

2011 Christmas Parade Rules & Regulations

In order for everyone to have a safe and enjoyable parade, all participants (as part of a unit or individually) must agree to obey all rules and regulations. Failure of any one person to do so may cause your entire group to be barred from this and future parades. Your group is responsible for disseminating this information to all persons involved in your entry, especially those that will drive vehicles in the parade and/or to the lineup area.

Safety Regulations

There will be a strictly enforced, zero tolerance policy towards reckless or dangerous driving both during the parade and the lineup period. *This applies not only to the float drivers, but to all persons related to the entry, especially those bringing drop-off people to walk in the parade.* In the event that someone does display extremely dangerous driving, reckless disregard for traffic barricades/directions from traffic personnel, endangering pedestrians, etc., the consequences will be severe and immediate. Depending on the incident, the driver may be issued a citation (Class C Misdemeanor). Then, *the entire entry (all 10, 50, or 200 participants)* will be disqualified from the parade. If necessary, a police officer will escort you from the premises.

Within the lineup and drop-off areas, the speed limit is 5 mph. Within the lineup and drop-off areas, drivers must watch out for and yield to pedestrians, anytime, anywhere. Pedestrians need to watch out for and be aware of moving vehicles throughout the lineup area, and stay out of the main traffic lanes unless absolutely necessary.

Within the lineup and drop-off areas, all drivers must obey all directions given by the traffic personnel, and follow designated traffic patterns as indicated with barricades and orange cones.

All trailers must conform to state laws and safety regulations.

An ABC 5-pound extinguisher is required on each float.

The stability of the vehicle on which the float is structured must be demonstrated to parade officials before the float enters the parade route if there are any doubts as to its safety.

Test and know how to use your emergency brake. The vehicle emergency brake system is cable activated, operating independently of the hydraulic brakes.

Bring plenty of drinking water. Do not use glass containers.

Look for signs of fatigue in your marchers. The parade distance is 2 miles. Do not allow children under the age of 7 to walk.

Do not allow members of your group to throw things (candy, gifts, etc.) to or at the crowd as this can cause a dangerous situation if children run in front of the entries to pick up the treats. You may walk along the parade route and hand the candy/gifts to the spectators. If your group throws things from your entry, you **WILL** be disqualified from the judging and may be banned from future parades. Exhibiting dangerous behavior and/or tricks may also lead to disqualification and expulsion.

General Regulations

All members of your group will be expected to obey all instructions from parade officials. Failure to do so may result in the disqualification of your entry.

Entry numbers and mounting instructions will be provided at the Mandatory Line-Up Meeting. In addition to this entry number, the name of the group or organization must be legibly printed on a sign no smaller than a standard poster board, 22"x28", and mounted on the entry in a position that is easily visible to the spectators and television cameras. Marching and Specialty Units must provide an identification banner to precede your unit. The name of the group must be legibly printed on a sign no smaller than a standard poster board, 22"x28", and carried in a way that is easily visible to the spectators and the television cameras.

A float shall be a vehicle on wheels of which the frame cannot exceed 14 feet maximum from the pavement to the top of the float. The length of the float must allow for a normal turning radius along streets taken by the parade route, and within the lineup area. Floats and/or miscellaneous vehicles must be **COMPLETELY DECORATED**, including sides and ends.

Float towing vehicles would be enhanced in appearance if decorated, but it is not a requirement.

All motorized entries are limited to 10 vehicles. All street vehicles must meet all State of Texas laws regarding registration and vehicle inspection. Proof of insurance must be provided for each motorized vehicle (as allowed by law). Entries using non-street vehicles must provide proof of blanket insurance coverage for all vehicles and participants in the entry. This is due at the time of registration.

Specialty and marching units must be in uniform related to their group, or costumes relevant to the parade holiday theme.

The **ONLY** entry that is allowed to have a live Santa Claus will be the official Parade Santa Float (the very last entry in the parade). Any group failing to adhere to this will be removed from the lineup (it is disturbing to children for there to be more than one Santa).

Performances must **NOT** stop or hold up the parade.

Marching Units must perform a series of routines along the parade route, not just cadence.

Entries that do not meet all specifications will be allowed to enter only with the special permission of the parade chairman, but they will not be eligible for prizes.

The parade will go on, rain or shine. The parade has been canceled only once, due to extreme weather. A decision to cancel will not happen until very close to 2:00 p.m. The parade will not be rescheduled.

The time-of-day deadlines required for your group to be in the lineup spot, ready to go are absolute regardless of the weather.

Very loud music or noises will not be allowed during the parade or in the lineup area. The only music allowed to be played for the spectators is Christmas/Holiday music. The music must be pleasant and acceptable for all spectators, especially children. If your group does not follow this regulation, you will be disqualified from the judging and banned from future parades.

Please bring bags or containers for trash, and haul out your trash with you. There are no trash containers in the lineup area.

There will be porta-potties available in the lineup area.

Judging and Awards

A first and second place plaque will be awarded in each of the major, judged categories.

Special grand prize cash awards will be given to the most outstanding float entries.

For the mounted units, an award will be given for the best decorated "Pooper Scooper."

The Green Award (\$200) will be given to the most environmentally friendly and recyclable conscious entry.

Floats, specialty units and all entries will be judged both in the lineup area and as they pass the reviewing stands.

Judging shall be based on the following criteria: compliance with regulations, relevance to theme, originality, use of design and color, and overall appeal and entertainment value. All decisions made by the judges WILL BE FINAL AND MAY NOT BE CHALLENGED.

This year's theme is: **Inside Santa's Workshop**

Lineup Instructions

The "lineup" occurs before the parade as the entry participants, vehicles, floats, etc. arrive and park in designated spots, in the parade order. This process will be covered in-depth at the mandatory lineup meeting; you will be given a lot of information, including your entry number (location within the parade), detailed instructions, parking locations, maps and parking passes, etc.

For the lineup, there will be two general parking areas: The lineup area, and the drop-off area. The lineup area is for only those vehicles that will be in the parade. All other vehicles must park in the drop-off area.

Vehicles that are in the parade will be issued a lineup parking pass. Only these vehicles displaying a pass will be allowed into the lineup parking areas. All other vehicles are what we call "drop-off" vehicles. These vehicles are not in the parade, but bring people that are in the parade (persons to walk in the parade or ride on a float). Drop-off vehicles will **NOT** be allowed into the lineup area. **THIS WILL BE STRICTLY ENFORCED.**

Drop-off vehicles must park in the designated drop-off parking area, and then occupants must walk (rain or shine) to their entry's designated parking spot within the lineup parking area.

We **STRONGLY** urge you to carpool in the drop-off vehicles. If four people can arrive in one car instead of four cars, the traffic will be reduced by 75%. Otherwise, you can expect traffic jams and delays in getting to your spot on time.

If you have equipment or supplies that must be a part of the parade entry, this must be brought by a lineup vehicle (with a parking pass to allow access into the lineup area). **VEHICLES WITHOUT A LINEUP PARKING PASS WILL NOT BE ALLOWED INTO THE LINEUP AREA. THIS WILL BE STRICTLY ENFORCED.**

Your group will be issued only 2 lineup parking passes, with the exception of multi-vehicle entries such as car clubs, tractor clubs, etc. These types of entries will be issued one pass for each allowed vehicle (up to 10 maximum). Additional passes for single vehicle entries may be issued to a given group at the discretion of parade officials. This can be done only at the mandatory lineup meeting.

If your group has any other special needs, please let us know at the mandatory lineup meeting. If your entry has no vehicles (for example a marching unit), you may use your two lineup parking passes for vehicles to bring in supplies, equipment or people.

All entries (whether you choose to be judged or not) must be in place, decorated and otherwise ready to roll by 1:00 p.m. This time deadline is absolute, **REGARDLESS** of the weather. If you arrive late, you may lose your position in the parade.

Very loud music or noises will not be allowed within the lineup area. Sound systems may be tested, but only for a few seconds. Music, sirens, etc. may be turned on **ONLY** when you are on the parade route, approaching the KAMU-TV-DT platform and reviewing stand. The only music allowed to be played along the parade route is Christmas/Holiday music. The style of music, and the volume at which it is played, must be pleasant, tolerable, and acceptable for all listeners, especially children. If you do not follow this regulation, you will be disqualified from the judging and banned from future parades.

Mandatory Lineup Meeting

There will be a lineup meeting at the Hilton College Station - Oakwood Ballroom (801 University Drive, College Station) on **Wednesday, November 30, beginning at 7:00 p.m.**

THIS IS A MANDATORY MEETING THAT MUST BE ATTENDED BY A REPRESENTATIVE(S) FROM YOUR GROUP. FAILURE TO ATTEND (WITHOUT MAKING PRIOR ARRANGEMENTS WITH US) WILL RESULT IN YOUR DISQUALIFICATION FROM THE PARADE.

At this meeting, you will be given your official parade packet, which will include your entry number (location within the parade), maps, parking locations, vehicle passes, etc. This is the information you will need for the lineup period which occurs the morning of the parade.

THE REPRESENTATIVE(S) OF EACH PARADE ENTRY ATTENDING THE MANDATORY LINEUP MEETING WILL BE RESPONSIBLE FOR DISTRIBUTING ALL INFORMATION OBTAINED AT THIS MEETING TO ALL MEMBERS OF THEIR GROUP. THIS INCLUDES NOT ONLY THE FLOAT VEHICLE DRIVERS, BUT ALSO DRIVERS WHO BRING ENTRY PARTICIPANTS INTO THE DROP-OFF PARKING AREAS. THERE IS ONLY A SHORT AMOUNT OF TIME BETWEEN THIS MEETING AND THE PARADE. YOU MUST PLAN NOW ON HOW YOU ARE GOING TO CONTACT EVERYONE INVOLVED WITH YOUR ENTRY, TO GET THEM COPIES OF THE MAPS AND PARKING LOCATIONS/DIRECTIONS FOR THE LINEUP.

Please don't rely only on passing out copies of your packets. You really need to meet with your group to discuss this information. Make sure whoever attends the Mandatory Meeting can also relay this information on to your group in a way that all involved will understand. It is usually best for the driver to be at this meeting. We will answer questions, only after we have gone over all the information in the packets. Please ask your question when people are still there, as the answer may help them, also. Please give us your courtesy by not leaving during this time, as it is very disruptive and noisy.