 at 11:00 AM
Steps off from the North Park Blocks

Introduction

As a program under Pride Northwest, Inc., a 501(c)3 nonprofit organization, the Portland Pride Waterfront Festival and Parade relies on the generous support of corporations, businesses, individual donors, and volunteers. With your partnership, we will continue to increase the visibility and prosperity of Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, 2 Spirit people and all those under the rainbow alphabet umbrella (LGBTQIA2S+). Your partnership supports our ability to celebrate the diversity, accomplishments, and contributions of Oregon and Southwest Washington's LGBTQIA2S+ community.

In this packet, you'll find information about:

- Who Should Apply
- Parade Contingent FAQs
- Parade Contingent Rules and Regulations
- Portland Pride Code of Conduct
- Parade Contingent Application (Example)

Who Should Apply?

We seek involvement from parade contingents who affirm and demonstrate alignment with our mission and the history and purpose of Pride:

- Pride Northwest seeks to empower every LGBTQIA2S+ person to live as their true self and to create a future where all people are valued and celebrated for who they are.
- Pride commemorates and continues the fight against discrimination and the struggle for equality, for LGBTQIA2S+ persons and their families.
- Pride Northwest is committed to creating inclusive spaces that intentionally honor the intersectional identities of our BIPOC community members, and celebrating this cultural diversity.

Parade Contingents FAQs

The Portland Pride Parade is approx. one mile in length and takes approx. 20-30 minutes to complete the parade once you enter the parade route. Depending on where a contingent in the parade is located, contingents can expect to wait 2-3 hours before they enter the parade route.

When/Where is the Portland Pride Parade?

The Portland Pride Parade is on Sunday, July 21, 2024. The Parade launches at 11:00 AM from the North Park Blocks. The staging area for the parade is in the North Park Blocks. The parade follows a path through downtown Portland ending on Naito Parkway at the Portland Pride Waterfront Festival.



When and How do I apply?

In order to provide a more equitable and transparent process, Pride Northwest is moving to an application based registration process in 2024. We are prioritizing the LGBTQIA2S+ nonprofit and business community by offering a period of early registration. In addition, in alignment with our commitment to help connect the LGBTQIA2S+ community with local resources, allied nonprofits will also be eligible for an earlier registration date.

See below for a list of dates of priority registration. If you are not sure which registration date applies to you, please contact Kari Anne at khorton@pridenw.org. Applications that don't fall under the early registration qualifications will be returned and requested to apply at the correct date and time.

LGBTQIA2S+ focused local/regional nonprofits and local community groups

- Friday, February 2, 2024 at 12:00 PM

LGBTQIA2S+ owned businesses

- Friday, February 9, 2024 at 12:00 PM

Allied local/regional nonprofit and local community groups

- Friday, February 16, 2024 at 12:00 PM

Registration Opens for Everyone

- Friday, March 1, 2024 at 7:00 AM



Application Process

Step 1 - Submit Parade Contingent Application

Step 2 - Pride Northwest Staff Reviews your Application

Step 3 - Email Notification within two business days

Apply by going to the Portland Pride website (portlandpride.org), select the **Get Involved button** in the top menu and select **Be in the Portland Pride Parade**. Follow the instructions from there on how to apply to be a parade contingent. The earlier an application is submitted the better chance you have of being approved.

How will I know my application was approved?

Parade Contingents will receive an email notification after their application has been reviewed by Pride Northwest staff.

How much does it cost to participate in the parade?

There are 7 parade categories. If you are a business or nonprofit that has offices, employees, or operations outside of Oregon/SW Washington area then you are considered a National business or nonprofit.

Contingent registration includes ONE vehicle or float (can be towed), and up to 200 marchers. One additional vehicle is allowed for an additional fee. Please notify Pride Northwest of any golf carts, scooters, and other forms of transportation. These are allowed for no additional fee with prior notification.

Payment options include Bank Card (Credit or Debit), ACH, Check, or Money Order. When applying using a Bank Card payment info is required in order to submit your application. ACH, Check, or Money Order payments must be received within 10 business days of notification of acceptance into the Portland Pride Waterfront Festival or registration may be released.

Cat. #	Parade Category	Price
1	Oregon/SW Washington LGBTQIA2S+ focused nonprofit and unincorporated groups w/ budget less than \$30k	\$165
2	Oregon/SW Washington allied nonprofit and unincorporated groups w/ budget less than \$30k	\$247
3	Oregon/SW Washington LGBTQIA2S+ owned businesses with less than 20 employee	\$385
4	Oregon/SW Washington based nonprofit or local businesses with less than 20 employees	\$440
5	Oregon/SW Washington based nonprofit or local businesses with more than 20 employees	\$715
6	Municipalities, Educational, and government agencies (and associated bodies)	\$715
7	National businesses and nonprofits	\$1430

What is your refund policy?

Refunds are assessed a \$20 fee and provided on the schedule below. The refund amount is the percentage paid of the parade contingent fee minus the refund fee.

100% Refund available until April 1, 2024

50% Refund available until May 15, 2024

25% Refund available until June 15, 2024

No refunds available after June 15, 2024




Parade Contingent Rules and Regulations

AGREEMENT. Parade entrants agree to comply with the rules of the Portland Pride Waterfront Festival and Parade as listed in this form and additional rules deemed necessary for the safe conduct of the Portland Pride Waterfront Festival and Parade and related activities. Failure to comply may cause denial of entry to the parade, festival, and/or jeopardize future participation with Pride Northwest and the Portland Pride Waterfront Festival and Parade. Your registration signals agreement and compliance with the aforementioned Rules and Regulations.

AGREEMENT MODIFICATIONS. Pride Northwest, Inc. reserves the right to adjust reservations and policies at their discretion, or as needed, in order to manage the Portland Pride Waterfront Festival and Parade.

ANIMALS. All animals must be on a leash and attended to at all times. Each contingent with animal participants must provide cleanup for all waste created by the animals. Waste cannot be left on the streets. Violators will be warned once. If cleanup is not immediately provided, violators will be removed from the Parade staging area and/or route, and may be assessed a cleanup fee.

CANCELLATION. The Portland Pride Waterfront Festival and Parade (PPWFP) may be suspended or canceled in the event of strikes, threats or acts of terrorism, bioterrorism and war, plague, acts of civil or military unrest, flood, fire, earthquake, severe weather, Covid-19 restrictions and other Acts of God or in the event Festival location is not available to Pride Northwest, Inc. during the Event Period. In the event Pride Northwest, Inc. cancels or terminates all or any portion of the PPWFP, Parade Contingent shall be obligated to pay for the Parade Contingent's space (spot in the parade) only for the period the space was or could have been used by the Parade Contingent.



CANCELLATION (Continued). Pride Northwest, Inc. including its agents, coordinators, officers, directors and employees are hereby released from any and all claims, liabilities, suits, or damages which Parade Contingent may suffer or incur arising out of or in connection with the cancellation or termination of the PPWFP, or any portion thereof, and in no event shall Pride Northwest, Inc. have any liability for Parade Contingent's lost profits or consequential damages, even if advised of the possibility of such loss or damages.

CODE OF CONDUCT. Parade Contingents and participants must adhere to the Portland Pride Code of Conduct at all times (See Below). Failure to do so may result in removal from the parade and/or staging area. Pride Northwest, Inc. reserves the right to remove any person(s) or unit(s) from the Parade staging area and/or Parade that places other participants in danger, or violates any of these Rules and Regulations.

No Parade Contingent, or its participants, shall use alcohol, marijuana or other controlled substances while participating in any capacity with the parade and shall remain free from the influence of such substances while participating in any capacity with the Portland Pride Parade. There is no smoking allowed in the parade staging area, or along the parade route. Since 2015 all parks run by Portland Parks and Recreation are Smoke & Tobacco-Free.

CONTINGENTS. No Parade Contingent shall participate under any other name, or as part of another contingent without written approval and parade registration with Pride Northwest, Inc. Any parade contingent "crashing" the parade will be subject to removal and potential exclusion from future events. Groups desiring to march with other groups must request it by writing to info@pridenw.org (NOTE - Requests are not considered approved without the express written consent of Pride Northwest, Inc.). No parade entry may be reassigned to a third party without express written approval of Pride Northwest, Inc.

COVID-19 SAFETY. Parade Contingents and associates must adhere to all local, state, and federal COVID-19 guidelines. Additional regulations may



be implemented by Pride Northwest.

DIRECTIVES. Parade Contingents and participants must follow the directives of Pride Northwest, Inc. representative directives at all times.

GOVERNING LAWS. This Agreement shall be governed by the laws, as well as health, sanitation, and fire regulations of the State of Oregon, Multnomah County, and the City of Portland.

LIABILITY. Parade Contingent agrees to hold harmless Pride Northwest, its officers, directors, employees, agents, coordinators representatives, successors and assigns (collectively and individually referred to as "Indemnatee") from any and all losses, damages, claims, suits, actions and liabilities of any nature whatsoever incurred or suffered by Indemnatee arising out of or related to any act or omission of the Parade contingent, its employees, officers, directors, and agents, or any condition of the property of the Parade Contingent in the possession of or under the control of the Parade Contingent and regardless of whether the Indemnatee shall be a contributing cause of the injuries or damage.

LICENSE. Each vehicle that enters the Parade staging area and/or participates in the parade must provide, at minimum, liability insurance. Every driver must provide a valid driver's license. Proof of insurance and driver's license will be required at check in the morning of the Portland Pride Parade.

PARADE FAVORS. Parade Contingents and participants are PROHIBITED from throwing, or projecting by any means, any items from their parade entries. Per the City of Portland, "participants on foot are allowed to hand out candy and/or promotional items before and/or during the parade using the sidewalk and/or within 3 feet of the curb. Items may only pass from hand-to-hand. Under no circumstances are items to be thrown or tossed anywhere along the parade route."

Items may only pass from hand-to-hand. Under no circumstances are items to be thrown or tossed anywhere along the parade route. If Pride Northwest, Inc. is assessed any additional cleanup fees by the City, these will be passed



on to parade entries.

PARADE MONITORS. Groups are required to have at least one trained monitor for every 25 contingent members. Please review the Parade Monitor Info.

PAYMENT. Parade Contingents must provide payment in full for booth space by Monday, July 1, 2024. Parade Contingents whose payment has not been received and processed by Pride Northwest prior to this date may lose their reservation. Payment for parade contingent must be received prior to placement in the parade.

PHOTOGRAPHY. During the Portland Pride Waterfront Festival and Parade, there will be photographers and videographers taking digital and traditional photographs and video. The use of these photographs and images is at the sole discretion, right and ownership of Pride Northwest, Inc. By completing the parade registration form, participants hereby release to and grant Pride Northwest and its agents any and all interests the participants may have in such photographs or video taken at the events.

REFUND POLICY. Refunds are assessed a \$20 fee and provided on the schedule below. The refund amount is the percentage of the parade contingent fee minus the refund fee.


100% Refund available until April 1, 2024

50% Refund available until May 15, 2024

25% Refund available until June 15, 2024

No refunds available after June 15, 2024

SECURITY. Please be aware no private security not employed by Pride Northwest, is allowed in the Portland Pride Parade (or staging area) without prior written consent from Pride Northwest, Inc. Pride Northwest, Inc. retains all necessary authority to approve or deny such requests. Private security personnel not employed by Pride Northwest, Inc. will be asked to leave the parade and/or staging area.



SIGNAGE. In order to better facilitate TV and announcement of contingents, signage provided by Pride Northwest, in addition to each contingents' banner/sign, must be displayed at the front of the group by your designated liaison.

SOLICITATION. Parade Contingents may not solicit money along the Parade route.

TOWING. Towing costs for any unit that becomes disabled and/or delays the Parade will be at applicant's expense.

WEAPONS. Weapons of any kind are prohibited in the Portland Pride Parade.

VIOLATIONS. Parade Contingent acknowledges that a breach of any of the terms of this Agreement may result in the termination of this Agreement and the preclusion of the Parade Contingent's participation in the Portland Pride Parade. In the event this Agreement is terminated as a result of any breach by Parade Contingent, Parade Contingent shall not be entitled to any refund but shall forfeit all amounts previously paid as liquidated damages.



Code of Conduct

Portland Pride Code of Conduct for Parade Contingents, Festival Exhibitors, Concessions Vendors, Event Staff, Volunteers and all persons associated with Pride Northwest or the Portland Pride Waterfront Festival and Parade:

- Provide service to individuals without regard to an individual's sexual orientation, gender identity or expression, HIV/AIDS status, race, color, national origin, ancestry, creed or religion, sex, physical or mental abilities, age, marital status, veteran status, citizenship or any other protected classification in accordance with state, federal, and municipal laws.
- Interact with guests and each other in a respectful manner at all times and in accordance with the non-discrimination statement.
- Remain free from the influence of alcohol, marijuana or other controlled substances while participating in any capacity
- Follow all health codes and regulations and be suitably attired and maintain acceptable personal hygiene.
- Not engage in any behavior that is determined to threaten the safety of anyone participating in the parade or festival in any capacity nor engage in any disruptive behavior that interferes with the right of anyone to conduct appropriate business or freely enjoy the Portland Pride Waterfront Festival and Parade
- Any issues of concern must be directly addressed with the appropriate Pride Northwest, Inc. representative.
- Pride Northwest, Inc. in its sole discretion shall determine whether an act is unsuitable.

Acceptance of Rules & Regulations

By submitting this application, you acknowledge the following:

- a) I have had the opportunity to review and will abide by this Agreement;
- b) I have had the opportunity to consult with legal counsel if desired; and
- c) I fully understand the terms and conditions set forth herein and agrees to be bound by the same name.

Non-Discrimination Policy

Portland Pride Waterfront Festival and Parade contingents, exhibitors, concession vendors, contractors, sponsors, Pride Northwest, Inc. staff and volunteers, and all personnel associated with the parade and festival agree at all times to honor and abide by the following statement of non-discrimination in word and action: Anyone associated with the parade and festival, or their employees or associates in violation of this agreement will be asked to leave festival grounds or parade immediately and will forfeit all entry fees, rental fees, sponsorship fees, and deposits as applicable. Additionally, any actions taken or statements made to individuals or groups contrary to this policy or the spirit and intention of this policy are not permitted in the parade or on festival grounds, or in any communication associated with the parade or festival:

All persons associated with the Portland Pride Waterfront Festival and Parade and Pride Northwest, Inc. will provide service to individuals without regard to an individual's sexual orientation, gender identity or expression, HIV/AIDS status, race, color, national origin, ancestry, creed, religion, sex, gender, gender presentation, physical or mental abilities, age, marital status, military status, veteran status, citizenship or any other protected classification in accordance with state, federal and municipal laws.

Pride Northwest, Inc. does not tolerate sexism, racism, colorism, homophobia, biphobia, interphobia and transphobia or hostility, anti-Semitism, Islamophobia, white supremacist activity, age discrimination, ableism as well as other and/or intersectional forms of discrimination.

Parade Contingent Application

This year's application has been revised and updated. Please review for the necessary information to have on hand when filling out your online application.

Contact Info

Brand/Booth Name* (Please Enter your Parade Contingent Name)

Company Name (if different)

First Name*

Last Name*

Phone Number*

Address Info

Media and Web Links

Website

Facebook

Instagram

Twitter

Upload Booth or Product Images or Sketch (optional)

Upload Logo (optional)

Submission specific Categories

- Participant Categories
- Parade Contingents

Additional Required Questions

Primary Email to Send Parade Updates

Day of Parade Contact Name

Day of Parade Contact Cell Number

Day of Parade Contact Email


Parade Monitor Name

Parade Monitor Email

Parade Announcement - Please limit to 100 words or less. This will be read by Emcees at the parade near the beginning of the route.

Number of Participants - (Parade Contingents are allowed up to 200 participants) If unsure please round up. After May 15th this number cannot be increased.

Number of Vehicles



Vehicle Information - Please include as much information as possible. Including golf carts, scooters, types of vehicles and if you will be towing a float. For larger vehicles please provide approx length and height

Why are you interested in participating in the Portland Pride Parade?

How are you centering LGBTQIA2S+ individuals and/or issues through your leadership, volunteers, clients, and services?

What is your Company or Organization's Mission or Inclusion Statement?

Do you have a DEI Statement? If yes, please include below.

Have you participated in the Portland Pride Parade before? If so, when?

Is this a BIPOC owned business or focused organization?

Is this a LGBTQIA2S+ owned business or focused organization?

Is this a womxn owned business or focused organization?