



## Miamisburg Community Holiday Celebration Parade

### Rules & Guidelines

Entries must observe all rules and regulations or be withdrawn from the parade. *The Community Holiday Celebration and Parade Committee* reserve the right to remove from the parade, at any time, any entrant not conforming to rules and regulations or any entrant refusing to follow instructions by the police or the parade officials. The Parade Coordinator must approve all entries.

#### **PLEASE READ ALL RULES AND REGULATIONS CAREFULLY.**

Please make copies for all participants in your group. You are responsible for your entry and for complying with these rules.

1. The entry deadline is Friday, November 18, 2011. There is no entry fee.
2. The 2011 Community Holiday Parade theme is “**Holiday Traditions**”. All parade entries should follow this theme. We encourage everyone participating in the parade to be in costumes. We also encourage and welcome each unit to play a holiday song on their unit during the parade for spectators to hear.
3. There are three award categories. Judging is based on creativity, utilizing the theme and the holiday spirit. The categories are:
  - Mayor's Choice
  - Grand Marshal's Choice
  - Media's Choice
4. All entries must be in place by 11:00 a.m. You may arrive as early as 10:00 a.m. for staging. Inspections are conducted upon arrival.
5. If you would like your parade entry to be part of the award judging, your entry must be in the staging area no later than 10:45 a.m.
6. Awards will be presented between 11:10 a.m. and 11:20 a.m. As an award recipient you will also receive \$50 from the City of Miamisburg and a commemorative plaque. If you receive one of the awards, please have two representatives that can walk and carry a banner in front of your unit/float during the parade. The banner is provided and must be returned at the end of the parade. Also, a photographer will visit your unit/float and take a photo for the award plaque. Your photograph will be mailed to you along with a \$50 check.
7. Units not in place by 10:45 a.m. risk not being judged for awards and late arrivals may be refused entry into the staging area & denied participation in the parade.
8. All entries must be decorated. We encourage music and costumes pertaining to the theme. **BE CREATIVE.** Please utilize the parade theme. Towing vehicles should be incorporated into the decorating scheme.

9. To introduce your unit, all entries must have identifying signs on both sides of the vehicle and/or a banner carried in front of the unit. Banners must be no larger than 3' x 15'.
10. There must be an adult on all floats with children.
11. In consideration of the younger parade watches, there will no Santa Claus suits allowed. The real Santa Claus and Mrs. Claus arrive at the end of the parade as a Finale - please, no other live Santas.
12. By order of Miamisburg Chief of Police, NOTHING will be thrown from the parade units into the crowd due to safety concerns. FAILURE TO COMPLY WILL RESULT IN EJECTION FROM THE PARADE. However, representatives may distribute candy, trinkets, etc., by physically handing it to parade watchers by walking the sides of the parade route. If you are unsure about the exact procedures, please contact Sheila Russell at 847-6670.
13. The parade will travel the following route: Assemble on Miami Avenue between Linden Avenue and Ferry, travel east on Ferry Street to Main Street turn right, travel south on Main Street to Linden Avenue turn right, travel west on Linden Avenue back to Miami Avenue. All floats and walkers will finish back on Miami Avenue.
14. All units must be driven by a licensed driver. Participants should verify if personal insurance is sufficient protection while their units are in the parade.
15. Individuals and organizations are expected to perform courteously, in good taste, and with safety in mind at all times during the parade. Any parade unit deemed unsafe, inappropriate, or unsuitable by the City of Miamisburg or the Judges will be withdrawn.
16. Getting on or off a float or entry once it has started down the parade route is prohibited.
17. The parade will not stop for individual or group performances. Performances must be "moving" & part of the parade.
18. No parade participant will be allowed to have a loaded firearm at any time. (With the exception of duly sworn public safety officers).
19. No smoking or alcoholic beverages on any parade entry at any time.
20. Private vehicles not participating in the parade are not permitted in the line-up and staging areas. These vehicles will be removed at the owner's expense and the participants will be disqualified.
21. Please keep all parade entries at pace with the parade along the route.
22. The parade will be staged on Miami Avenue between Ferry Avenue and Linden Avenue. Directions to the staging area from I-75 are: West on 725 into downtown Miamisburg. Left on Second Street, Right on Linden Avenue, Right on Miami Avenue.
23. Parade confirmation will be mailed the first week of November. Line-up information will be mailed December 1.

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