



## **Christmas Parade Safety Bulletin**

**DATE:** Sunday, December 8, 2024 | **PARADE START TIME:** 4:00 PM

**STAGING/LINE-UP:** 1:30 to 3:00 PM at the Lee Sherman Dreyfus State Office Building parking lot, 141 NW Barstow Street, Waukesha

### **ALL PARADE ENTRIES:**

- Must observe all rules/regulations listed below and must follow all instructions from police and parade officials at all times on parade day.
- No alcohol or drugs are permitted in the staging area, or on or near parade units/floats. Violators will not be allowed in the parade.
- All vehicles must have working lights 'on' their float.
- All vehicles are expected to be in safe working order, able to endure the rigors of the parade route including a full gas tank and the ability to effectively brake continuously, drive at 5mph, drive in cold/inclement weather and be in good mechanical working order.
- All parade entries are expected to behave in an exemplary manner. Any rudeness, foul language or threatening behavior will be grounds for their removal.
- All entries must be operated in a legal, safe, and ethical manner and comply with law enforcement.
- ALL PARADE ENTRIES: No entry may exceed 45' in length and 14' in height.

**TOWED FLOATS:** All towed floats must have approved safety chain between the tow vehicle and the unit/float and shall be securely fastened. Towing vehicles should be decorated.

**PROHIBITED ITEMS:** Weapons of any kind, lasers, fireworks, high powered water guns, rubber band guns, toy guns, unsafe, obscene, pornographic, drug-related items, controversial items or displays.

**FLOATS WITH CHILDREN:** Any floats with children under 18 years of age must be supervised at all times and the person supervising must be part of the respective parade entry.

**ACCESSIBILITY:** All floats/units must have easily accessible entry and exit for participants and a clear unobstructed view for the driver/operators.

**CANDY/GIVEAWAYS:** NO throwing of candy or other giveaways is allowed in the parade. Candy or giveaway items may be 'handed out' along the sides of the street directly to a person. This is a serious and hazardous safety issue due to children running into the street to collect fallen candy. Units throwing candy will not be allowed to return.

**PAPER HANDOUTS:** NO paper/printed handouts are allowed. Exception: coupons for local businesses.

**DRIVERS:** Unit/float drivers are responsible for their vehicles and the safety of the people in their float and around them.

**DRIVERS:** Must possess a valid driver's license (or CDL) appropriate for the vehicle. Individual units will be held liable in the event of an accident.

**DRIVERS:** Must be a minimum of 21 years of age and possess all vehicle liability insurance. All drivers must wear prescribed eyewear or possess exceptional vision throughout the parade route during dusk/dark hours.

**GENERATORS:** If using a generator, you must have sufficient fuel to operate—adding fuel to a generator in staging or throughout the parade route is strictly prohibited.

**WALKERS:** For everyone's safety, please ask your walking participants to walk 'along-side' the vehicle—not in front or back.

**WALKERS:** Do not get on or off your vehicle at any time during the parade route.

**WALKERS:** Must remain with their unit in their assigned position in the staging area and, once the parade begins, proceed in a steady and continuous manner during the parade.

**ROUTE:** Units/floats must maintain 30 feet between each other and must continue to move forward. If the parade stops, fill the gap to 30 feet. Units/floats are required to stay in the middle of the streets in the parade route.

**ROUTE:** Units may not stop to perform and should maintain forward motion. Delaying the parade will be cause for removal.

**ROUTE:** Units/floats must adhere to their assigned staging/entry number in the parade.

**SIRENS:** No vehicles/units/floats may use 'emergency' sirens of any kind. If you DO hear an emergency vehicle siren (police, fire, ambulance) move immediately to the right side of the road, if possible, given the location of pedestrians.

**ANIMALS:** Animals are not allowed in the parade (unless part of a pre-approved float/unit).

**POLITICAL SIGNS:** No political and/or campaign signs are allowed (1 banner and/or vehicle signage is OK).

**END OF PARADE:** Please give your float number card to end of route volunteers. If your unit does not need to disband, exit the parade by proceeding on Maple Avenue. If you need to disband, turn left onto Carroll Street. No stopping on Maple Avenue will be allowed. Please follow the direction of police officers and/or volunteers stationed near Maple & Carroll.

*NOTE: The City of Waukesha Chamber of Commerce reserves the right to pull units from the parade if they are deemed inappropriate, create a safety hazard, or otherwise do not follow parade guidelines.*

*PLEASE DECORATE YOUR VEHICLE AND FLOAT FOR CHRISTMAS—SMILE—WAVE—HAVE A GREAT TIME!*