

Portland Rose Festival Mini-Float Handbook



This handbook will help provide guidelines for mini-float construction and decorating.

For all design and construction inquiries, please contact Carla and Gary Stenberg at 503-348-6688 or email cgstenberg@comcast.net

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Introduction

Portland Rose Festival Foundation

The Portland Rose Festival Foundation has been part of Portland's popular culture for more than a century and has its roots in tradition while its programming is both contemporary and nostalgic. Foresighted city leaders started the festival during the first decade of the 20th Century in order to put Portland on the map and brand it the 'summer capital of the world.' Little did they know that more than a hundred summers later the Rose Festival would be world famous for its amazing, award-winning events, as well as serving as a community leader for celebrating values like volunteerism, patriotism and environmentalism. In 2010, the Rose Festival was finally acknowledged as Portland's Official Festival by proclamation of the City Council. The Foundation is a 501(c)(3) non-profit charitable organization.

With dozens of events spotlighting the diverse interests and culture of the community, the Rose Festival makes a positive impact on hundreds of thousands of lives annually, bringing smiles to the faces of both locals and guests. Peruse our website to learn more about the festival's three popular parades, its three-weekend urban fair packed with great entertainment, good food and fantastic features, and about the iconic Court made up of local high school women making goodwill visits all around the state. The Rose Festival makes Portland a better place to live, please visit. www.rosefestival.org.

Grand Floral Parade

A cherished highlight of the Portland Rose Festival, this popular procession is more than a spectacular floral-filled parade; it's a beloved annual tradition. For more than 100 years, Portland families, visitors and community groups have been making memories at the Spirit Mountain Casino Grand Floral Parade. A colorful reflection of local, regional and international communities, the parade draws hundreds of thousands of cheering viewers of every age, along a 4.2-mile route that winds through city streets and across the river. This is an opportunity for your city or festival to have visibility in this parade with a mini float seen by 450,000-500,000 people along the parade route and another 1.5 million viewers during the live television broadcast which is re-broadcast on cable television. **This year's Spirit Mountain Casino Grand Floral Parade will begin at 10:00 a.m. on June 9, 2018.**

Mini Float Program

The La Petite section of the Grand Floral Parade was introduced in 2015 led by Carla and Gary Stenberg, our volunteer mini float designers. Carla is a current board member and the Grand Floral Parade Chair while Gary is the Vice Chair of Floats. The program was designed to enable other festivals and cities to enter a floral float in the Grand Floral Parade at a price point that is affordable. The average cost of construction and floral materials is \$500 - \$1,000 for a simple float and some cities have spent up to \$7,500 for a very intricate sculptured mini float at this point in time. Thus, they can be as simple or as complex as your community of volunteers is willing to tackle and can

afford to build and decorate. The average price is \$1,000 - \$2,000. Golf carts can be purchased used and even rebuilt if not running.

This handbook has been prepared to help guide you through the process and provide you with the basic information of building and decorating a mini float. Though at first the project may seem challenging when you see past photos of the floral masterpieces or perhaps have even viewed the parade in person or on television, your mini float starts with a lot of basic building block processes that can be easily accomplished with a spirited volunteer group.

The key to starting a group is volunteer recruitment of local citizens who may have been involved in similar projects in the past and would like to promote their community. You can ask to speak to local civic organizations (Rotary, Lions, Kiwanis, etc) and ask the local Chamber of Commerce to provide lists of their volunteers for you to contact.

APPLICATION PROCESS and GENERAL RULES

1. Request Your Application

Please call Jessica Metteer, Special Events Manager at the Portland Rose Festival Office at 503-227-2681. She coordinates the administration of the mini float program. You may also reach her by email at jessicam@rosefestival.org. Additionally, the application is available on the NW Festival Hosting Group website at <https://nwfestivalhosting.com> under the menu item Parades.

2. Requirements

a. Float Chassis

Your chassis can be a golf cart, but it should be gas powered as it needs to be able to complete approximately 6 miles of driving between pre-parade, parade route and driving to the Float Display Showcase along the Portland waterfront next to our City Fair (carnival and concert zone). It can be a Gator or other similar chassis. Due to the size of the doorway to the Coliseum and to the width of the downtown streets, these are the maximum dimensions of the golf cart floats (unless otherwise approved by the Parade Steering Committee): Length: 14' Width: 9' Height: 12'

b. Decorations

This Floats must be 90% covered with organic materials which is defined as anything grown from a seed or is a seed. Basically, anything the parade audience can see should be covered with organic material. Remember as you enter the Veterans' Memorial Coliseum and the TV coverage area just outside of it, you float can be seen from the top. Organic materials includes natural flowers, fresh fruits or vegetables, leaves, grains, grasses, bark, legumes, beans, cotton, or seeds. Slight tinting of seeds is permissible.

ARTIFICIAL FLOWERS ARE PROHIBITED. Please see the resource pages at the end of this handbook for examples of organic materials. Decorations must not interfere with the proper mechanical functioning of the golf cart. For example, decorations that would excessively weigh down the golf cart or impair the tire or steering wheel movements are prohibited. Judges will consider artistic arrangements and harmonious blending of natural flowers together with the general artistic effort of the entry. No advertising of any trade, mercantile pursuit, article or merchandise or replica thereof, or which is symbolic of an industry, or a business occupation other than the name of the entry, shall be allowed on a float. Lettering of the name of the entry must be in flowers, seeds or other natural materials and will be a factor in judging. Signage should be no larger than a 24" x 24" or 18" x 36" sign on each side OR front and back of your float. We can make a likeness of your logo for you to reproduce in coconut and white sweet rice which resembles the signage for the large floats. This is our preferred method of signage. Please inquire as to the current cost. The past several years the cost as ran between \$25-50 per sign. Parade Operations Manager and Parade Chair reserve the right to disqualify any entry. Float theme and color Concept Drawing must be submitted for approval no later than April 1, 2018. If you need assistance with your drawing, please contact Carla Stenberg at cgstenberg@comcast.net or 503-348-6688 and she will arrange to have it drawn for you. If you have questions about signage, please ask prior to placement and making it.

c. Driver

Give some thought as to who will drive the vehicle. Select someone with experience at maneuvering trailers, driving golf carts and maneuvering in tight spaces. The parade is not the place to obtain "on-the-job training." Each float driver, and alternate if applicable, shall be adequately trained on the float they are to drive, and must drive that float during all maneuverability tests. The minimum age for a Parade driver is 21. Each driver must have a valid driver's license. Driver **MUST** be dressed in themed costume. If not in themed costume, the driver must not be visible. NO speeding, wheelies, burn-outs, circles, etc. Straight line driving only, unless instructed by the lead driver and then you must follow his lead during the parade. **The Driver's name, license number and expiration date plus insurance information must be turned in with the application form.**

d. Riders

Riders should be used on floats only when they serve a useful function to the overall theme of the float, and must be costumed appropriately to fit the theme. **A list of the float riders must be submitted to the Rose Festival Grand Floral Parade Steering Committee by May 1 (for TV script).** All riders and walkers must sign a waiver form by May 1.

e. Distribution Of Materials From Floats

Due to safety regulations, roses, flowers, samples of merchandise, water, or any other articles are prohibited from being thrown or given away from floats or by any other persons in the parade.

f. Walkers

Each entry fee covers one mini-float, one driver, 3 riders and up to 6 walking participants. All participants must be 14 years of age or older. Walking participants need to be dressed in costume or uniform that corresponds with their entry theme or festival. It is important that entries remember not to “hurry up” but “keep up” with the parade pace as this is a televised parade. If any entry cannot maintain the proper pace and the flow of the parade is hampered, the entry will be asked to drop out of the parade.

Please remember this is a 4.2-mile parade with an uphill incline at the end. Walkers will need to walk an additional 4-5 blocks to ride the MAX light rail back to the east side or to reach their car if they have parked in the disband area. Only 1 vehicle is allowed in the disband area per float.

g. Safety Equipment

Your mini-float will be inspected prior to the Grand Floral Parade. This may be done Friday evening prior to Judging Session #1. The Float Inspection Committee is responsible for maintaining reasonable contact with the builder of each float during construction and will keep a checklist of mechanical and safety requirements for each float. They will discuss any irregularities with the float builder. The float builder is to receive a copy of the inspection report and any follow-up inspection reports and is expected to adequately respond to each inspection recommendation. A maneuverability test, including power and brake tests, is to be conducted for each float prior to flowering. The reports of the inspections and tests are to be copy, the other copy completed in duplicate with the float builder receiving one to be forwarded immediately to the Rose Festival office. Flooring shall have adequate strength to safely support all riders. No sharp projections that might result in injury shall be present around the perimeter of the float from ground level to a height of seven feet above ground level. Riders must have a seat belt stanchion if standing or seat belt attached to seated area for riding on the mini float.

Mechanical & Equipment

Tires:

All tires shall be reasonably new and of good quality, having no less than 3/32inch of tread depth. Tire load capacities shall be adequate for the loaded weight of the float. Tires must not rub any portion of the frame when the wheels are turned.

Towing Attachment:

All floats shall carry a tow strap of 25 feet long and have a location front and rear for this tow strap to hook into for towing purposes. If breakdowns occur,

you will be towed by the cart ahead of you or you may be asked to tow the one behind you. The Float Marshal escorting your float will coordinate this process. All mini float drivers and Marshals will be provided headset radios for communication purposes to keep in contact with all mini floats.

Fire Extinguisher:

At least one 4-pound dry chemical or one 10-pound carbon dioxide fire extinguisher must be placed within easy reach of the driver and each other rider (driver helper, animation technician, etc.). This must be freshly charged with the tag showing the date within 12 months of the parade date. Carbon tetrachloride fire extinguishers are forbidden.

Variations:

Any variance from the established regulations of the Grand Floral Parade must be applied for in writing by the builder to the Vice-Chair of Floats and/or Grand Floral Parade Steering Committee, and may not be considered granted until permission is received in writing from the Grand Floral Parade Steering Committee. Variations must be secured BEFORE APRIL 1, 2018. This committee will also review all float designs and verify that all requirements in developing the design of the float have been met.

Visibility

Sufficient visibility must be provided for the float driver or the float may be altered before entering the lineup, by approval of steering committee member.

h. Insurance

The float builder shall purchase from and maintain in a company or companies lawfully authorized to do business in Oregon such insurance as will protect the builder from claims which may arise out of or result from the builder's operations and for which the builder may be legally liable, whether such operations be by the builder or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The following are minimum requirements:

General Liability:

\$1,000,000 per occurrence for bodily injury and property damage if the policy does not contain an aggregate limit;

\$1,000,000 per occurrence for bodily injury and property damage, \$2,000,000 annual aggregate for bodily injury and property damage should the policy contain aggregate limits. The policy will also be endorsed so the aggregate will apply separately and specifically to the builder's operations during construction and operation of floats for the Grand Floral Parade;

Automobile Liability:

\$1,000,000 per occurrence for bodily injury and property damage.
A certificate of such insurance shall be filed with the Rose Festival office no later than April 15 evidencing the above insurance requirements.
Each certificate of insurance shall contain an additional insured clause and cancellation clause as follows:

Additional Insured:

The Portland Rose Festival Foundation is to be named as additional insured but only with respect to liability arising out of any operation of the named insured in connection with the Grand Floral Parade.

Cancellation Clause:

This policy of liability insurance shall not be canceled, suspended, terminated or amended, nor shall the limits of liability be reduced until after thirty (30) day notice is given by certified mail to the Portland Rose Festival Foundation. The address is 1020 SW Naito Parkway, Portland, Oregon 97204

i. **General Rules**

Floats must be delivered to the Parade Committee on Friday, the day prior to the Grand Floral Parade, at such time and place as the Vice Chair Floats in charge of the parade will advise. The Vice Chair Floats in charge of the Grand Floral Parade will have final decision-making authority, once a float has been presented for judging, should any situation arise. **FAILURE TO COMPLY WITH THE ABOVE RULES WILL ELIMINATE THE FLOAT FROM ALL AWARD COMPETITION AND POSSIBLY FROM THE PARADE.** Decorated bicycles, motorcycles and automobiles are not acceptable as float entries. The use of banners or bunting on floats is prohibited. Your float will have to judging sessions: 1)Friday evening for the float only and 2)Saturday morning at 6:00 am with costumed riders/walkers for final judging. Awards will be determined by the judging panel by 7:30 pm for release to the Media for the TV broadcast and PR Towers along the parade route.

- j. **Entry Fee** – The entry fee for Mini Floats for the Grand Floral Parade is \$200 for US Floats and an adjustment is made for Canadian floats to be fair for the exchange rate. Please check with the Parade Chair for that amount.

k. Application Deadline – APRIL 1, 2018

The Grand Floral Parade Creative Team will review your parade entry application and concept drawing. A confirmation of your acceptance will be emailed to your contact email on your application by April 15th. We will include a maximum of 15 mini floats in the LA Petite section of this year's parade.

3. Parade Formation and Disband Instructions.

All instructions, maps, driving directions, access passes, Grand Floral Parade tickets for Memorial Coliseum inside seating will be mailed to you by May 25th. You will receive 4 complimentary parade tickets for inside the Coliseum. If you wish to purchase more at \$20 per ticket, please contact Carla Stenberg by May 1st to enable us to add those tickets to your free tickets for seating together.



Building and Decorating Your Mini-Float

1. Site Selection

Before you begin, you will need to identify a place where you can build and store your float. An oversized garage would be a great start. You can expect the float building to take approximately 50-100 hours depending upon how complex your design is, such as moving parts, levels and frame type. We find the average mini float takes 50-60 hours to build and decorate from start to finish.

Be certain you have clear access to electrical outlets. You will need a variety of tools. Here are a few you'll want to plan for: a table saw or circular saw, saber saw, handsaws, hammers, staple guns, well-stocked tool box with screwdrivers, pliers, wrenches, utility knife, etc., a long tape measure and carpenter's square. Other tools will certainly be needed if you're going to add animation, special effects or other features to your float.

If you are not in a covered facility such as a garage or warehouse, you will need to plan for protection from the weather, especially in the later stages of construction. A few large sheets of plastic or a tarp that can be carefully placed

over your float and fastened securely will be needed as "standby" items once you get into the decorating phase. Before that, you will probably be able to pull the float into the garage each night for protection.

2. Theme and Design

Each year the Rose Festival selects a theme and it is announced at our Fall Board Meeting in late October. Your city or festival has the option to select a design theme around the Rose Festival theme or feature the theme of your festival or a unique feature of your city.

If you need inspiration, our consultants have created Pinterest Boards to get you started. Check out the App Pinterest and Carla Stenberg/Floats-Golf Cart Mini-Floats, Float Designing, Float Examples Floral, Float Floral & Organic Materials & DIY, Floats Hoop Skirt Ideas, Float Elements, Floral Design and Float Examples Festooned and more for some great ideas.

Float theme must be appropriate for a family event and approved by the committee. Entries of political or social causes will not be accepted.

Once you have decided upon a theme idea, have an artistic person make a drawing for you. You can refer to the drawing while building your float. This alleviates many headaches as you go along. The drawing will be part of your application process and must be submitted by April 1st. If you are unsure of your selected theme, please call us to ask before you get too far into planning.

3. Detailed Plan of Action

Allow yourself anywhere from one to two months before the parade to assemble your float. A float that is very elaborate will obviously require more time to assemble. It is wise to make a detailed plan of how you will assemble and decorate your float step-by-step. The best way to do this is to start with each element, such as the base, then describe how each element will be done, and lastly which flowers will need to be placed in flower tubes the last day before the parade. For example, if you were building a castle on your float, you would break the steps down into the following:

- a. Sketch castle and determine finished size
- b. Determine plywood needed to make castle
- c. Cut out plywood pieces for castle
- d. Sand any rough edges on castle to prepare for painting
- e. Paint base coat of seed color and let dry

- f. Draw castle bricks and design on painted wood
- g. Glue seeds on each section of brick and lines separating bricks with different seed and let seeds dry.
- h. Thursday & Friday before parade place floral bouquets at sides of castle and elsewhere on mini float

4. Frame Construction

BASIC FRAMEWORK

You are going to need to build a frame for your chassis. Used golf carts/gators and ATVs can be found on Craigslist. Golf carts are the best base as they are lower to the ground and lend themselves to more versatile designs. Mini Consultant Gary Stenberg will assist you in finding a suitable golf cart and can be reached at britishspares@comcast.net or 503-522-2989. All golf carts are sold as is between Gary and the buyer.

The basic frame can be built with plywood, PVC pipe with chicken wire or steel tubing, if you have someone adept at welding. Shapes can be square, triangular, round, etc. They can have layers and separate pieces. For any design in which the driver will remain in an enclosed area, it is suggested that the design should involve an installed generator and portable window sized air conditioner. Check out the internet for ideas of parade floats. Carla Stenberg has several Pinterest boards about floats as referenced before and you can see different construction techniques if you attend one of our float building and design workshops.

TECHNIQUES

Paint

You will be painting different surfaces such as plywood or foam insulation or a window screen sandwiched between two pieces of burlap or burlap covered chicken wire. Use outdoor latex paint as a base coat for the color of your finished materials. For example, if you are using onion seeds which are black, you will want to use black paint underneath them. If you are using coconut that has been dyed a color (pink) you would use a corresponding color underneath. Spices give great variance in shading for animals and faces.

Forming Shapes

There are many materials that you can use to form shapes for your float theme. The following are some ideas that are used on the large Grand Floral Parade

Floats:

Carving Foam

Urethane foam, bead foam and Styrofoam, can all be used to carve props. Your best sources are packaging material companies and building insulation sources.

Many products are available to seal and surface foam props:

ROSCO FOAMCOAT - A water based protective coating. The consistency of wet plaster

FOAMCOAT - Dries to a hard-durable coating that can be sanded or simply painted. This is available at theatrical supply companies.

CHIL-SEAL - Insulation coating made by Childers. This is available where building and plumbing insulation is sold.

Foam Rubber - There are many sizes of foam rubber. For instance, 1/2", 1/4" and 1" foam can be used to surface welded props. The prop should first be covered with burlap (or other available inexpensive fabric) to create a surface for the foam to be applied. Once the foam is glued in place, gaffers tape can be used to smooth the seams. The piece can then be surfaced with papier-mâché or covered with another layer of burlap, before painting.

Steel Pencil Rod with 5mm foam glued onto the shape you have welded together
Surfacing

ELASTOMERIC is a product designed and sold for surfacing mobile home roofs. It is also a wonderful product to coat burlap. ELASTOMERIC smoothes the surface and seals the seams. There are many brands on the market and it is available at most home improvement stores. This is a great product to weather proof your float and may be less expensive than latex paint. Props should be finished with a good brand of exterior latex paint. We use this roof coating product to seal our burlap covered floats that are going to be used from year to year for water protection.

Floral wire and masking tape

These items can be purchased at your local craft stores. Small flowers and other shapes can be formed using a 22- gauge floral wire. Once the shape is formed, the open area of the petal, leaf or shape can be covered with masking tape.

Scrunched newspaper or foam rubber can be put on top of the tape to give dimension. Another layer of tape can then be added. Once that is complete, a layer of elastomeric coating can be added to seal the shape. The shape is now ready for paint and seeding. See the squirrel example in resources as it is paper mache' with masking tape.

Upholstery Supply Companies - See Resource List

Many of these are wholesale only, but this will be the best resource for affordable pricing. BURLAP, FOAM RUBBER, HOG RING PLIERS and HOG RINGS are all valuable float building tools. FOAM and FABRIC ADHESIVE is a spray adhesive for all fabrics, foam rubber, floral sheeting and dry floral materials.

Many companies carry a house brand that can be less than half the price you would pay for spray adhesives at a home improvement store.

Special Effects

Special effects enhance the visual appeal of floats and give creative types an outlet to express their imagination. Special effects include almost anything you can conceive that brings excitement, vitality and originality to your entry. These include animation such as moving parts (i.e. butterfly's wings opening and closing, a campfire flame spinning, a flag waving, etc.) Let your imagination run wild.

POWER SOURCES

A fire extinguisher **MUST** be carried on the float during the parade. A participant must be trained to use the extinguisher. We also recommend a fire extinguisher be kept nearby during construction. **The fire extinguisher must be freshly charged within 12 months of the parade date. This will be part of your parade day inspection.**

Many special effects require electrical power. You can decide on the best power source after you complete your plans and have some idea of what type and the quantity of power you will need. Many small items may run on a battery, normally a car or golf cart battery. Be sure you use a separate battery from the one being used to run the vehicle pulling your float. Pulling the float through the parade will be enough of a strain on the towing vehicle without tapping into its power supply.

If you will be using a powerful sound system or any other 110-amp electrical equipment, you'll need to use a gas powered electric generator. They are normally available at equipment rental stores. A 5,000-watt generator will rent for about \$45 per day. Note: These must not be installed **UNDERNEATH** your float. They must be away from flammable materials and in a well-ventilated location. You might put it in the rear of the float.

ANIMATION

Animation is one of the best special effects used on floats. In general, there are three common methods used to put motion in float animation.

- A turntable driven by a motor at the center that turns the table and creates animation.
- An "extra" wheel that trails under or behind the float. Then a belt and pulley system transfer that rotation into the movement you need to make your creation run. Bicycle wheels are great for this purpose. Many of us know someone who has an old bicycle tire to "spare."

- A motor mounted on the object that is to move. That will allow you to have an object rotate around a turntable for example.

Other animation requires motions that will have to be worked out for your individual circumstances. Don't let the little extra time you might have to spend working on a solution keep you from using animation. It is a tremendous asset to a float and a great crowd pleaser.

SOUND

Sound - either music or sound effects - is another great dimension that you should consider for your float. Best of all, it can be added with little investment in either time or money.

The best source is a portable CD or MP3 player or even an iPhone. Many of the CD players will allow you to program a REPEAT function to re-play a selection track again and again. This might be perfect if you are using a straight song and it's available on CD. Additionally, there are many wireless units available now on the market that are inexpensive and small that are sufficient to use with your iPhone and broadcast your theme music.

Once you have selected your sound source, you'll need to obtain a playback system with amplifier and speakers. Boom boxes are rarely a good solution. Although they may rattle walls of your children's bedroom, they won't supply the sound or quality you will need on the parade route. Many great wireless options are now on the market.

Instead, consider a wireless option or a stereo amplifier or receiver with several bookshelf-type speakers placed on both sides of the float. Position them behind your frame or other surfaces that will allow the sound to penetrate. You will probably need a small generator, which can often be used to power a limited number of lights or other accessories. The difference a quality system will make in your sound is dramatic and it will pay off parade day.

LIGHTS

Since we mentioned lights above, by all means consider them if they can fit into your design. The important thing to remember is lights that constantly stay on probably will be hard to see in sunlight. On the other hand, Christmas tree sets such as "motion lights" or flashing lights, as well as strobe lights, can be seen if they are well placed. They can make great billboards around signage and on other features you want to highlight. Be sure to position lights away from direct contact with cardboard, and other easily flammable materials. The wires need to be covered within the floral or organic materials

ADEQUATE VENTILATION

The driver can become very warm in the small enclosed space of the mini-float. Please provide adequate ventilation. If you use a generator, you can use small electric or box fans or window air conditioners. These can be found on Craigslist for a minimal

expense. If you do not use a generator, you will need battery operated fans. Additionally, bring enough water to keep you hydrated.

Special effects are just that SPECIAL. You can probably come up with an effect that has never been used in just that way in a parade before. Special effects can help to make a good float a GREAT float. Also, they are what catches the judges' eyes and help you win those coveted **PARADE AWARDS**.

1. Dick Powers Picture Perfect Award - Best Overall Mini-Float in the Parade
2. Parade Queen Award – Best hooped skirt design
3. Parade Chair Award – Best overall use of creativity

MATERIALS

It is now time to gather up the materials to build your float:

1. Trailer for your golf cart - The tow vehicle will be used to carry your golf cart float from your storage place to the parade and back.
2. Frame building materials - Plywood, lumber, rough ply sheeting, PVC pipe, PVC joints, self-taping screws, chicken wire or burlap – the material you have decided will best fit your design.
3. Tools - Skill-saw, jig-saws, hammers, nails, scissors, staple gun, and staples (1/2" for coroplast signs), hog rings, hog ring pliers for chicken wire/burlap, screw guns, saber saw, level, ruler, squares, felt markers, pencils, glue and measuring tapes.

We have wholesale accounts in Portland to assist you with stretching your resource dollars. Contact Gary Stenberg. This can be added to your supplies invoice.

4. Organic Materials

Material Application Techniques

Gluing Seeds, Grains and Flowers

To glue seeds and grains, we recommend using white glue. We use regular white glue such as Elmer's or Borden's and have gallons in stock for \$12.00 per gallon.

If the beans are on a vertical surface, they require contact cement.

Fresh flowers require a special floral glue that will not burn the petals.

Floral glues are available at all of the stores at the flower market or from Coral Industries in large quantities. Usually, we can order sufficient quantities for you from the Portland Flower Market in which our Mini Float Consultants have a wholesale license.

If a small amount is needed, Michaels and other craft stores also carry them. Amazon is another great resource that also carries florist glue and many other supplies.

Coconut Usage on Floral Floats

We can provide you with custom dyed colored coconut at \$10 per lb., and white coconut at \$3.50 per lb. You can buy your own and follow these instructions to prepare it for usage.

Place your coconut in a paint strainer bag and boil until there is a lot of foam on top. Take the bag out, rinse in cold water, change the water and boil it again. If there is still a lot of foam, boil it again. After the third boiling there shouldn't be much foam or oil on top. Each time you rinse the coconut in cold water, squeeze the coconut out in the strainer bag. **THIS HAS TO BE DONE EVEN IF YOU DO NOT PLAN TO DYE THE COCONUT.** If you do not remove the oil, the coconut will turn yellow on your float. After all the oil and foam has been removed, the coconut is ready to be dyed your desired color. We recommend using RIT dye and we have color recipes for you if you want custom colors. After dyeing the coconut, allow it time to dry.

You can use RIT dye to dye the coconut by boiling it in clean water with your dye. Once your desired color has been reached, rinse the coconut with cold water. After rinsing the coconut, dry it in an oven heated to 200 degrees Fahrenheit. Note that in a home oven it can take up to 24 hours to dry one package of coconut. We use unsweetened macaroon coconut and dry it in a commercial sized food dehydrator overnight. Additionally, you can blend the coconut to make it even smaller in size. Another helpful hint, don't drain the foam and oil down your sink drain, as it does tend to clog it up. The foam makes a great hand cream.

5. Floral Design

Fresh Flower Arrangements

Use containers such as dish pans, buckets or inexpensive plastic items often found at the Dollar Store. A square or rectangular item can be placed in a wooden frame. Cover that frame with moss using clear caulking glue to hide the bucket. Fresh flowers should be applied 1-2 days prior to the day of the parade, depending on weather and your source for keeping them cool prior to use. Our desire is that all mini floats have their final fresh floral display finished at our warehouse on Thursday and Friday prior to the parade. They will be escorted by a team of drivers Friday evening to the Veterans' Memorial Coliseum.

6. Signage

Your signage can only be 10% of your entire float. You will want to identify the community, city or festival which your float is representing. Thus, letters or an image are almost always used in some form on floats. You can choose from readymade lettering or others that must be made from paper, Styrofoam or wood. Some general considerations for lettering include:

- Contrast between the letter color and the background color.
- Make all letters as large as possible. Will a parade spectator be able to read it from 20 feet away?
- Font/typeface - keep it simple and legible. Script lettering is rarely used in Informational signage for good reason.
- We can have your city or festival logo printed on coroplast in color for covering in dyed coconut and seeds. The cost currently for a 24" x 24" is \$25 each and 18" x 36" is \$50, prices subject to change. You will need two signs for each side or one for the front. **It is our preference that all city and festival signs be completed this way for consistency in look for the parade.** Please send a high-resolution image of your city logo (eps or jpeg or PDF format) to Carla Stenberg at cgstenberg@comcast.net for the production of this sign. Your signs can then be sent to you for completion at your facility or you can complete them in ours. Note that this is a very detailed "paint by number" type of project using glue, small brushes and coconut and Amaranthus seeds; it can be time consuming. Expect a 24" x 24" sign to take 4-8 hours to complete depending upon its complexity.

Ready-made letters and paper letters are 2-dimensional, but they can be quite effective when used on the proper background. Styrofoam letters are cut from sheets of building insulating materials that can be inexpensively obtained from many lumber yards and building supply centers. It is available in several thicknesses and produces letters that are 3-dimensional and can be mounted on a wide variety of surfaces. In addition, many sign stores can make inexpensive signs that you can then cover with the seeds and proper adhesive product.

MINI-FLOAT RESOURCES

Consultants:

Design:

Carla Stenberg
503-348-6688
cgstenberg@comcast.net

Construction:

Gary Stenberg
503-348-6688
britishspares@comcast.net

Carla and Gary are available to meet with your team leaders or your entire group to assist you in the design or construction process. They have extensive experience in designing and building awarding winning floats for the Royal Rosarians and the Mini

Float Program. Carla is a Director with the Portland Rose Festival Foundation and our Grand Floral Parade Chair. Gary is a “jack of all trades” with experience in mechanics, building, design and that knack to help you build your float inexpensively with creative ideas and serving as our volunteer Vice Chair of Mini Floats this year for the Grand Floral Parade

Suppliers:

Craig's List	Dollar Tree	Discount lumber stores
eBay	Home Depot	Lowe's
Fred Meyer	Michaels	JoAnn Fabrics
Hobby Lobby	Amazon	Tuesday Morning
Online craft stores	Fiftyflowers.com	Florabundance.com
Discount grocery stores for spices, rice, coconut, etc.		
Farmer's markets for flowers	Friend's gardens for flowers	
Coral Industries	Wilco	
Moon Hill Upholstery - wholesale prices		
Bob's Red Mill - offer's wholesale discount to Rose Festival float builders		

MINI-FLOAT EXAMPLES

Below are examples of themed golf cart mini-floats from the past few years of Grand Floral Parades. These are just ideas to help you get started. The possibilities are endless!







Hoop Skirt Examples





Other Mini Float Examples:



COSTUME EXAMPLES



Seed Types:

The float must be decorated with all organic material. The following are charts of acceptable variations of seeds that can be used to create your float.

SEED CHART

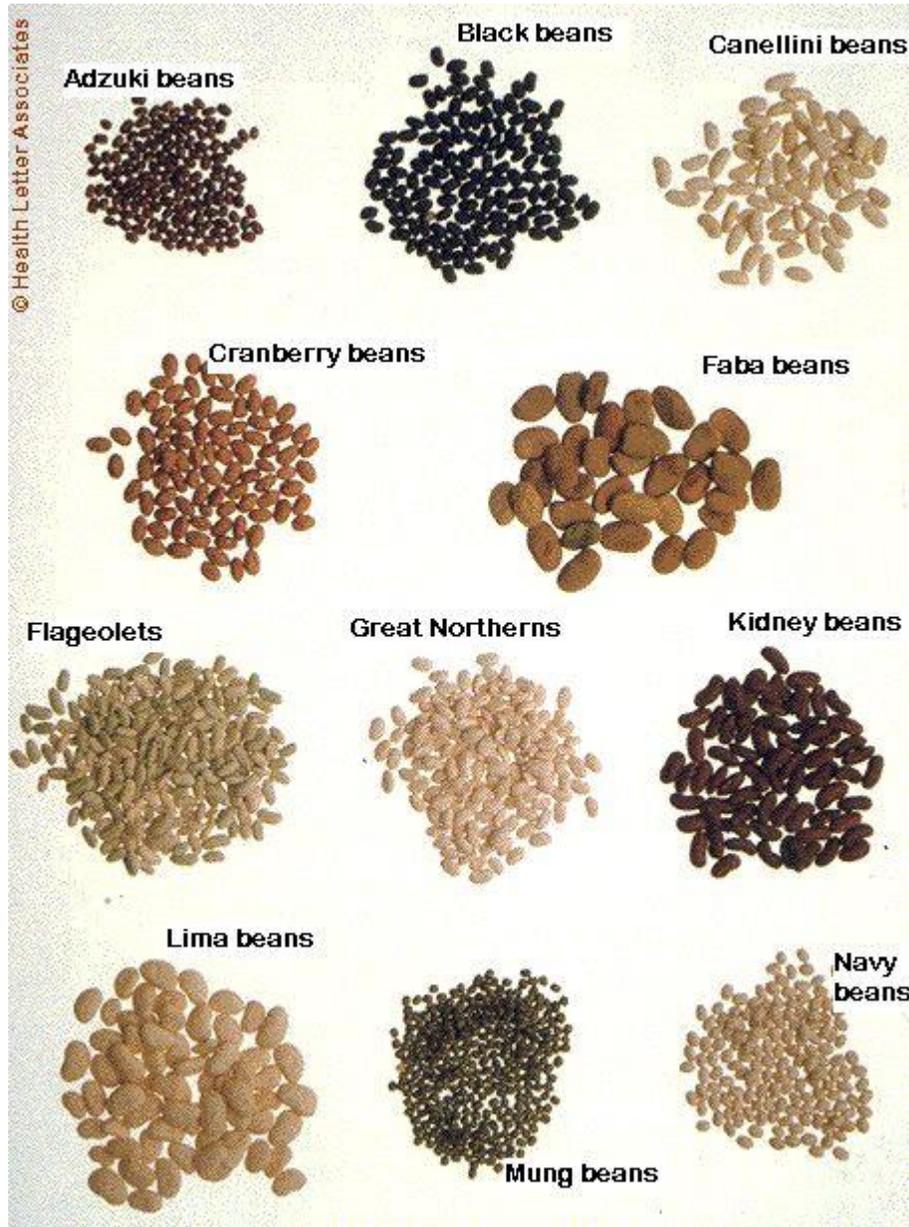


	Purple Static		Cracked Wheat
	Pampass Grass		Red Lentils
	Yellow Static		Brown Lentils
	Blue Static		Split Peas
	Yarrow		Flax Seed
	Poppy Seed		Sesame Seed
	Lavender		Light Lettuce Seed
	Onion Seed		Dark Lettuce Seed
	Rape Seed		Grass Seed
	Red Dock		Orange Strawflower
	Garbanzo Beans		White Strawflower
	Popcorn		Red Strawflower
	Pink Strawflower		Macaroon Coconut
	Yellow Strawflower		Shredded Coconut
	Calendula		Flake Coconut
	Parsley		Corn Meal
	Nori (Seaweed)		Corn Polenta
	Buckwheat		Raspberry Powder
	Ground Coffee		Corn Silk
	Red Millet		Corn Husk
	White Millet		Raffia
	Golden Millet		Medium White Beans
	Sweet Rice		Spanish Moss
	Calrose Rice		Green Spanish Moss

Seed Types:



Beans for Coloring



Products and Adhesive Methods

Product	Company	Weight	Color	Brand Name	Types	Adhesives
Flex Foam	Packaging Resources	1.2 lb.	Green	Ethafoam	Plank	Foam and Fabric adhesive
Polyethylene	Tualatin Oregon	1.7 lb.	Blue		Sheet	Ecomastic/3M
	503-691-1161	2.2 lb.	White		Rounds	Elastomeric
Carving Foam	EJ Bartell's Portland	2.0 lb.	Brown		Billets	Nashua 357
Urethane	503-228-9367				Trimmed Billets	Foamcoat/Rosco
Styrofoam	Floracraft		White	Styrofoam	Planks	White Glue
Polystyrene	1-800-833-2550					Nashua 357
	Display and Costume				Balls	Foamcoat/Rosco
	206-362-4810					
Spray Foam	Cork Insulation		White		Cans	**Requires Ventilation for
Insulation	Seattle, WA				Kits	spraying and cutting
Polyurethane	206-622-1094				Professional	
Bead Foam	Matrix		White	Matrix	Sheets	White Glue
Extruded	Vancouver, WA		Blue	Styrofoam		Foam and Fabric
Polystyrene	360-256-2534			Dow		
Pipe Insulation	Home Depot		Black			
Closed-Cell						
Polymer						
Floral Glue	Coral Industries 562-944-9971	5 gal.	White		# CC-4137	White Glue
White Glue	Rose Festival- ask Carla or Gary	1 gal.	White			White Glue \$12per gallon
100% silicon clear caulk	Home Depot/Wilco					Caulk
Burlap	Moon Hill Upholstery 503-841-5352					
Misty Adhesive Spray	Moon Hill Upholstery 503-841-5352					
Pre-dyed coconut	Carla Stenberg*					
Flowers	Carla Stenberg*					

* **Must order pre-dyed coconut from Carla by April 1, 2018!**

* **Must order flowers from Carla by May 1, 2018**