



**2018**

**Float Packet**

**“Amazing Feats”**

**URGENT MESSAGE TO ALL WHO  
WILL PARTICIPATE IN THE  
2018 FIRSTLIGHT FEDERAL  
CREDIT UNION SUN BOWL  
PARADE**

**ABSOLUTELY NOTHING MAY BE THROWN INTO THE CROWD AT ANY TIME (THIS INCLUDES HAND-OUTS),** DURING THE PARADE. IT DOESN'T MATTER IF YOU ARE ON A FLOAT, IF YOU ARE WALKING, IF YOU ARE MARCHING. ANYONE WHO IS CAUGHT THROWING ANYTHING OR HANDING ANYTHING TO THE CROWD WILL BE IMMEDIATELY REMOVED FROM THE PARADE. THIS IS A SAFETY ISSUE, AND WILL NOT BE TOLERATED. **THIS IS YOUR WARNING!!!**



## **2018 FirstLight Federal Credit Union Sun Bowl Parade**

On behalf of the Sun Bowl Association, we are pleased to invite you to participate in the 2018 FirstLight Federal Credit Union Sun Bowl Parade as a float sponsor!

Each year this event attracts around 250,000 spectators along the three-mile Sun City parade route through El Paso's historic district and is the largest single community event in the Southwest. Families from all over West Texas, New Mexico and Mexico enjoy this holiday tradition. The parade will once again receive regional television coverage with a live broadcast on KTSM TV. (NBC)

Enclosed are a *Parade Fact Sheet*, *Float Rules & Regulations*, *Float Entry Form*, and other information for you to review. If you decide not to build a float, you can still participate by entering a marching band, and specialty unit suitable for the annual event. Please feel free to call Joe Daubach at the Sun Bowl Association office at (915) 533-4416 if you have any questions regarding the enclosed materials or need information on the other parade entries. **PLEASE READ ALL OF THE RULES AS THERE HAVE BEEN A FEW CHANGES!!** You may also download any packet at [www.sunbowl.org](http://www.sunbowl.org) in the parade section.

There is no charge for entries. **ALL FLOATS MUST FOLLOW THE THEME IN ORDER TO BE ACCEPTED INTO THE PARADE.**

Thank you for your support. We look forward to your help in making the 82nd Annual FirstLight Federal Credit Union Sun Bowl Parade a very special one!



Date: Thursday, November 22, 2018

Parade Theme: **“Amazing Feats”**

Review Stands: Tickets will be available after October 10 at the Sun Bowl Association Office, all Circle K Stores and all of the FirstLight Federal Credit Union Branch for \$10.00. Located at Emergence Health Network: 1551 Montana Ave, El Paso, TX 79902

Step off Time: 10:00 a.m. (MST)

Parade Route: Montana Avenue beginning at Ochoa and ending at Copia (2.7 miles)

Anticipated Units: 100 units including floats, equestrian units, clowns, marching bands, drum and bugle corps units from Mexico, royalty, dignitaries, celebrity Grand Marshal, and a wide variety of specialty units from Mexican / Indian dancers to military ceremonial units

Television: Live coverage of the parade on local affiliate television KTSM Channel 9 (NBC)

Anticipated Crowd: Around 250,000 spectators line Montana each Thanksgiving morning to watch the largest community event in the Southwest.

Grand Marshal(s): TBA

**82 Years of Parade History:** The El Paso Downtown Lions Club organized the parade in 1935. The parade was held on New Year's Day from 1936 until 1978 when the event was rescheduled for Thanksgiving Day. The holiday pageant is planned, coordinated and produced by volunteer efforts and draws around 250,000 spectators. The Sun Bowl Parade is the largest community event in the west Texas, New Mexico and Mexico area and brings together service clubs and civic organizations as well as all sectors of business and industries within the community.

# FirstLight Federal Credit Union Sun Bowl Parade FLOAT ENTRY APPLICATION

***YOU MUST RETURN THIS PAGE TO THE SUN BOWL OFFICE***

DATE: THURSDAY, November 22, 2018      TIME: 10:00 AM (MST)

PARTICIPANT: \_\_\_\_\_

(As participant will be listed for program, TV, radio)

FLOAT TITLE: \_\_\_\_\_

MAIN CONTACT: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ ADD. CONTACT: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ CELL: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ E-MAIL \_\_\_\_\_

FLOAT WILL BE BUILT AT: \_\_\_\_\_

**STREET ADDRESS**

A DESCRIPTION AND DRAWING OF THE FLOAT MUST BE SENT IN WITH THIS APPLICATION FOR THE SUN BOWL PARADE COMMITTEE TO APPROVE.

PLEASE NOTE: DUPLICATIONS OF FLOAT TITLE AND DESIGN WILL NOT BE ALLOWED. \*Titles and designs are accepted on a first come - first serve basis.

IN ORDER TO ASSURE YOUR PLACE IN THE 2018 FirstLight Federal Credit Union Sun Bowl Parade, THIS APPLICATION MUST BE ON FILE BY SEPTEMBER 8, 2018. LATE APPLICATIONS WILL NOT BE ACCEPTED!

**INSURANCE:** A general liability and property damage insurance policy must be carried in the **minimum amount of \$500,000 Bodily Injury and \$100,000 Property Damage for totally covered floats. Tow behind floats must provide proof of vehicle insurance. Both must be from an insurance company acceptable to the SBA for each float.** A certificate of such insurance must be on file at the SBA office no later than September 8, 2018. This certificate must include the SBA as an additional insured.

SIGNATURE \_\_\_\_\_

NAME \_\_\_\_\_

(Please print)

Return this form, along with the Waiver of Liability Release Indemnification and Hold Harmless Agreement and required information to: Joe Daubach, Sun Bowl Association, 4150 Pinnacle Street, Suite 100, El Paso, TX. 79902. **Please do not send in an incomplete application!!!**

**DEADLINE FOR ALL ENTRIES IS SEPTEMBER 8, 2018!**

2018 Parade Entry Information Sheet!

(Please return this sheet with your entry form, as **this information will be used for the TV broadcast.**  
Don't sell your group SHORT, the more detailed description the better TV broadcast)

***YOU MUST RETURN THIS PAGE TO THE SUN BOWL OFFICE***

Entry / Group Name: \_\_\_\_\_

Category: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Cell: \_\_\_\_\_ e-mail: \_\_\_\_\_

How many years with the parade: \_\_\_\_\_

Describe your FLOAT(moving parts, costumes etc.):

\*

\_\_\_\_\_

\*

\_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

\*

\_\_\_\_\_

Are there any special stories about your entry? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



***YOU MUST RETURN THIS PAGE TO THE SUN BOWL OFFICE***

## **CERTIFICATION**

**(To be filled out and signed by the unit leader only)**

**1 copy only**

The Undersigned, being responsible for the

(NAME OF SCHOOL WHERE PARTICIPANTS ATTEND) \_\_\_\_\_

UNIT-E.G., "BAND", "ROTC", "CHEERLEADERS", "DRILL TEAM, ETC.") The Unit hereby certifies that he/she has obtained Parental Consent and Indemnification Agreement for each member of the Unit who will be participating in the 2018 FirstLight Federal Credit Union Sun Bowl Parade on Thursday, November 22, 2018.

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(PRINTED NAME)

\_\_\_\_\_  
(DATE)

## **ACKNOWLEDGEMENT SIGNATURE SHEET**

I, \_\_\_\_\_ representing the \_\_\_\_\_ (organization or business) ("Entrant") have completely read, and have a full understanding of the Rules & Regulations, and the Safety Requirements for the 2018 FirstLight Federal Credit Union Sun Bowl Parade. I agree that it will be my responsibility to inform all members of the Entrants as to the Rules and Regulations, and Safety Requirements. I also understand and agree that if the Entrant or any member thereof fails to abide by the Rules & Regulations, and Safety Requirements, that the Entrant can be prevented from participating in the Parade or expelled from the Parade.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





2018 Float Theme

In this 82nd year of the Thanksgiving Day parade we will be focussing

on **“Amazing Feats”**

## **Theme Ideas**

Your float can be themed after any amazing feat as would be found in the Guinness Book of Worls Records or History Book.

**Biblical Feats (Mosses parting the Red Sea)**

**Eating Record**

**Engineering Feats**

**First Non-Stop Flight Around World**

**Most things Held in Mouth Records**

**Space Landing**

**Strong Man Records**

**Strong Woman Records**

**Twirling/Spinning Records**

**Running in High Heels Record**

**You can visit this webb site for other ideas:**

**[www.guinnessworldrecords.com](http://www.guinnessworldrecords.com)**

## **FLOAT AWARD'S**

**SWEEPSTAKES AWARD**

**QUEEN'S AWARD**

**PRESIDENT'S AWARD**

**DUCHESS AWARD**

**GENERAL'S AWARD**

**GOVERNOR'S AWARD**

**PRINCESS AWARD**

**JUDGE'S AWARD**

**GRAND MARSHAL'S AWARD**

# 2018 FLOAT ENTRY RULES AND REGULATIONS

The Sun Bowl Association (“SBA”) has established rules and regulations to assist float builders in recognizing unsuspected errors that might impair an otherwise fine display of planning and workmanship. The overall condition of the float is very important. Long hours of hard work are defeated when an entry breaks down just before, or during the parade as a result of a mechanical problem or tire failure. Maximum height, width and length are limited to assure the proper clearance of obstacles such as overhead wires and cables, and the execution of changes of direction on the parade route. Please check your route to the parade assembly point for any existing hazards.

To assure that potential problems are not overlooked, a member of the parade committee will inspect all floats during and upon completion of construction. All participants should contact the Sun Bowl office as to the location of their chassis before it is covered by decorations so that the inspection can be scheduled for tires, motor, cooling system, battery, tow bars, etc. A final check will be made upon completion of the float, or at the assembly area on Parade Day. **PLEASE REFER TO THE ENCLOSED FLOAT SAFETY REQUIREMENTS TO INSURE ALL STANDARDS ARE MET. INSPECTION BY THE SBA REPRESENTATIVE IS NOT A SAFETY ENDORSEMENT AND SAFETY IS THE SOLE RESPONSIBILITY OF THE PARTICIPANT.**

**THEMES:** Themes for individual floats should be built around the 2018 FirstLight Federal Credit Union Sun Bowl Parade theme of “Amazing Feats”. Float entry applications are due at the Sun Bowl office no later than September 8, 2018. A color photograph of the float, or of the artwork, along with a written description of the float and sponsor information should be received along with the entry form and certificate of insurance no later than September 8, 2018. Please remember, we will not accept any political themes or politicians campaigning on any float. **The Sun Bowl Parade is not a platform for political, social or religious issues.** Entries are approved by the committee based on the “Entertainment value” to the overall parade. No entry forms will be accepted without the certificate of insurance and the waiver of liability. **NO ENTRIES WILL BE ACCEPTED AFTER SEPTEMBER 8, 2018.**

**FLOAT DIMENSIONS:** A float requires a base platform, or frame of not less than 8 x 10 feet. It must be decorated, including the sides, ends, and objects on the float, and must completely conceal the wheels. Flexible parts of the float aprons must reach to within 3” of the ground. The width the float upon completion is an important factor in the ground clearance. **ALL FLOATS MUST BE SELF-PROPELLED. MOTORIZED UNITS (ie. cars, trucks, tractors) MUST BE USED TO MOVE THE FLOAT DOWN THE PARADE ROUTE. THE TOW VEHICLE MAY OR MAY NOT BE INCORPORATED INTO THE DESIGN OF THE FLOAT. ALL DESIGNS MUST BE PRE-APPROVED BY THE SUN BOWL PARADE.** It is the intent of the Sun Bowl Association to maintain a high quality of float entries and, as such, there will be **NO EXCEPTIONS. Any float not meeting these criteria will not be permitted on the parade route.**

**SIZE LIMITATIONS:** Maximum height: 14 ft., 6 in. from the ground to highest point of float; Maximum width: 20 ft. Maximum length: 60 ft. all-inclusive. **(If the total length is longer than 60 ft., you must have approval from the float committee)**

**DECORATIONS:** All floats must be covered with sturdy materials such as vinyl floral sheeting, enamel paint, or other materials that will hold up under adverse weather conditions. Otherwise float decorations could be completely destroyed in the event of rain or strong winds. Floats shall be constructed and decorated so that the view from either side is equally appealing.

**TITLE/SPONSOR RECOGNITION:** The title of the float can be shown in bold face 10” (inch) letters displayed on both sides and may be indicated in the design or decorations. Only the organization/club/business name should be beneath the title in thin letters not more than 8” (inch) high.

The unit and division numbers assigned to your float by the Sun Bowl parade must be put on two (2) signs, one for each side of the float. These signs must be regulation size of 11 in. by 17 in., **example I-23**, II-36, white background with black letters. Your float's unit and division numbers should be printed in 4 in. letters on the left side of the sign. The remaining space can be used to list any additional sponsors you may have solicited to help cover your float's expenses. **THIS IS THE ONLY PLACE ON THE FLOAT THAT SPONSOR NAMES MAY APPEAR.** The Sun Bowl Parade will not be held responsible for the promotion of float sponsor(s).

**PARADE LOGO:** The 2018 FirstLight Federal Credit Union Sun Bowl Parade will provide a set of parade logos that will need to be placed on both sides of the float. The Sun Bowl Association will provide these logos at least one month prior to the parade and no later than the morning of the parade. This is mandatory, not optional.

**\*MUSIC:** Your float must have music and it must follow the Theme of your Float. You will not be allowed to play music that has nothing to do with the Theme of your Float!! **NO LIVE DJ'S, OR LIVE MICROPHONES WILL BE PERMITTED** without permission from the Chairman.

**\*BANNERS:** No banners are allowed on tow vehicle. A pre approved banner maybe carried in front of float or behind float. Only the proper signage on the float will be allowed. See **Title/Sponsor Recognition** above.

**INSURANCE:** A general Liability and Property Damage insurance policy must be carried in the **minimum amount of \$500,000 Bodily Injury and \$100,000 Property Damage for totally covered floats but not for tow behind floats, from an insurance company acceptable to the SBA for each float. Tow behind floats must provide proof of vehicle insurance.** Each certificate of insurance must contain an additional insured clause as follows: **The Sun Bowl Association and the float sponsor are to be named as an additional insured**, but only with respect to liability arising out of any operation of the named insured in connection with the Parade. The insurance afforded by the policy to say additional insured will be primary insurance and any other valid and collectible insurance available to said additional insured will be excess insurance.

**Cancellation Clause:** This policy of liability insurance will not be canceled or suspended or terminated, nor will the limits of liability be reduced until after thirty (30) days notice thereof is given by certified mail to the Sun Bowl Association, 4150 Pinnacle Street, Suite 100. El Paso, Texas 81902.

**FOR SMOOTH OPERATION:** Your float entry unit and division numbers, along with other staging and disbanding information, will be mailed to you approximately 10 days before the parade. Participants must take and keep their assigned order of continuity all the way down the parade route to the official disbanding area east of Copia Street. During the parade, a maximum distance of 50 feet is to be maintained between floats, bands, mounted units, etc. If halted for any reason-CLOSE THE GAP TO 25 feet, then take up the 50-foot interval as the parade resumes. **No stops are allowed for radio or television interviews or for photographers.** Floats are to stop **ONLY** if the float or unit ahead stops, or if a Parade Official requests it. All Parade Officials will be wearing identification and are assigned to specific divisions to assist participants with any problems along the parade route and to maintain the parade's proper pace and spacing. Any and all requests or directions given by a Parade official **MUST BE COMPLIED WITH**, or he/she will have **the authority to expel your unit** from the parade on the spot. **Please remember, under no circumstances should materials or objects of any kind be thrown, handed or otherwise distributed from riders on the float or any other participants, during the parade or on the parade route.** Your participation and close observations of all the regulations outlined herein, makes the Sun Bowl Parade the most beautiful display of community support in the Southwest!



## GUIDELINES FOR FLOAT BUILDERS

### **FLOAT COMMITTEE & CHAIRMAN DUTIES:**

1. Select float theme/title based on parade theme.
2. Coordinate with The Sun Bowl parade office to eliminate theme duplication.
3. Approve float design. (See FLOAT RULES & REGULATIONS).
4. Coordinate construction, location materials, etc.
5. Arrange transportation of the float to parade.

### **DESIGN TEAM DUTIES:**

1. Design a float based on the theme. Work to standard size and Sun Bowl maximum standards. (Maximum height: 14' 6"; width: 20'; length: 60' all inclusive).
2. After approval of design, make quantity estimates of each material, such as: steel angle, reinforcing bars, 2 x 4's, plywood, chicken wire, floral material, colored foil crepe paper, etc.
3. Prepare two (2) float signs for division and unit numbers. Must be regulation size, 11" x 17", **example I-23**, II-36, white background with black letters. Print assigned unit and division numbers in 4" letters on left side of sign. The remaining space can be used to list any additional sponsors.

### **CONSTRUCTION TEAM DUTIES:**

1. Locate area for float construction. Consider street level floor, large door, light, heat, and electric plugs. The Sun Bowl Association will try to locate a warehouse for some of the floats to build in. Please contact us if your group is interested.
2. Obtain material required according to estimate.
3. Get proper tools – saws, hammers, welding rig, upholster's pliers & rings for chicken wire & floral material.
4. Set up teams for each phase of construction: Assembly of frame, build basic shape on frame, application of finish materials.
5. Check with design team during construction of proper theme interpretation.
6. Review the Sun Bowl parade float safety requirements on mandatory items: Fire extinguisher, extra gas & oil, water, exhaust pipe extension, ventilation, tire pump, etc.
7. Arrange for the Float Chairman and or Committee to come by and inspect your float as you build.

# 2018 FirstLight Federal Credit Union Sun Bowl

## Parade FLOAT SAFETY REQUIREMENTS

1. CHASSIS Flexible enough to withstand normal driving, but rigid enough not to oscillate under normal driving conditions.
2. BRAKE SYSTEM Must be hydraulic and have emergency brake system, and each must be in good working condition.
3. WHEELS & TIRES Must be in good working condition and able to perform normal steering functions with no more than one-half round play.
4. ENGINE Must be properly installed and in good working condition.
5. COOLING SYSTEM Must be sufficient to cool engine and ensure proper air flow to radiator.
6. EXHAUST SYSTEM Must meet automotive standards, free of cracks. Should extend 12" beyond exterior of float. Must be insulated with pipe lagging and must not make contact with the float. Flexible exhaust pipe tubing must extend 12" to the side or rear of the float beyond the apron.
7. MUFFLER Clear of running gear; if near combustible objects, it must be shielded.
8. FUEL SYSTEM Gas tank must be D.O.T. approved for vehicle use. Tank should be securely mounted to frame and accessible, mounted away from driver position. The tank should load free of decorations.
9. FIRE WALLS Must be left intact or reasonable metal substitute must be provided.
10. ELECTRICAL SYSTEM Approved wiring for automotive use. Installation must minimize mechanical damage and must be properly fused. Circuits above 30 volts must be ungrounded.
11. STEERING Must be in good working condition and able to perform normal steering functions with no more than one-half round play.
12. TOWING Floats must be equipped with some type of proper towing device on the front and rear of the float.
13. FIRE EXTINGUISHER Dry chemical-all purpose 2a-10bc extinguisher is required. Extinguisher should be tested and certified and be easily accessible to the driver. No smoking will be permitted on or near the floats, including the assembly area.
14. DRIVER SPACE Interior should adequately permit emergency escape. Two exits for both driver and inspector should be available.
15. VENTILATION Must provide adequate ventilation for possible exhaust leaks.
16. DRIVER VISIBILITY Adequate visibility should be provided. Devices such as mirrors will not be allowed. Riders should not block driver visibility.
17. RIDER PROTECTION Each float rider will be provided with means to support and protect themselves against falling (examples: seat belts, back supports, arm rests or hand holds) Riders should only be used when they serve a useful function and must be costumed appropriately to fit the float title, and safely for visibility, and secure footing or seating. Under no circumstances should materials or objects of any kind be thrown or otherwise distributed from riders on the float during the parade route. Intoxicants will not be allowed on the floats.
18. PORTABLE GENERATORS Generators are allowed, but must be securely mounted on the vehicle and allow a 12" minimum spacing between generators and combustibles. Generators must be equipped with exhaust lines firmly attached and installed so as to terminate into a common exhaust line serving the vehicle or piped directly to exterior of float as required for the vehicle exhaust system. (recommend use of GFCI Outlet).
19. HYDRAULIC SYSTEMS Are allowed. Must have mechanical locks and override.
20. DECORATIONS Decorative materials must be fire retardant.

ANY VARIANCE TO THE ABOVE LISTED SAFETY REQUIREMENT MUST BE REQUESTED IN WRITING TO THE SUN BOWL FLOAT COMMITTEE.

## FLOAT DESIGNS

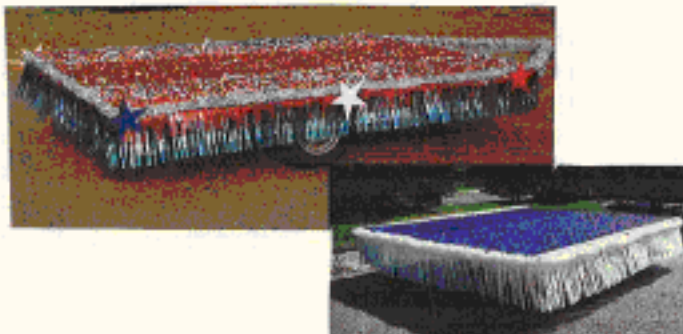
**NOTICE HOW THE TOW VEHICLE IS INCORPORATED INTO THE FLOAT.**



**NOTICE HOW THE FLOAT INCORPORATED BOTH GIANT PROPS AND COSTUMES.**



**FLOAT SET UPS THAT ARE NOT ACCEPTABLE.**



**PARENTAL CONSENT AND INDEMNIFICATION REEMENT  
(PLEASE KEEP THESE FOR YOUR RECORDS)**

I desire that my son/daughter be allowed to participate in the 2018 FirstLight Federal Credit Union Sun Bowl Parade. I fully understand and my son/daughter also fully understands that participation in and transportation to and from the Parade could create a risk to the life, health, or safety of my son/daughter. I assume full and complete responsibility for any injury or accident that may occur to my son/daughter in his/her travel to and from and for participation in the Parade. Name of Student participating is: \_\_\_\_\_, of \_\_\_\_\_ (Name of School).

In consideration of \_\_\_\_\_ SCHOOL DISTRICT (“District”) and SUN BOWL PARADE (“Sun Bowl Association”) allowing my son/daughter to participate in the Parade, the sufficiency and receipt of which is hereby acknowledged, I hereby INDEMNIFY, RELEASE, WAIVE, DEFEND, and HOLD HARMLESS District and Sun Bowl Association, their respective directors, trustees, officers, employees, agents, and legal representatives, from and against any and all claims, suits, losses, judgments, damages, and liabilities including any investigation, legal, and other expenses incurred in connection with and any amount paid in settlement of any claim, action, suit, or proceeding (collectively called “Losses”), to which District or Sun Bowl Association may become subject, if such Losses arise out of or are based upon my son/daughter traveling to and from or participating in the Parade. This right to indemnification is in addition to any other right available to District and Sun Bowl Association. This release, hold harmless and waiver shall be binding on my heirs, successors, and assigns, and legal representatives.

I HAVE CAREFULLY READ THIS AGREEMENT AND UNDERSTAND IT TO BE A RELEASE OF ALL CLAIMS AND CAUSES OF ACTION FOR MY SON’S/DAUGHTER’S INJURY OR DEATH, OR DAMAGE TO MY SON’S/DAUGHTER’S PROPERTY, THAT OCCURS WHILE TRAVELING TO OR PARTICIPATING IN THE DESCRIBED ACTIVITY AND IT OBLIGATES ME TO INDEMNIFY DISTRICT AND SUN BOWL ASSOCIATION, THEIR RESPECTIVE DIRECTORS, TRUSTEES, OFFICERS, EMPLOYEES, AGENTS, AND LEGAL REPRESENTATIVES, FOR ANY LIABILITY, INJURY, OR DEATH OF ANY PERSON AND DAMAGE TO PROPERTY CAUSED MY SON’S/DAUGHTER’S NEGLIGENT OR INTENTIONAL ACT OR OMISSION.

\_\_\_\_\_  
Printed name of Parent or Guardian

\_\_\_\_\_  
Signature of Parent or Guardian

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed name of Student (if 18 years of age or older)

\_\_\_\_\_  
Signature of Student (if 18 years of age or older)

Date: \_\_\_\_\_