

# 2025 Saint Paul Winter Carnival Junior Royalty Application



The Coolest Celebration on Earth

Saint Paul Festival & Heritage Foundation  
Proud producer of the  
Saint Paul Winter Carnival  
January 23 – February 2, 2025

**APPLICATION DEADLINE:  
November 1, 2024**



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## **ELIGIBILITY**

The Junior Royalty program is open to those ages 12 and not yet 16 by November 1, 2024. Candidates should have good interpersonal skills, be ready to be goodwill ambassadors for the Saint Paul Winter Carnival, Saint Paul Festival and Heritage Foundation and the City of Saint Paul, and the time and energy to commit to a one-year term as a member of the court. The Junior Royalty makes many appearances during January as well as about 75-100 appearances throughout the rest of the year (mostly summer, but at least 1 event a month in the "off-months").

## **APPLICATION REQUIREMENTS**

Application packet consists of:

- Application fee of \$85 (if you are in need of a financial scholarship, please email us at [JuniorRoyalty@spfhf.org](mailto:JuniorRoyalty@spfhf.org))
- Candidate Contact Information Sheet
- Candidate Fact Sheet
- Parent/Guardian Questionnaire
- Signed Application Waiver: Both parents/guardians **must** sign. In the event a candidate's parents are no longer married, both parents **must** still sign and agree to the terms. **If one parent is unable to sign, please indicate if you have sole custody of the minor on the waiver.**
- Media Release Form
- Photo of Candidate (school picture, headshot, etc.) emailed to [JuniorRoyalty@spfhf.org](mailto:JuniorRoyalty@spfhf.org).

**Completed application packets must be received by Friday, November 1, 2024.**

## **APPLICATIONS NOT CONSIDERED FOR CANDIDACY**

- The following are some examples of why your application could possibly not be considered for the candidacy program:
  - Applications received after Friday, November 1, 2024
  - Incomplete – you did not complete all the pages with the Winter Carnival logo AND/OR not all questions were answered completely.
  - No picture received.
  - Application fee was not received.
- You will be notified via email if your application was or was not accepted.



## **TIME COMMITMENT**

### **CANDIDACY:**

- You will have about 10 candidate events in November and December. Junior Royalty Coronation will be held on Saturday January 4, 2025.
- It is **strongly** recommended that you attend and are on time for all candidate events.
- You will be given a full detailed schedule at the Orientation meeting. Page 6 of this packet has the tentative schedule.

### **IF SELECTED:**

- Pre-Carnival Events in the month of January 2025 – approximately two or three  
**All appearances are mandatory**
- Official 10 days of Winter Carnival – January 23 to February 2, 2025  
Events both weekends plus a few weeknight events  
**All appearances are mandatory.**
- Volunteer Opportunities, Parades and Other Events  
75 to 100 appearances during your reign

### **PLEASE NOTE:**

Allowances for missing events during Winter Carnival can be made for school activities, vacations, sports or other activities. These will be handled on a case-by-case basis with the Coordinators.

## **RULES AND REGULATIONS**

At the orientation you will receive a copy of the candidate rules and regulations. Both parents/guardians are requested to attend this orientation. Before a candidate can participate in the candidacy program both parents or guardians will need to sign and agree to the terms of the candidacy program.

If selected, the court member and at least one parent will be required to attend a meeting on **Monday, January 6, 2025**. At that meeting, the Saint Paul Festival and Heritage Foundation Protocol Manual for Legend Characters will be reviewed in complete detail. The court member and parent(s)/guardian(s) must sign that they have read, understand and agree to the guidelines set forth in the protocol manual before the court member can attend official Junior Royalty events.



## **COSTS**

- The initial application fee of \$85.00. This fee is non-refundable.
- Candidate wardrobe: black dress pants, white blouse/button up, black dress shoes, and business attire of your choice. We will provide a candidate t-shirt!
- Candidates must also provide appropriate coronation attire:
  - Ladies: Long blue formal with straps; appropriate shoes you can walk in
  - Gentlemen: Black suit, white button up, blue tie, black dress shoes

If selected, other expenses can and do occur, which will be the responsibility of the court member's family to cover. A few examples are:

- Festival Kick off Dinners
- Other Festival Buttons
- Individual court member buttons
- Jerseys for Sparkle Nights
- Tickets to Sparkle Night Games
- Parent(s) and/or siblings attending other festival coronations
- Parent(s) cost traveling to and from events

## **WARDROBE**

The Junior Royalty Program will provide the newly selected court the following:

- 2 Official Name Tags
- 50 Court Buttons per Royal Member
- 2 Car Name Plates for parades
- Official Winter Carnival Polo
- Winter Carnival jacket
- Winter warm gear (mittens, scarf, hat/headband)
- Official crown & sash (plus a crown box to keep things safe)
- Basic business wardrobe for all seasons



## **CANDIDACY EVENTS AND DATES**

Some dates are still to be determined. You will be given more information at orientation.

### **November 2024**

Sunday November 10      Candidate and Parent/Guardian Orientation      2:00–4:00pm

At this meeting we will:

- Review candidate appearance schedule
- Go over candidate policies and procedures, Protocol Manual, and expectations
- Sign up for your interview time
- Talk about the Taco Fundraiser
- Brief overview of expectations if selected, especially the official days of Winter Carnival

Sunday November 17      Etiquette Training, Potluck Lunch, Candidate Photos, Service Project      1:00–4:00pm

Tuesday November 19      Ambassador Social      6:30–7:30pm  
Sell Fundraiser Tickets & Introductions

Saturday November 23      Cambridge Lighted Snowflake Parade      3:30–7:00pm

### **DECEMBER 2024**

Sunday December 1      Taco Fundraiser      9:45am set up  
11:00am–2:00pm event  
2:00–??? clean up

Saturday December 7      Public SPWC Button Unveiling      Time TBD (evening)

Wednesday December 11      Service Project: Tie Blankets      6:00–8:00pm

TBD      Caroling with Kates      weekend afternoon

TBD      Service Project:      Time TBD  
Feed My Starving Children

Sunday December 15      Interviews      afternoon  
\*you'll sign up for your specific time at orientation\*

### **JANUARY 2025**

Saturday January 4<sup>th</sup>      Junior Coronation      11:00am rehearsal  
2:00pm coronation

### **If selected, plan on these pre-Carnival dates:**

Monday January 6      Court & Parent/Guardian Meeting  
Wednesday January 8      Klondike Kate Contest  
Saturday January 11      QOS Candidate Fashion Show  
Tuesday January 14      Queen of Snows (QOS) Candidate Dinner  
Thursday January 16      Senior Royalty Coronation  
Thursday January 23      Kickoff to Carnival  
Friday January 24      Royal Coronation



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## CANDIDATE CONTACT INFORMATION SHEET

FULL NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP CODE: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CANDIDATE CELL PHONE: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ AGE: \_\_\_\_\_

PREFERRED PRONOUNS: \_\_\_\_\_ PREFERRED NAME: \_\_\_\_\_

CANDIDATE'S EMAIL ADDRESS: \_\_\_\_\_

SCHOOL: \_\_\_\_\_ GRADE: \_\_\_\_\_

PARENT/GUARDIAN 1 NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PARENT/GUARDIAN 2 NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

WHO DOES CANDIDATE LIVE WITH? (CIRCLE)

BOTH PARENTS/GUARDIANS

PARENT/GUARDIAN 1

PARENT/GUARDIAN 2

PREFERRED METHOD OF CONTACT:  EMAIL  PHONE  BOTH

ASIDE FROM YOUR PARENTS, WHO CAN WE CONTACT IN THE EVENT OF AN EMERGENCY?  
(Name, Phone # & Relationship)

\_\_\_\_\_

ANY KNOWN ALLERGIES: \_\_\_\_\_



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## Candidate Fact Sheet

Candidate Name: \_\_\_\_\_

School Attending: \_\_\_\_\_

### Your Favorite Things:

Song: \_\_\_\_\_

Possession: \_\_\_\_\_

Food: \_\_\_\_\_

Sport/Activity: \_\_\_\_\_

Season: \_\_\_\_\_

TV Show: \_\_\_\_\_

Singer/Band: \_\_\_\_\_

Subject in School: \_\_\_\_\_

Movie: \_\_\_\_\_

Game: \_\_\_\_\_

What do you like the most about school?

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What do you like to do in your free time?

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What is your favorite family memory?

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Who do you consider to be a role model in your life and why?

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What extracurricular activities do you participate in?

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What is your favorite event at the Saint Paul Winter Carnival?

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What three words best describe you?

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Why do you want to be chosen to represent the Saint Paul Winter Carnival Junior Royalty?

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Is this your first time running for Saint Paul Winter Carnival Junior Royalty?   YES   NO   # of times \_\_\_\_

Have you held any other titles?   YES   NO   If yes, please list here.

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Has anyone in your family been a carnival legend character?   YES   NO   If so, what character?

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What size shirt do you wear?   XS   SMALL   MEDIUM   LARGE   XL   XXL

What size jacket do you wear?   XS   SMALL   MEDIUM   LARGE   XL   XXL

Pant size: \_\_\_\_\_   Shoe size: \_\_\_\_\_   Ladies: Dress size: \_\_\_\_\_

Share what type of wardrobe you're most comfortable wearing: \_\_\_\_\_  
(ex. dresses/skirts, pants, pantsuits, etc.)



### **Parent/Guardian Questionnaire**

The following questions are to be answered by a parent or guardian:

Why do you want your child to be chosen for the Saint Paul Winter Carnival Junior Royalty?

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How will you support your child if he or she is selected?

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How will you support the group if your child is selected?

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## St. Paul Winter Carnival Junior Royalty Program Application/Waiver Agreement

The Contact Information Sheet and the Contestant Fact Sheet will be used for judging. Your picture will be used for publicity and invitation purposes: Please take time to fill this out carefully, completely and provide all requested information. In consideration of my participation as a candidate in the Saint Paul Winter Carnival Junior Royalty, I hereby agree that:

- I have voluntarily entered the Saint Paul Winter Carnival Junior Royalty Program at my own will.
- My parents and/or guardian and I have read and signed this Application.
- The Saint Paul Festival & Heritage Foundation may use my likeness/photograph in such appropriate manner as they see fit for publicity purposes.

I hereby release the Saint Paul Winter Carnival and Saint Paul Festival and Heritage Foundation, its officers, directors, and any other individual connected therewith, from responsibility in connection with any injuries sustained by me in my capacity as a candidate for the Saint Paul Winter Carnival Junior Royalty Program.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian 1 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian 2 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **General Information:**

If selected as a member of the Saint Paul Winter Carnival Junior Royalty, I understand that my responsibilities will include representing the Saint Paul Winter Carnival and the Saint Paul Festival and Heritage Foundation as a representative. This includes attendance at local activities, parades, coronations, community events throughout the year and participates in all fundraising events.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

In addition, as parent/guardian, if my child is chosen as a member of the Saint Paul Winter Carnival Junior Royalty, I understand that I/we will be called upon to assist with chaperoning, fundraising, personal time volunteering and transportation. I/we accept these responsibilities in support of my/our child.

Parent/Guardian 1 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian 2 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The undersigned hereby releases and holds harmless the Saint Paul Winter Carnival and Saint Paul Festival and Heritage Foundation, its directors, officers and volunteers. I waive and release the Saint Paul Winter Carnival and Saint Paul Festival and Heritage Foundation and its directors, officers and volunteers from all liability arising from any injury which I sustain as a result of my participation. In addition, I specifically waive and release from all liability for damage to my personal property as a result of my participation in the Saint Paul Winter Carnival and Saint Paul Festival and Heritage Foundation. Beginning in November 2024 and if selected ending after January 2026.

I hereby certify that we have read and signed this waiver.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Applicant Signature

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Guardian 1 Signature

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Guardian 2 Signature



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## Media Release Form

I grant permission to the St. Paul Winter Carnival and its subordinates to use my name, photographs, and videos for use in St. Paul Winter Carnival publications and promotional material such as brochures, newsletters, magazines and to use my name and/or photographs on display boards, electronic versions of the same publications, or videos on the St. Paul Winter Carnival website or other electronic forms or social media.

I hereby waive any right to inspect or approve the finished photographs, videos, or printed electronic or digital matter that may be used in conjunction with them now or in the future, whether that use is known to me or unknown, and I waive any right to royalties or other compensation arising from or related to the use of photographs, videos, or printed electronic or digital matter.

I hereby agree to release, defend, and hold harmless the St. Paul Winter Carnival and its subordinates, including any firm publishing and/or distributing the finished product in whole or in part, whether on paper or via electronic media, from and against any claims, damages, or liability arising from or related to the use of the photographs or videos, including but not limited to any misuse, distortion, blurring, alteration, optical illusion or use in composite form, either intentionally or otherwise that may occur or be produced in taking, processing, reduction or production of the finished product, its publication or distribution.

Please check 1 box below which is applicable to your present situation:

I am the parent or legal guardian of the below named child. I have read this release before signing below and I fully understand the contents, meaning and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

I am the parent or legal guardian of the below named child. I **do not** wish to have any photos and/or videos printed or displayed of my child and respectfully request that they be kept out of any photos or group shots that are published, printed or electronically. Although attempts will be made to remove your child from photos and videos taken at Winter Carnival events, I fully understand that the St. Paul Winter Carnival and its subordinates are not responsible for photos/videos taken by individuals or community members.

Candidate Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature of parent/legal guardian: \_\_\_\_\_

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



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## CHECKLIST

- \_\_\_\_\_ Candidate Contact Information Sheet
- \_\_\_\_\_ Candidate Fact Sheet (two pages)
- \_\_\_\_\_ Parent/Guardian Questionnaire
- \_\_\_\_\_ Application Waiver Agreement --- Signed by BOTH parents/guardians, even if divorced, unless otherwise indicated why the other parent is not able to sign.
- \_\_\_\_\_ Email photo to [JuniorRoyalty@spfhf.org](mailto:JuniorRoyalty@spfhf.org)
- \_\_\_\_\_ Media Release Form
- \_\_\_\_\_ Application fee of \$85.00 – checks or money orders made payable to SPFHF (Saint Paul Festival and Heritage Foundation) or you may call 651.223.7400 to pay by credit card.

To complete your application, pages 7-12 must be filled out completely (no blanks) and **mailed or emailed** to:

Saint Paul Winter Carnival  
ATTN: Junior Royalty Application  
75 W 5<sup>th</sup> Street  
Landmark Center 429  
Saint Paul, MN 55102

Email: [JuniorRoyalty@spfhf.org](mailto:JuniorRoyalty@spfhf.org)

Questions: Saint Paul Festival & Heritage Foundation [Info@spfhf.org](mailto:Info@spfhf.org) or 651-223-7400

**REMINDER: Applications must be received by November 1, 2024**