



P.O. BOX 388 • ELKINS, WV 26241 • OFFICE: (304) 636-1824 • WWW.FORESTFESTIVAL.COM

Dear Parade Participant:

Plans are currently underway for the 87th Mountain State Forest Festival scheduled for September 27 - October 4, 2025, in Elkins, West Virginia. The MSFF is one of the state's oldest and grandest festivals, hosting approximately 100,000 festival patrons and visitors annually. This year's theme is **"Embrace Nature's Charm."**

Our Grand Feature Parade is an approximately 2.5-mile, 2-hour parade featuring many bands, floats, special units, and dignitaries. The Grand Feature Parade will take place on Saturday, October 4, 2025.

This is your official invitation to participate in the 2025 Grand Feature Parade. **Line-up will begin at 10:00 a.m.** Check-in is in the tent area of the Southern States parking lot on South Davis Avenue. Please review the Grand Feature Parade Rules and Regulations for details. The Antique/Classic Car Parade is set to begin at 1:00 p.m., followed by the Industrial Truck/Equipment Parade at 1:15 p.m., and the Grand Feature Parade step-off at 1:30 p.m.

Please find the following attachments to complete your application.

- Grand Feature Parade Application
- Grand Feature Parade Rules & Regulations
- Mountain State Forest Festival General Rules & Regulations.

Please complete the application and sign and date all three forms. You may mail the documents to the Mountain State Forest Festival Office OR attach an image of the documents in an email to grandfeatureparademsff@gmail.com no later than **Friday, September 19, 2025**. We encourage early registration.

The MSFF Grand Feature Parade Committee will notify you upon acceptance of your application. Line-up details will be published on or before Friday, October 4 at www.forestfestival.com. Printed line-up details will be in The Inter-Mountain newspaper on Saturday, October 5. If you arrive on parade day to participate, your entry will be welcomed and added to the end of the final division, but it will not be published in the line-up. Thank you for understanding the importance of pre-registration.

Sincerely,

Keith Corley
Tamara Bailey
Derek Wetsch
2025 Assistant Directors

****Please direct all parade inquiries to grandfeatureparademsff@gmail.com, not to the Forest Festival office****



MSFF GRAND FEATURE PARADE REGISTRATION

APPLICATIONS MUST BE RECEIVED BY SEPTEMBER 19, 2025

All inquiries and submissions should be directed to grandfeatureparademsff@gmail.com, **not the MSFF office.**

Name of Group: _____

Directors (of Group): _____

Mailing Address: _____

City, State, Zip Code: _____

Cell Phone Contact: _____

Email Address: _____

Web Address: _____

Type of Entry: _____

(Float, Novelty, Military Branch, Dignitary, etc.)

Float Categories (circle one): Professional Amateur Fair/Festival

Other Categories of Competition (circle one): Drill Team Novelty Unit Dance Cartoon Character Marching/Musical

Visiting Royalty: Name _____ Title _____

Contact Person: _____ Phone: _____

Name of Fair/Festival Representing: _____ Festival Dates: _____

Will your Festival be providing a float for you to ride? Yes No

Provide a brief description of your entry. _____

Insurance: Name of Operator: _____

Name of Liability Insurance Company: _____

Policy Number: _____

***Any vehicle loaned by an automobile dealership not covered by automobile liability insurance provided by the dealership must be covered by automobile liability insurance provided by the driver.**

Additional Information: **Please attach a resumé of activities, honors, and/or a recent photograph of your unit. to assist with publicity and parade commentary.**

Please complete and return to:

Grand Feature Parade Assistant Directors

Mountain State Forest Festival

PO Box 388

Elkins, WV 26241

or email: grandfeatureparademsff@gmail.com

Release: By signing this form, I release the Mountain State Forest Festival from all personal injury, illness or property damage that I may incur because of my participation in the Mountain State Forest Festival

*SIGNATURE _____

*DATE _____



Mountain State Forest Festival Grand Feature Parade Rules & Regulations

1. Specialty units will be considered in the following categories:
 - ◆ Non-motorized (color-guard/drill team, clown, equestrian, unicycle, bicycle, special music group)
 - ◆ Motorized (convertible, other)
2. All applications must include:
 - ◆ Resume of related activities/events of the unit over the past three (3) years.
 - ◆ Photo of unit (if available)
 - ◆ Description of activity you will perform or present.
3. All paperwork for the Grand Feature Parade must be completed and mailed to the Mountain State Forest Festival Office at P.O. Box 388 Elkins, WV 26241 or emailed to; grandfeatureparademsff@gmail.com by September 19, 2025.
4. The **Antique Car Parade** will begin at **1:00 p.m.** (line-up is near Riverbend Park). The **Industrial Truck and Equipment Division** will follow at **1:15 p.m.** (line-up is along 11th Street). The **Grand Feature Parade** will begin at **1:30 p.m.** (line-up is along South Davis Avenue and side streets near and beyond Southern States).
5. **CHECK IN: Check-in is located at Southern States at 1200 South Davis Avenue.** Please follow the signage located on 11th Street and in the Industrial Park for line-up instructions. One participant from each entry may report to the line-up area in the Southern States parking lot to check-in your unit. Check-in will begin at **10:00 a.m.** **Industrial Truck and Equipment Trucks go directly to the Truck Area on 11th St to check in; they do not need to report to Southern States to avoid traffic congestion. Antique cars should go directly to Riverbend line-up area for check-in.** All others, please check in with hosts near the tent in the Southern States parking lot.
6. In order that the length of the parade may be maintained at an acceptable rate, no more than two entries shall be allowed from any one organization without prior approval from the parade director.
7. Officers or representatives of any social, civic, or fraternal organization must have prior approval and no more than one unit of officers from any organization will be permitted.
8. **No individual running for any political office/position may walk/ride or be represented in any way in a special unit or other parade entry. If the person is currently elected or appointed, they may participate in their current title.**
9. There shall be no member of any marching unit less than **12 years of age.**
10. Plans for distributing products, novelty items, candy, or informational flyers must be submitted for approval by the parade directors. If approved, items must be distributed from outside the vehicle or float; **you may not throw anything from a vehicle or float.** Please see rule # 20 for consequences.

11. Industrial vehicles representing traditional forest products will be permitted to participate in the Industrial Trucks and Equipment Division. An application is required.
12. Units must maintain a distance of 40 to 60 feet between parade units. Please adhere to these lengths so as to avoid gaps in the parade.
13. **All parade units must obey the instruction of parade officials to provide even movement of the parade as a whole.** These officials will be properly identified and have the authority to disqualify or eject entrants from the parade.
14. Participants of any unit are prohibited from walking or marching back through the line of march after disbanding.
15. Animal units agree to have appropriate debris removal personnel accompanying their own unit throughout the entire parade route, disposing of debris in an appropriate manner.
16. The Mountain State Forest Festival will not provide any driver/vehicle nor signage for any participant in the parade unless the plan is made in advance of parade day. All drivers **must be 18 years old.**
17. **INSTRUCTIONS FOR THE END OF THE PARADE ROUTE:** Please continue beyond the Courthouse and DO NOT STOP. **Bands and floats should proceed to Hardees to regroup or to allow passengers to step off floats** unless otherwise directed by Grand Feature Parade Official. Please follow the instructions of Parade Officials in this area.
18. **The Mountain State Forest Festival reserves the right to screen and reject or approve entries.** The safety, entertainment and enjoyment of parade viewers is of the utmost importance and the quality of each parade unit is very important.
19. The Mountain State Forest Festival will be following all local, state, and federal guidelines related to the COVID-19 pandemic. Submission of your application for the Grand Feature Parade is your agreement to follow any safety protocols required by the Mountain State Forest Festival.
20. Failure to comply with these rules and regulations may result in competitive disqualification, ejection from the parade, and removal from future invitation lists.

*** By signing below, I indicate I have read the Mountain State Forest Festival Grand Feature Parade Rules & Regulations and understand each as they apply and have made a copy for myself/organization/business.**

*SIGNATURE _____ *DATE _____



Mountain State Forest Festival
General Rules & Regulations
(* required field)

- 1) The Mountain State Forest Festival reserves the right to adjust locations in the event of inclement weather, inclement ground conditions, or as needed.
- 2) All applications for specific events and entry fees must be received by the deadline set for specific event.
- 3) All applications will be reviewed by the designated Mountain State Forest Festival committee. Each exhibitor or vendor will be notified by mail/email/phone/text if the application is accepted by the committee by the deadline advertised for that event.
- 4) All registration fees are non-refundable unless specified in the specific rules for that event.
- 5) A royalty will be charged to any vendor selling wears bearing the Mountain State Forest Festival and/or the official logo of the Mountain State Forest Festival.
- 6) Please note any special needs on your application. We will attempt to meet the special need, if any additional fees are required for your request, we will notify you of the additional fee within two (2) weeks of receiving your application and fee.
- 7) The Mountain State Forest Festival, or any agent acting on its behalf, will not be responsible for damages to exhibitor's/vendor's displays, units, or property.
- 8) The Mountain State Forest Festival reserves the right to advertise the presence of the exhibitor or vendor. The exhibitor agrees to hold the Mountain State Forest Festival and any agent acting on its behalf harmless from any advertising or other liability.
- 9) Unless otherwise agreed upon all hardware (i.e., electrical cords, tables, tents/canopy, coverings, lighting, etc.) is the responsibility of the Exhibitor/Vendor.
- 10) Alcohol is strictly prohibited at any Mountain State Forest Festival event without prior written permission from the Mountain State Forest Festival Board of Directors.
- 11) No merchandise depicting drugs, alcohol or tobacco may be sold, displayed, or promoted at any Mountain State Forest Festival event without prior written permission.
- 12) No item used to consume drugs may be sold, displayed, or promoted at any Mountain State Forest Festival event.
- 13) The Mountain State Forest Festival reserves the right to request a vendor to remove any merchandise or display that the event organizers determine is unacceptable or inconsistent with the Forest Festival rules or philosophy.
- 14) The Mountain State Forest Festival reserves the right to evict any person/organization/business for failure to follow the General Rules or the Specific Rules for each event.
- 15) No political campaigning or lobbying will be permitted during an event.
- 16) The Mountain State Forest Festival will be following all local, state, and federal guidelines related to the COVID-19 pandemic. Submission of your application to be a vendor in the City Park is agreement to follow any safety protocols required by the Mountain State Forest Festival.

By signing below, I indicate I have read the General Rules & Regulations and understand each as they apply and have made a copy for myself/organization/business:

*SIGNATURE _____ *DATE _____