



Aloha Festivals Court Appearance Request

Name of Organization _____

Contact Name: _____ Phone: _____

Mailing Address: _____ Fax: _____

City: _____ State: _____ Zipcode: _____

Email: _____

Appearance Date: _____ Time: _____

Promotion Area:

Is this location indoors or outdoors? _____

Is there shade or covering from the weather? _____

Type of Promotion(Explain in detail): _____

How will the court make their entrance? (Critical information will include pathway of entrance and exit, whether grassy, concrete, wood, carpeting, etc.) _____

Will Court have assistance getting to and from the specific area that they will be staged? _____

What will Court be required to do?: _____

Will there be a master of Ceremonies to introduce the court? _____

Will you require a script to introduce the court? _____



Will there be a Ho'okupu made to the court? (If so, please explain when this is to take place) ___

The type of appearance will indicate the type of dress, however you are allowed to request whether you would like the Court to be dressed in the following:

_____ Kahiko _____ Old Fashion _____ Monarchial

Dressing area: In most cases, the court will come dressed on the bus. However in cases where the appearance stretches over 2 hours, there should be a dressing room with restroom facilities available to take breaks. Included in the dressing area should be some water and/or refreshments.

Accommodations for Bus Transportation: The court will be transported to and from the promotion site and in some cases may require an area to park especially if appearance is in the rural area of O'ahu.

Indicate: Time court is to arrive on property: _____

Time court is to depart property: _____

Drop off and pick up point: _____

Is there parking available for the bus? _____

Court Meals: If court is appearing over 3 hours, we request that the court be fed. If the court is to be fed in a ballroom or large restaurant area in public view, certain seating arrangements will need to be made with our Court Counselor (see note at the end). If the court is being fed out of public view, it must be in an enclosed area with restroom facilities close to this area.

Aloha Festivals is a non-profit 501©3 organization which sustains itself through a grant from the Hawai'i Tourist Authority, grants from other organizations, private sponsorships, sale of Aloha Festivals ribbons as well as donations. Our **appearance fee of \$750.00** is based upon the needs to cover transportation costs as well as the cost of maintaining the wardrobe of court members and needed incidentals.

PLEASE SEND FORM AND FEE TO:

Aloha Festivals
2250 Kalakaua Ave Ste 315
Honolulu, HI 96815

If you have any questions please feel free to call Royal court coordinator, **Toni lee at 222-7853**, or email parade.lady001@gmail.com.