



# VILLAGE OF HOFFMAN ESTATES

## 4th of July

### Parade Application

### JULY 4TH - 9:00 AM



**Application deadline is Monday, June 1, 2026.**

Please fill out the below application and email to Hallie.Karle@VOHE.org or mail to Village of Hoffman Estates Attn: Hallie Karle -1900 Hassell Road, Hoffman Estates, IL 60169



● **Contact Information:**

Name/ Name of Organization: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

● **Special Parade Consideration:**

Location and time of other Parade/Event: \_\_\_\_\_

Other accommodations requested:  
\_\_\_\_\_  
\_\_\_\_\_

**\*\*Please note we will do our best to accommodate all request.\*\***

● **Appearance Fee (if applicable): \$ \_\_\_\_\_**

(There is no participation fee required to join our parade. For all appearance fees, a written contract must be submitted to the Village of Hoffman Estates for approval. Payment will be made as unit steps off in the parade.)

● **Important information needed:**

Number of people in the unit: \_\_\_\_\_

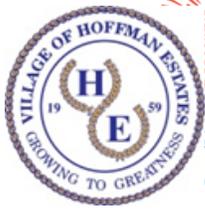
Does your unit have music? Yes or No Length of unit in feet: \_\_\_\_\_

● **Please fill out the below with pertinent information about your unit. Including anything that might be helpful in introducing your entry at the reviewing stand and for the Cable TV coverage. Please feel free to use the back of the application for further info.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Questions? Call Hallie Karle at 847-781-2606**

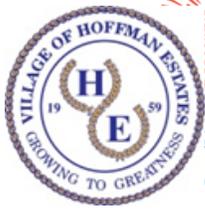


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## 4<sup>th</sup> of July

### Parade Information and Rules

- **TIME AND PLACE:** The parade will step-off promptly at 9:00 a.m. on July 4<sup>th</sup>. The parade route will be on Illinois Blvd., proceeding northeast from Paris Lane to Evanston Street. Length of parade route is roughly 1 mile, along a residential street with slight curves and minor grade changes (uphill/downhill).
- **ROAD CLOSURES:** Illinois Blvd., from Paris Lane to Roselle Road, will be closed at 8:15 a.m. sharp. No more parade participants will be permitted in this parade after that time.
- **ASSEMBLY:** Assemble at the Schaumburg Township building and Maple Park by 7:45 a.m. and walk together as a group to your assigned line-up position by 8:15 a.m. ***Please do not park your car in the staging area.*** Participants' cars should be parked in designated lots.
- **APPEARANCE FEES:** Failure to indicate an appearance fee on the parade application will indicate that none is required. Units requiring appearance fees will be selected on the basis of available funds.
- **DECORATION OF ENTREES:** All units must observe the parade theme by using suitable decorations. All vehicles, unless pulling floats, must be fully decorated. NO BARE TRUCKS, WAGONS, TRAILERS, OR AUTOS will be allowed. The Parade Committee may make exceptions to this rule as they deem appropriate.
- **SIGNAGE:** The entrants are required to display a sign about 6" x 6" with your parade number on the left side of your unit. (This helps the Broadcasting booth, if anyone gets out of order).
- **SUPERVISION:** Organizations with children marching must have a minimum of one adult per every six children. All parade entries with children MUST have an assigned adult who will stay with the children until ALL children are picked up by their parents or guardian. All children must be adequately supervised at all times. The Village of Hoffman Estates will not be liable for injuries a child may sustain. No children are allowed to be left on a float or vehicle without proper adult supervision.
- **COMMISSION RULES:** Candy, gum, or other items must be handed out from walking parade participants at curbside. The Commission prohibits the throwing of candy, gum, water, confetti or other items from any parade unit.



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- **BROADCAST BOOTH:** The parade will be filmed to be shown on the Village of Hoffman Estates YouTube channel. The booth is located on the corner of Glendale Ln. and Illinois Blvd. (near the end of parade.)
- **DISBANDING:** All entrants will turn left at Evanston Street and disband unless otherwise directed by the Police Department or a parade assistant.
- **DIRECTIONS:** From I-90 East or West; take the South Roselle Rd. exit and continue on Roselle Rd. until Illinois Blvd. and then take a right on Illinois Blvd.