



# PANAGBENGA 2023 GRAND FLORAL FLOAT COMPETITION



Baguio Flower Festival  
Foundation, Inc.



International Festivals & Events Association

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November 28, 2022



Dear Sir / Ma'am,

The City Government of Baguio and the Baguio Flower Festival Foundation Inc. invite you to participate in the much-awaited Grand Floral Float Parade!

May we please request that you fill out this application completely and return it before February 15, 2023, to the Baguio Flower Festival Foundation personally or via email to [secretariat@panagbengaflowerfestival.com](mailto:secretariat@panagbengaflowerfestival.com)

You may also include additional information about your organization. Please note that supplemental materials/attachments cannot be returned.

Competitors may consider the festival theme in the overall design/concept, however, please be advised that this is an **OPEN GRAND FLORAL FLOAT COMPETITION**. Therefore, chosen final concept, design, or theme is up to the competing / participating entries. Grand Floral Float Parade entries and performers/contingents should promote and align with overall festival objectives and environmental advocacy. The Panagbenga Festival celebrates the season of blooming and the commemoration of Baguio's rise from the ruins of the 1990 earthquake and its progress, growth, and development. As a member of UNESCO's Creative Cities Network, the Festival's events and activities aim to promote Baguio and the Cordilleras, Philippine culture, traditions, arts, and crafts, environmental protection, sustainable development, tourism, and a sense of community and harmony. Consequently, the Festival intends to foster and promote these values through various events, activities, and performances, as well as its landscapes and floral floats

Chosen theme/concept for the floral floats must send a clear, singular, or properly integrated message. Entries and Contingents are expected to send positive messages to the community and the public. The Festival Organizing Committee reserves the right to not allow entries or contingents that may be perceived as against the best interest of the festival and those that may negatively affect any of the purposes of the Baguio Flower Festival.

Kindly ensure that the concept chosen must not violate existing laws, and ordinances and must not violate public morals, decency, and propriety.

**REGISTRATION OF FLOAT ENTRIES IS FREE OF CHARGE**

The Foundation may recommend or provide its listing of active and accredited float makers upon request. Please ensure that arrangements with third-party contractors/suppliers are covered by a valid contract and transact only with registered businesses, contractors/service providers for the mutual protection of contracting parties.



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# GRAND FLORAL FLOAT COMPETITION

## GUIDELINES FOR ALL ENTRIES AND PARTICIPANTS



### A. GENERAL GUIDELINES:

- All floats must at least be 90% decorated with natural materials and vegetation as part of the judging criteria.
- Any artificial materials that will be used in the construction of the float (i.e.: florist foam, wires, plastic, etc.) must not be visible.
- Participants are welcome to use any vegetation (i.e.: flowers, moss, tree barks, vegetables) in the construction of the float.
- Participants ARE ALLOWED TO DYE FLOWERS and OTHER VEGETATION appropriate for the float design, but they may NOT use any type of paint.
- The company's name or logo as part of the float design and SHOULD be rendered IN FLOWERS or other NATURAL materials/vegetation.
- Streamers, banners, and placards are NOT allowed on the floats.
- Float designs must ensure that the wheels of the float are not visible or seen.
- For those who intend to use a sound system. It must be incorporated into the design and should not be seen.
- Persons on the float are considered part of the design and must thereof be "in character" or "in costume" to match the chosen float theme, concept, or design.
- Participants must also take into consideration that their floats will be put on display after the parade and must therefore make that their float remains intact and presentable for the duration of the display.
- Decorated floral carts or bicycles shall fall under a separate category and are not considered floats. Cars shall not be considered floats and shall not be allowed to participate in the parade.
- The Festival Organizing Committee shall implement the necessary distancing, health, and safety protocols prevailing at the time of the celebrations, which may include vaccination mandates and testing.

### B. SIZE:

#### 1. SMALL FLOATS CATEGORY

- Floats must have a minimum dimension of five (5) feet in height and five (5) feet in width up to a maximum of ten (10) feet in height and ten (10) feet in width. The street size and overpass height along the parade route make this requirement necessary. The minimum length of the float required is at least twelve (12) feet up to a maximum of twenty (20) feet per entry.
- The length of the float should be governed by the proper proportion for the design and should be constructed so that it will be able to make the 90-degree turn at intersections.
- Designers must work within the dimensional parameters provided.
- Measurements of the floats shall be undertaken before the scheduled parade.
- One point shall be deducted for every foot that is more than the maximum allowed for height, width, and length.



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### 2. BIG FLOATS CATEGORY

- Floats must have a minimum dimension of (eleven) 11 feet in height and eleven (11) feet in width with a maximum of twelve (12) feet in height and twelve (12) feet in width. The street size and overpass height along the parade route make this requirement necessary. The minimum length of the float required is at least twenty-one (21) feet up to a maximum of forty (40) feet per entry.
- The length of the float should be governed by the proper proportion for the design and should be so constructed that it will be able to make the 90-degree turn at intersections.
- Designers must work within the dimensional parameters provided.
- Measurements of the floats shall be undertaken before the scheduled parade.
- One point shall be deducted for every foot that is more than the maximum per allowed for height, width, and length. (Example: excess of one foot in length, width, and height or a total of 3 feet will mean a 3point deduction)

### C. SAFETY:

- Decorative material on floats must be non – combustible or flame-retardant.
- Open flame devices are prohibited on the floats and at the parade route. The use of fuel-fired torches, candles, or similar devices which can ignite the float is prohibited.
- Fireworks or other forms of pyro techniques are not permitted to be discharged.
- No smoking on or near any floats at any time.
- Throwing objects from the float is prohibited. Throwing any object by the parade entrant is not permitted.
- Parade coordinators and parade marshals shall inspect the entries before the start of the parade to ensure that this is complied with.
- No one may step on or off the float until it comes to a COMPLETE stop.
- An adult must be on the float to accompany the children. The ratio of adults to children must be adequate to provide for the safety of children below the age of 16.

### D. FLOATS:

- All entries must report to their designated starting area no later than 6:00 am to receive instructions and line orders. The parade will begin promptly at 8 am. Latecomers will be disqualified from joining the parade and the competition.
- All floats are required to carry an identification/entry number and are always displayed to be judged. Floats entries being judged must have their identification marked to facilitate viewing by the judges.
- Floats must be capable of maintaining a minimum speed of 10km per hour under expected conditions.



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### D. FLOATS:

- Forward motion must be maintained by all units during the parade. Floats or entries may not stop during the parade for any reason unless otherwise directed by a Parade Marshall/Parade Coordinator.
- Any additional personnel not connected to or not necessary to the design of the float is limited to 4 persons only and must maintain a proper distance from the float to not detract from the aesthetic properties of the float.
- Entries must maintain at least twenty (20) to thirty (30) feet distance from each other.
- Floats experiencing difficulties must move to the side of the street so others may pass.
- If at any time a float holds up the parade due to mechanical or obstruction difficulty, the float will be DISQUALIFIED

### E. BASIS FOR ASSESSMENT/ JUDGING CRITERIA

- |                                 |     |
|---------------------------------|-----|
| ▪ Creative Design               | 20% |
| ▪ Floral Craftsmanship          | 20% |
| ▪ Artistic Merit                | 15% |
| ▪ Floral and Color Presentation | 20% |
| ▪ Dramatic Impact               | 25% |

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Total	100%

- The winners shall be determined based on the ranking based on the judge's rating.
- The judges' decisions shall be final and non – appealable
- Any concerns should be placed in writing and addressed to the Festival Festival Organizing Committee
- The Foundation welcomes donations of flowers and other materials for recycling for parties who intend to donate materials used in the Float **AFTER THE PARADE.**
- Details for the turnover of used flowers and potted plants may be arranged with the Secretariat.



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### F. OTHER REMINDERS:

#### 1. VEHICLES

- All floats must be equipped with a fire extinguisher.
- Float beds must be sturdy and capable of carrying the weight to be imposed.
- Float vehicles should be properly registered and insured.
- The float vehicle must be properly serviced for gasoline, water, oil, brakes, tires, and battery before entry into the parade.
- NO extra gasoline, other than in the vehicle's tank, can be carried on the float vehicle.
- Proper clearance of materials from around the wheels of the vehicles must be incorporated to avoid any materials being caught in them.
- Drivers must possess a valid license and be adequately trained to drive their float. Drivers must be a minimum of 18 years of age.
- Once the float is in position in the assembly area, a driver and representative/authorized coordinators must attend to their float entries at all times in the event there are questions or problems or if the float needs to be moved.
- Be sure that the operator (driver) has a clear field of view. The driver must have a wide field of view to avoid other floats and the crowd. If you must back – up your parade float, have sufficient personnel to guide the float.
- No children under 12 will be permitted to ride on a float without adult supervision.
- All passengers standing or sitting on the float must be wearing a safety belt or have handholds or other support while the float is moving.
- No riders will be allowed to ride on the edge of the float. Any float with riders or articles hanging over the edge, before or during the parade will be subject to removal from the line of march.

#### 2. DRIVERS

- All drivers must have a current driver's license and a copy of a valid vehicle insurance verification at the time of the parade.
- No person operating a vehicle or other moving equipment shall be permitted to operate a cellular device, via texting, or browsing while on the parade route.
- All drivers must have a clear and unobstructed view in all directions.
- All drivers must always have complete control of moving equipment.
- All drivers must always maintain a forward motion. Drivers cannot slow down to speed up.



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### 3. PARTICIPANTS

- Participants cannot break from the line to shake hands with the public. They must stay with their group or contingent. Marshals have been authorized to remind the participants to ensure this is followed.
- The use of animals on the Float or by the contingents is prohibited.
- All persons riding on floats or vehicles shall only do so safely and reasonably, taking into consideration the movement of the floats and vehicles.
- No participants may leave the float, vehicle, or entry at any time before the conclusion of the parade route. (They may not switch from riding the float to walking to riding the float again)
- Participants are required to yield the right of way to all emergency vehicles.
- Under no circumstances are items to be thrown or tossed anywhere along the parade route.
- Smoking is not allowed at any point or area in the parade route.
- No open flames are permitted on floats or vehicles.
- Individuals riding on the float must be situated in a secure location, (Seated or provided with a secure handhold e.g., railing, pole, handle).
- Participants are not allowed to distribute any fliers or merchandise at the parade route for crowd management purposes.
- Marshals have been authorized to inspect the floats before the start of the parade.
- The Foundation reserves the right to not allow contingents that violate overall guidelines, including the use of promotional materials/logos, and banners, that are not authorized by the Festival Organizing Committee. A decision on whether to accept an entry will be based on overall consideration of both the positive and possible negative effects on the festival.

The Baguio Flower Festival Organizing Committee reserves the right to determine if entry applications are consistent with the objectives and advocacies of the festival. Any parade day deviations from the originally accepted application, violations of the stated guidelines, or inappropriate behavior and gross misconduct by official entries, participants, and representatives could result in the entries and participating contingents' exclusion from the Grand Floral Float Parade.

The Festival Organizing Committee reserves the right to ban in perpetuity any entry, contingent, participant demonstrating unsportsmanlike conduct, gross misconduct, disrespect, acts violating safety, peace, goodwill, integrity, and honesty, and other acts deemed by the Committee.

The Foundation reserves the right to amend any guideline before the final briefing for all float participants.



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# REGISTRATION



**\*PLEASE ATTACH THE FOLLOWING REQUIREMENTS WITH THIS FORM:**

- FLOAT DESIGN WITH SPECIFICATIONS OF FLOWERS USED
- FLOAT CONCEPT AND DESCRIPTION (IN PARAGRAPH FORM).
- DETAILS OF ALL FLOWERS/ MATERIALS USED IN THE FLOAT.
- NOTE: Once a float design has been approved, the applicant may not make any changes to the design and specification of the float. Should any alteration be undertaken from the submitted and approved design of the float without prior approval from the Foundation, the float will be disqualified and will not be included in the parade.
- CUT-OFF FOR THE SUBMISSION OF REGISTRATION FORMS AND FINAL ENTRIES MUST BE MADE ON OR BEFORE FEBRUARY 17, 2023. Attendance is Mandatory for all entries in the briefing scheduled on February 18, 2023, at the Gilligan’s Restaurant at 2:00 P.M.
- ALL float entries must be at the parade starting point along Panagbenga Park South Drive Baguio City, not later than 6:00 AM on Sunday, February 26, 2023. Late entries shall be disqualified. The parade will start promptly at 8:00 AM

<b>NAME OF COMPANY/ ORGANIZATION:</b>	
ENTRY CATEGORY <input type="checkbox"/> HALL OF FAME <input type="checkbox"/> COMPETING <input type="checkbox"/> NON-COMPETING	<b>ENTRY TYPE:</b> <input type="checkbox"/> DECORATED BICYCLE <input type="checkbox"/> SMALL FLOAT <input type="checkbox"/> DECORATED / FLORAL CART <input type="checkbox"/> BIG FLOAT
ADDRESS:	
AUTHORIZED REPRESENTATIVE:	
CONTACT NUMBER/S	
EMAIL ADDRESS:	
ALTERNATE PERSON IN CHARGE:	
CONTACT NUMBER/S	
EMAIL ADDRESS:	
FLOAT MAKER / CONTRACTOR / SUPPLIER / DESIGNER	
CONTACT NUMBER OF FLOAT MAKER / CONTRACTOR	
CHEQUE PAYEE (FOR COMPETITION PRIZES, WHEN APPLICABLE)	
<b>PLEASE ATTACH:</b>	
<ul style="list-style-type: none"> <li>▪ AT LEAST TWO (2) GOVERNMENT-ISSUED IDS ALONG WITH THIS ENTRY FORM</li> <li>▪ FLOAT DESIGN AND FLOAT CONCEPT</li> <li>▪ DETAILS OF ALL FLOWERS / MATERIALS USED AND DESIGNER INFORMATION</li> <li>▪ 2x2 PICTURE FOR FLOAT COORDINATORS (MAXIMUM OF FIVE (5))</li> </ul>	



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